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# Minutes of the Borough Council Zelienople, PA

9/30/2024

7:30 PM

Council-Regular

MasterID: 778

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The September 30, 2024, Council Meeting of the Zelienople Borough Council was called to order at 7:30 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, Doug Foyle, Steve Schoppe, Spencer Mathew, Dan Fritch, Gregg Semel, and Mayor Thomas Oliverio. Andrew Mathew III did not attend.

Assistant Borough Manager Cindy Edwards, 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 Mayor Oliverio.

## **VISITORS:**

Adel Fatur, Nancy Readell, Karen Lyle, Katrina Quinn, Elliott Hilton, and Lucy Kirsch. Mike and Carol Sosak attended remotely.

Others were in attendance, but they did not identify themselves.

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## **PUBLIC COMMENT:**

Elliott Hilton spoke on the Lion's Club history and service to the community and the need for members and in particular volunteers for the Halloween Parade. He also noted that the new lion fountain will be installed after the Fall Festival and the old one will be restored and will be placed at the Zelienople Public Library.

## **CONSENT AGENDA:**

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

- Minutes of August 26, 2024 Council Meeting
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$50,000 from the General Fund to the Park Fund, if needed.
- Acknowledgement Receipt of Summary Budget Report

Motion carried 6-0.

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## **OLD BUSINESS:**

### **CONSIDER AFFIRMING EMAIL VOTE TO AUTHORIZE THE COUNCIL PRESIDENT AND BOROUGH MANAGER/SECRETARY TO ENTER INTO A MUNICIPAL LEASE/PURCHASE LOAN WITH WESBANCO FOR THE PURPOSE OF PURCHASING THREE POLICE INTERCEPTORS AND ONE POLICE RESPONDER AT A COST OF \$279,346.95**

A motion was made by Mr. Semel, seconded by Mr. Spencer Mathew, to affirm the email vote held on August 28, 2024 authorizing the Council President and Borough Manager/Secretary to enter into a municipal lease/purchase loan with WesBanco for the purpose of purchasing three police interceptors and one police responder at a cost of \$279,346.95.

Motion carried 6-0.

## **NEW BUSINESS:**

### **BILLS TO BE PAID**

A motion was made by Mr. Semel, seconded by Mr. Fritch, to accept the "bills to be paid report" for September 2024 totaling \$810,527.19.

Motion carried 6-0.

### **CONSIDERATION TO SET TRICK OR TREAT TO BE ON OCTOBER 31, 2024 FROM 6:00 PM TO 8:00 PM**

A motion was made by Mr. Foyle, seconded by Mr. Schoppe, to set Trick or Treat night for Thursday, October 31, 2024 from 6:00 PM to 8:00 PM.

Motion carried 6-0

### **CONSIDER SPECIAL EVENT PERMIT APPLICATION—FISHERS BAR CHARITY CORNHOLE TOURNAMENT AND FOR TEMPORARY USE OF FIVE PARKING SPACES IN THE MUNICIPAL TOWN CENTER LOT**

A motion was made by Mr. Foyle, seconded by Mr. Fritch, to approve a special event permit for Fisher's Bar Charity Cornhole Tournament for Freedom Wrestling to be held on October 6, 2024 from 11:00 AM to 4:00 PM and the use of five (5) parking spaces in the Municipal Town Center lot to allow Fishers Bar to use these parking spaces contiguous to their back property (131 S. Main St.) 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

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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 6-0.

## **CONSIDER SPECIAL EVENT PERMIT APPLICATION - ZELIENOPLE LIONS CLUB HALLOWEEN PARADE**

A motion was made by Mr. Schoppe, seconded by Mr. Spencer Mathew, to approve a special event permit for their Halloween Parade to be held Tuesday, October 29, 2024 at 6:30 PM in Downtown Zelienople (High Street, Beaver Street, Main Street, and New Castle Street) and closure of Main Street and High Street during the whole duration of the event. There will be possible parking restrictions on Main Street between Beaver and New Castle.

The borough will apply for a Special Events permit with PA DOT to close Main Street on their behalf 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 6-0.

## **CONSIDER SPECIAL EVENT PERMIT APPLICATION-ZELIENOPLE AREA BUSINESS ASSOCIATION MIRACLE ON MAIN STREET/HOLIDAY PARADE**

A motion was made by Mr. Schoppe, seconded by Mr. Foyle, to approve a special event permit for the Miracle on Main Street/Holiday Parade to be held on December 5, 2024, from 4:00 PM to 8:00 PM in the Main Street business district. This will include the closure of Main Street, Spring Street and its parking lot, and E. New Castle Street and its parking lot for their annual Holiday Parade beginning at 7:00 PM. Their request for use of the East New Castle Street Parking Lot for a live nativity was denied.

The borough will apply for a Special Events permit with PA DOT to close Main Street on their behalf 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 6-0.

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## **CONSIDER RESOLUTION #529-24 TO AUTHORIZE SIGNATURE AUTHORITY FOR THE LIBRARY KEYSTONE GRANT**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Foyle, to adopt Proposed Resolution #529-24 authorizing signature authority to the President of Council and the Borough Manager for the library Keystone Grant.

