

# Minutes of the Borough Council Zelienople, PA

11/13/2023

7:30 PM

Council-Regular

MasterID: 758

The November 13, 2023, Council Meeting of the Zelienople Borough Council was called to order at 7:28 PM by Council President Mary Hess in the Council Chambers located at 111 W. New Castle St., Zelienople, PA 16063. This meeting was held in an in-person environment as well as remotely through WebEx technology to comply with the safety of all concerned and to allow for offsite participation. It still complied with all rules of advertisement and the public had access to the meeting and was able to participate. In-person attendants were Council Members Mary Hess, Andrew Mathew III, Gregg Semel, Marietta Reeb, Doug Foyle, Ralph Geis, Spencer Mathew and Mayor Thomas Oliverio. Junior Councilperson Kyra Fazio was also present.

Borough Manager Andrew Spencer, Borough Solicitor Bonnie Brimmeier, Borough Engineer Tom Thompson, and Public Works Director Chad Garland were also in attendance.

## **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led Mr. Spencer Mathew.

## **VISITORS:**

In Person: Dan Fritch, Matthew Edwards, and Nicole Slake

Remotely: Mike and Carol Sosak

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## **PUBLIC COMMENT**

Nicole Slake gave an update on events and happenings at the library.

## **CONSENT AGENDA:**

A motion was made by Mr. Geis, seconded by Mrs. Reeb, to approve:

- Minutes of October 30, 2023 Council Meeting
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$40,000.00 from the General Fund to the Park Fund, if needed.

Motion carried 7-0.

## **OLD BUSINESS:**

None

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## **NEW BUSINESS:**

### **BILLS TO BE PAID REPORT**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Geis, to accept the "Bills to be Paid Report" for November 2023 totaling \$380,390.10.

Motion carried 7-0.

### **CONSIDER SPECIAL EVENT PERMIT – SMALL BUSINESS SATURDAY**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Foyle, to approve Zelienople Area Business Association's Special Event Permit Application for Small Business Saturday to be held on November 25, 2023 from 10:00 AM to 7:00 PM in the Main Street business district provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Public Works Director as needed and comply with the Borough of Zelienople's Special Event Rules, Code of Ordinances Chapter 174, Special Events and Alcoholic Beverages, Parades & Public Gatherings & all applicable Federal, State, and Local laws.

Motion carried 7-0.

### **CONSIDER AUTHORIZATION TO REPLACE ADA RAMP AND SIDEWALK REPAIR AT HIGH STREET AND NEW CASTLE STREET**

A motion was made by Mrs. Reeb, seconded by Mr. Spencer Mathew, to authorize the replacement of the ADA ramp and sidewalk repair at High Street and New Castle Street in the amount of \$6,200.00. The ADA ramp at High Street and New Castle Street has deteriorated and needs to be replaced. In order to meet new ADA requirements, additional sidewalks will also need to be replaced. Franzcrete LLC provided a quote of \$6,200.00 to make the necessary repairs to the ADA ramp and sidewalk.

Motion carried 7-0.

### **CONSIDER AUTHORIZATION TO PURCHASE TRANSFORMERS**

A motion was made by Mr. Foyle, seconded by Mr. Mathew, to authorize the purchase of transformers from T&R Electric in the amount of \$64,411.00 for electric service upgrades at four properties in the Borough and will require upgrades to the transformer equipment.

Motion carried 7-0.

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## OTHER BUSINESS:

### ADD AUTHORIZATION TO ADVERTISE THE PROPOSED 2024 OPERATING BUDGET AND CAPITAL IMPROVEMENT PLAN

A motion was made by Mr. Geis, seconded by Mrs. Reeb, to add the authorization to advertise the proposed 2024 operating budget and capital improvement plan to the council agenda for consideration.

Motion carried 7-0.

### CONSIDER AUTHORIZATION TO ADVERTISE THE PROPOSED 2024 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

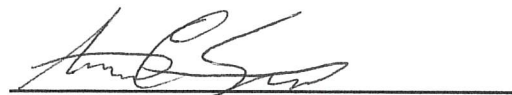
A motion was made by Mr. Geis, seconded by Mrs. Reeb, to authorize the advertisement of the proposed 2024 operating budget and corresponding Capital Improvements Plan for public inspection.

The proposed 2024 Operating Budget and proposed Capital Improvements Plan has been prepared by staff and reviewed with the Finance Committee. An advertisement of the proposed budget must be made noting its availability for public inspection for a ten-day period before Council can formally adopt the budget. The adoption must take place prior to December 31, 2023. We will plan on the final adoption of the proposed budget at the December 11, 2023 meeting, unless another special meeting is proposed.

Motion carried 7-0.

Being no further business, President Hess closed the meeting at 7:48 PM.

ATTEST:



Andrew C. Spencer  
Borough Manager



Mary E. Hess  
Council President

Approved by me this 27<sup>th</sup> day of November 2023.



Thomas M. Oliverio  
Mayor