

Minutes of the Borough Council Zelienople, PA

11/27/2023

7:30 PM

Council-Regular

MasterID: 759

The November 27, 2023, Council Meeting of the Zelienople Borough Council was called to order at 7:29 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 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, Marietta Reeb, Gregg Semel, Doug Foyle, Ralph Geis, and Spencer Mathew. Junior Council Member Kyra Fazio was also present. Mayor Thomas Oliverio did not attend.

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

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Andrew Spencer.

VISITORS:

In Person: Dan Fritch and Dale Benedum

Remotely: None

PUBLIC COMMENT

- Dan Fritch commented on Christmas tree and Christmas music.
- Dale Benedum commented on WBCA street vacating.

CONSENT AGENDA:

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

- Minutes of November 13, 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.

Minutes of the Borough Council Zelienople, PA

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OLD BUSINESS:

CONSIDER AFFIRMING PROPOSED RESOLUTION #509-23 TO ALLOW THE ZELIENOPLE ROTARY CLUB TO ERECT A BANNER SIGN AT THE E. NEW CASTLE STREET PARKING LOT NAMING TREE SPONSORS

A motion was made by Mr. Geis, seconded by Mr. Semel, to affirm the email vote to approve Proposed Resolution #509-23 to allow the Zelienople Rotary Club to erect a 2 foot by 3 foot banner sign at the East New Castle Street parking lot naming the Community Christmas Tree sponsors for the Small Business Saturday/Tree Lighting Ceremony on November 25, 2023. This sign would remain from November 24, 2023, to be taken down once the tree is taken down in January 2024.

Zoning Ordinance Section 902-1D requires such a request to be approved by Resolution. Proposed Resolution #509-23 was prepared for that purpose.

An email request to approve this item was sent on Friday November 17, 2023 asking council to consider the Rotary Club's request for the banner sign. We received six (6) responses of approval. The item passed 6-0.

A full and true copy of Resolution #509-23 can be found in the Resolution Book.



Borough Manager

Motion carried 7-0.

NEW BUSINESS:

BILLS TO BE PAID

A motion was made by Mr. Geis, seconded by Mr. Foyle, to accept the "bills to be paid report" for November 27, 2023 totaling \$212,394.51.

Motion carried 7-0.

Minutes of the Borough Council Zelienople, PA

11/27/2023

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Council-Regular

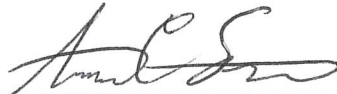
MasterID: 759

CONSIDER PROPOSED RESOLUTION #510-23 TO ALLOW THE ZELIENOPLE AREA BUSINESS ASSOCIATION TO ERECT A BANNER SIGN AT THE SW 4 CORNER PARK PROMOTING MIRACLE ON MAIN STREET

A motion was made by Mrs. Reeb, seconded by Mr. Spencer Mathew, to approve Proposed Resolution #510-23 to allow the Zelienople Area Business Association to erect a 10-foot by 20-foot banner sign at the Southwest Corner of Four Corner Park to advertise Miracle on Main on December 7, 2023. This sign would remain from November 28, 2023, to be taken down on December 8, 2023.

Zoning Ordinance Section 902-1D requires such a request to be approved by Resolution. Proposed Resolution #510-23 was prepared for that purpose.

A full and true copy of Resolution #510-23 can be found in the Resolution Book.



Borough Manager

Motion carried 7-0.

CONSIDER CLOSURE OF EAST NEW CASTLE STREET FOR THE MIRACLE ON MAIN STREET EVENT

A motion was made by Mr. Geis, seconded by Mr. Semel, to approve the closure of East New Castle Street from 3:00 PM to 9:00 PM for the Miracle on Main Street event on Thursday, December 7, 2023 for the Harmony Fire District Stuff a Truck fundraiser.

Joel Grobe, representative on behalf of the Zelienople Area Business Association (ZABA) requested that East New Castle Street between High Street and Main Street be closed on Thursday, December 7, 2023 from 3:00 PM to 9:00 PM for the Miracle on Main Street event. They have plans to coordinate with the Harmony Fire District to arrange for their Stuff a Truck fundraiser to be held there.

Council approved this request with the following conditions:

- Sponsor must notify all affected neighbors of the road closure on E. New Castle Street from S. High Street to N. Oliver Street.
- The Borough is agreeing to close the road as stipulated for their event.
- They coordinate with the Street Department to obtain cones, barricades, and signs for street closure and coordinate with the Police Department for safety concerns, no later than Monday prior to the event.

Minutes of the Borough Council Zelienople, PA

11/27/2023

7:30 PM

Council-Regular

MasterID: 759

- Responsible party is liable for the return of any Borough owned cones, barricades, signs, etc. and must sign a release form for the use of such borough owned property.
- They ensure that the area is cleaned of any trash and debris when the event is completed.
- This is not a Borough sanctioned or sponsored event.

Motion carried 7-0.

CONSIDER AUTHORIZATION TO CLEAR UTILITY RIGHT-OF-WAY OF VEGETATION BEHIND HEMLOCK SQUARE

A motion was made by Mr. Spencer Mathew, seconded by Mrs. Reeb, to authorize R&B Tree Service to clear the utility right-of-way of vegetation behind Hemlock Square for the cost of \$6,700.00.

The utility right-of-way for the power lines supplying Hemlock Square are overgrown and need to be cleared. R&B Tree Service has provided a quote of \$6,700.00 to clear the ROW and chip and haul away the vegetation. R&B will utilize a floatation-tired truck to limit the impacts to the soft ground encountered when surveyed.

Motion carried: 7-0.

OTHER BUSINESS:

COUNCIL REQUEST FOR INFORMATION

Council reviewed the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 11/21/2023. This includes any discussion and removal/addition of items from the previous month.

No action vote was taken.

REPORTS

Committees Reports:

Mrs. Hess:

- Human Resources: no report
- Park and Recreation: discussed Amphitheater project and fundraising effort
- Main Street Revit. (w/ Mr. Spencer and Mr. Semel): no report

Minutes of the Borough Council Zelienople, PA

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Mr. Semel:

- IT: no report
- Main St. Revit.: noted in-house committee is working on items and phases of Main Street
- COG: noted the Strand is hosting a pop-up bar to benefit the Library and Strand

Mr. Geis:

- Electric: no report
- Bldg./Finance: noted the budget is advertised and scheduled for adoption on 12/11/2023
- Pension: no report

Mr. Foyle:

- Pension: no report
- Library: noted the new roof on Library is complete

Mrs. Reeb: Gave thanks to all who helped with the Salvation Army bell ringing

- Public Safety/Street/Sidewalk/Storm Water: no report
- Historical Society: noted home tours this Saturday
- Shared Services Committee: noted a job well done with leaf pick up

Mr. Mathew:

- Water: no report
- Police Matters: no report
- EMA (w/ Mr. Spencer): no report
- Fire Dept. Liaison: noted Fire District Committee budget is forthcoming

Mayor: no report

Manager: noted time for reorganization meeting on January 2nd at 7:30pm

Solicitor: no report

Engineer: no report

Police Chief: no report

Public Works Director: no report

Zoning/Code Officer: no report

Finance Director: no report

Junior Councilperson: no report

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OTHER BUSINESS:

None

Being no further business, President Hess closed the meeting at 8:07 PM.

ATTEST:



Andrew C. Spencer
Borough Manager



Mary E. Hess
Council President

Approved by me this 11th day of December 2023.



Thomas M. Oliverio
Mayor