

Minutes of the Borough Council Zelienople, PA

4/14/2025

7:00 PM

Council-Regular

MasterID: 793

The April 14, 2025, Council Meeting of the Zelienople Borough Council was called to order at 7:02 PM by Council President Gregg Semel 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 Gregg Semel, Andrew Mathew III, Mary Hess, Doug Foyle, Spencer Mathew, Dan Fritch, and Mayor Thomas Oliverio. Steve Schoppe did not attend.

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 Chief Miller

VISITORS:

None

PUBLIC COMMENT:

Trivia question by Council President

CONSENT AGENDA:

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

- Minutes of March 31, 2025 Council Meeting
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.

Motion carried 6-0.

OLD BUSINESS:

None

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NEW BUSINESS:

BILLS TO BE PAID

A motion was made by Mr. Spencer Mathew, seconded by Mr. Fritch, to accept the "bills to be paid report" for April 14, 2025 totaling \$615,835.24.

Motion carried 6-0.

CONSIDER SPECIAL EVENT PERMIT APPLICATION– SENECA VALLEY NORTH ATHLETIC ASSOCIATION (SVNAA) OPENING DAY

A motion was made by Mrs. Hess, seconded by Mr. Spencer Mathew to approve Special Event Permit Application – SVNAA Opening Day to be held on April 26, 2025 from 12:30 PM to 8:00 PM at the Zelienople Community Park, including a parade contained within the park property. Approval is contingent upon the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Parks Manager 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–FISHERS BAR CRAWFISH BOIL AND FOR TEMPORARY USE OF PARKING SPACES IN THE MUNICIPAL TOWN CENTER LOT

A motion was made by Mr. Spencer Mathew, seconded by Mr. Mathew to approve Special Event Permit Application – Fisher's Crawfish Boil to be held on May 17, 2025 from 11:00 am to 6:00 pm and the use of parking spaces (178-198) in the Municipal Town Center lot and to have outdoor seating on the sidewalk adjacent to Fisher's 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 – GET FIT FAMILIES YOUTH SUMMER CAMPS

A motion was made by Mr. Mathew, seconded by Mrs. Hess to approve the Special Event Permit Application – Get Fit Families Youth Summer Camps to be held June 2, 2025 through August 7, 2025 from 7:30 am to 3:30 pm at the Zelienople Community Park provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Parks Manager as needed and comply with the Borough of Zelienople's Special Event Rules,

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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 – GET FIT FAMILIES ULTIMATE ZELIE CHALLENGE

A motion was made by Mrs. Hess, seconded by Mr. Spencer Mathew to the Special Event Permit Application – Get Fit Ultimate Zelig Challenge to be held June 29, 2025 from 9:00 am to 1:30 pm at the Zelienople Community Park provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Parks Manager 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 – GET FIT FAMILIES FIRECRACKER 5K

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve of the Special Event Permit Application – Get Fit Families Firecracker 5K and 1 Mile to be held on July 4, 2025 from 8:00 am to 10:30 am at the Zelienople Community Park provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Parks Manager 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 – EXPLORE ZELIE 2025 ZELIENOPLE PUTT N POUR

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve the Special Event Permit Application – Zelienople Putt N Pour to be held on August 16, 2025 from 11:00 AM to 6:00 PM on Main Street sidewalks throughout downtown Zelienople. Approval is contingent upon 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 PROPOSED RESOLUTION #541-25 REQUEST FOR THE SIGNAGE AT THE GATEWAY LOCATION ON RT. 19 SOUTH AT THE EXXON STATION

A motion was made by Mr. Mathew, seconded by Mr. Foyle to adopt Resolution #541-25, allowing Glade Run Lutheran Services to erect one (1) 4 ft. X 4 ft. sign on Rt. 19 near the Exxon Station to advertise their Non-Profit Touch-A-Truck event in collaboration with the Zelienople Community Park on May 17, 2025. The banner sign would be in place from April 21, 2025 through May 17, 2025 and the sign should be moved toward the roadway.

Zoning Ordinance Section 902-1D requires such a request to be approved by Resolution. Proposed Resolution #541-25 was prepared for that purpose.

A full and true copy of Resolution #541-25 can be found in the Resolution Book.


Borough Manager

Motion carried 6-0.

CONSIDER APPROVAL OF REQUEST FOR OUTDOOR TABLE AND CHAIRS

Mr. Spencer Mathew made a motion, seconded by Mr. Fritch to approve outdoor seating for Urban Vine of Zelienople at 118 N. Main Street. The approval includes the placement of three 36"x 46" Tables and up to ten chairs on the storefront property, with no seating to be located on the public sidewalk. All tables and chairs are to be removed from the sidewalk and placed inside when the business is closed.

Motion carried 6-0.

APPOINT INDEPENDENT BOROUGH AUDITOR

A motion was made by Mrs. Hess, seconded by Mr. Fritch to appoint McGill, Power, Bell & Associates as the independent Borough Auditor. The previous auditor, H2R CPA, notified the Borough in January of their intent to discontinue providing audit services due to no longer having an auditor who meets GASB requirements. In response, staff, along with the Finance Director and Manager, solicited proposals from firms recommended by H2R CPA and found McGill, Power, Bell & Associates to be a strong fit for the Borough, based on both responsiveness and cost.

Motion carried 6-0.

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CONSIDER AUTHORIZATION TO PAY INVOICE – REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION

A motion was made by Mr. Spencer Mathew, seconded by Mrs. Hess to authorize payment of pay requisition 7 to Slater Electric and Sons, in the amount of \$39,700.90 for work completed from 3-27-2025 through 4-6-2025 on contract: REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION.


Slater Electric and Sons was awarded the contract: REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION for a project cost of \$375,888.09. Quad3 has reviewed this work and has approved the payment request, and the project is substantially complete with the exception of some minor restoration remaining.

Motion carried 6-0.

CONSIDER ADOPTION OF RESOLUTION #542-25 – PA SMALL WATER AND SEWER PROGRAM GRANT

A motion was made by Mrs. