
Minutes of the Borough Council Zelienople, PA

8/12/2024 7:30 PM

Council-Regular

MasterID: 776

The August 12, 2024, 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, Doug Foyle, Steve Schoppe, Dan Fritch, Gregg Semel, and Mayor Thomas Oliverio. Spencer Mathew attended remotely. Junior Council Member Kyra Fazio was also present.

Borough Manager Andrew Spencer, Police Chief James Miller, Borough Solicitor Bonnie Brimmeier, and Borough Engineer Tom Thompson were also in attendance.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mr. Schoppe

VISITORS:

In Person: Dan Fazio, Gina Elliott, Allan Mellenthin, Cindy Mellenthin, Matthew Edwards, Joel Grobe, and Chris Soliday

Others were in attendance, but they did not identify themselves

PUBLIC COMMENT:

Gina Elliott commented on the Library's application for Keystone Grant

CONSENT AGENDA:

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

- Minutes of July 29, 2024 Council Meeting
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.

Motion carried 7-0.

OLD BUSINESS:

None

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NEW BUSINESS:

BILLS TO BE PAID

A motion was made by Mr. Mathew, seconded by Mr. Semel, to accept the "bills to be paid report" for August 12, 2024 totaling \$515,755.31.

Motion carried 7-0.

CONSIDER SPECIAL EVENT PERMIT APPLICATION– ZELIENOPLE AREA BUSINESS ASSOCIATION FALL FESTIVAL AND MONETARY CONTRIBUTION

A motion was made by Mr. Mathew, seconded by Mr. Schoppe, to approve the Special Event Permit Application – Zelienople Fall Festival to be held from October 11, 2024 through October 13, 2024, from 10:00 AM to 7:00 PM along Four Corners Park, Main Street Sidewalks, Spring Street, and Spring Street Park Lot and a monetary contribution of \$500.00 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 and with the conditions and clarification noted above as Council may direct. Public Services will be donated to this event.

Motion carried 7-0

CONSIDER REQUEST FOR ZELIENOPLE AREA PUBLIC LIBRARY KEYSTONE GRANT APPLICATION

A motion was made by Mr. Foyle, seconded by Mr. Fritch, to approve supporting the library Keystone Grant application for a public facility.

The library is in the design stages of developing an outdoor public space and is requesting the Borough's support as the eligible entity making the application for a Keystone grant on their behalf. While the Borough is the entity which has to submit the application, this is a library project and the library will oversee and administer the project as well as properly administer the grant.

Motion carried 7-0.

CONSIDER PROPOSED RESOLUTION #527-24 – PENNDOT WINTER MAINTENANCE AGREEMENT

A motion was made by Mr. Mathew, seconded by Mr. Fritch, to approve Proposed Resolution #527-24 extending our current 5-year PennDOT Winter Maintenance agreement for another five-year period beginning with the winter season.

Minutes of the Borough Council Zelienople, PA

8/12/2024

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The current 5-year PennDOT/Zelienople winter maintenance agreement for the Borough to maintain the state routes that are within the Borough expires with the 2024/2025 winter maintenance year. Proposed Resolution # 527-24 extends the agreement for another five-year period beginning with the winter season. Winter season for purposes of this agreement shall be the period from October 15th to April 30th of each year.

The estimated payments to be received over the five-year period total about \$59,100.57. In the event of a severe winter, additional payments may occur.

A full and true copy of Resolution #527-24 can be found in the Resolution Book.



Borough Manager

Motion carried 7-0.

CONSIDER REQUEST FOR APPROVAL TO ATTEND THE 2024 AMERICAN MUNICIPAL POWER (AMP) ANNUAL CONFERENCE

A motion was made by Mr. Semel, seconded by Mr. Foyle, to approve the request for the Borough Manager and Chair of the Utilities Committee to attend the American Municipal Power Conference from September 30, 2024 through October 2, 2024.

Over the last several years, the Borough has gotten more involved and increased its presence with AMP and the Borough Manager was appointed to several Board of Trustees committees. The Borough is active in two major agencies regarding municipal electric, Pennsylvania Municipal Electric Association (PMEA) and American Municipal Power (AMP). This is the annual AMP conference, which is held in Columbus from September 30-October 2, 2024. The cost is \$300, plus room, food, and travel. Room rate is \$209 per night.

Motion carried 7-0.

CONSIDERATION FOR ESTIMATE 2 TO THE CONSTRUCTION CONTRACT FOR THE MARKET STREET WATERLINE IMPROVEMENTS PROJECT

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to approve W.A. Petrakis Contracting LLC Estimate No. 2 for the Market Street Waterline Improvements Project in the amount of \$60,808.85, with payment from the water CIS account. The work has been completed.

Motion carried: 7-0.

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CONSIDERATION FOR CHANGE ORDER NO. 2 TO THE CONSTRUCTION CONTRACT FOR THE MARKET STREET WATERLINE IMPROVEMENTS PROJECT

A motion was made by Mr. Mathew, seconded by Mr. Schoppe, to approve W.A. Petrakis Contracting LLC Change Order No. 2 for the Market Street Waterline Improvements Project in the amount of \$29,754.80.

This adjusts the final quantities compared to the bid quantities. The additional pavement was for a drain across Hemlock Square and pavement around the additional valve replacements.

Motion carried: 7-0.

OTHER BUSINESS:

Noted Kyra Fazio's last meeting and a thank you from all of council.


Noted executive session for personnel matters.

Time of Break 7:59 PM; Return 8:05 PM

Executive Session Time: 8:05 PM; Return 8:22 PM

Being no further business, President Hess closed the meeting at 8:22 PM.

ATTEST:



Andrew C. Spencer
Borough Manager



Mary E. Hess
Council President

Approved by me this 26th day of August 2024.



Thomas M. Oliverio
Mayor