The Zelienople Library plans to apply for a State Keystone Grant for an outdoor public space. While the library will oversee and administer the project as well as properly administer the grant, the Borough is the entity which must submit the application on behalf of the library.

The total amount of the project is \$450,000 with a grant request of \$225,000.

A full and true copy of Resolution #529-24 can be found in the Resolution Book.

  
Assistant Borough Manager

Motion carried 6-0.

## **AUTHORIZATION TO SELL ASPHALT MILLINGS TO LANCASTER TOWNSHIP**

A motion was made by Mr. Foyle, seconded by Mr. Mathew, to approve the sale of 250 tons of Asphalt Millings to Lancaster Township for \$3.00 per ton.

As part of the 2024 Road Paving Project several roads in the Borough were milled about two inches to accommodate the new asphalt and maintain adequate curb reveal. Approximately 3500 tons of milling material was removed at stored at our Evans Road property. The Borough does not have a current use for the excess millings this year and future projects will not require the stored amount.

Lancaster Township expressed interest in purchasing millings from Zelienople Borough for a road project. They would require approximately 250 tons of material. If the price is acceptable, Lancaster will load and haul the material.

The cost the Borough has invested in the asphalt millings is approximately \$3.00 per ton.

Council President Mary Hess turned the meeting over to the Council Pro-Tem Gregg Semel and abstained from voting.

Motion carried 5-0.

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## **CONSIDERATION FOR AUTHORIZATION TO PROVIDE FOOD TRUCK SERVICE IN REAR OF 111 S. MAIN STREET ADJACENT TO BOROUGH PARKING LOT**

A request has been made for Food Truck Service at the rear of 111 S. Main Street adjacent to the Borough Parking Lot with the following stipulations:

### **Stipulations:**

- Food Truck must fit in 26 ft x 10 ft "cove".
- Service side and customer line must face 111 S Main to avoid line expanding onto Borough Parking Lot Through Traffic.
- Damage to curb will be repaired at Property Owners Expense.

Tabled.

## **CONSIDERATION FOR REPLACING THE MUNICIPAL BUILDING ROOF**

A motion was made by Mr. Semel, seconded by Mr. Mathew, to approve of BurMac Commercial Roofing's quote of \$104,890.00 for the municipal building roof replacement.

We have reached out to several COSTAR contractors for the municipal building roof replacement. We received quotes of \$104,890, \$106,500 and \$115,000. The work will be scheduled, weather dependent. Either this fall or next spring.

Motion carried 6-0.

## **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 9/27/2024. 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
- WBCA: no report

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Mr. Mathew

- Not present

Mr. Foyle

- Public Safety/Steer/Sidewalk/Storm water: Attended bucket truck training with public work staff.
- Library: Noted library is applying for a Keystone Grant for an outdoor public space
- Shared Services Committee: no report

Mr. Schoppe

- Utilities: Noted that Andrew Spencer and Andrew Mathew are at an AMP electric conference this week
- Parks & Recreation: noted that there will be a parks budget meeting next week

Mr. Mathew

- IT: Noted IT Committee met to discuss 2025 IT budget requests for hardware, software, website, document storage, and GIS.
- Shared Services Committee: no report

Mr. Fritch

- Public Safety/Steet/Sidewalk/Storm water: noted giving sponsors recognition for maintenance of gateways and signage
- Community Revit. Committee: Gave a M&B Services Main Street Phase II update

Mr. Semel

- Building and Finance: Noted new roof for borough building budgeted for and new bathroom refresh for police is underway
- Also noted first budget meeting is scheduled for October 31<sup>st</sup>
- Parks & Recreation: no report
- Community Revit. Committee: noted work to being in late October. Storm sewage work completed. Transformers expected next week.

Mayor

- Airport Authority: no report
- Noted that he attended the PSAB Fall Conference
- Also noted that he will be hosting a tailgate party for Butler County elected officials to discuss countywide issues

Manager: not present

Assistant Manager: Noted receipt of municipal pension state aid allocation on September 25, 2024 in the amount of \$140,418.80.

Solicitor: no report

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Engineer: Noted that the roof has a 20 year warranty and can withstand up to 90 mph winds

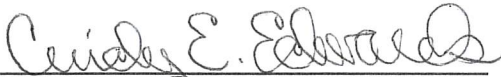
Police Chief: Noted receipt of \$17,500 in donations from the Rotary, ZABA, Hungarian Club, and Randy Hart which have enabled the police to purchase two e-bikes  
-Also noted that the officers are receiving bike training this week

Public Works Director: not present

Zoning/Code Officer: not present

Being no further business, President Hess closed the meeting at 8:48 PM.

ATTEST:

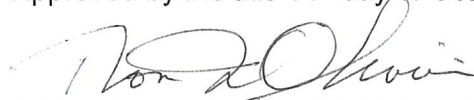


Cindy E. Edwards  
Assistant Borough Manager



Mary E. Hess  
Council President

Approved by me this 14<sup>th</sup> day of October 2024.



Thomas M. Oliverio  
Mayor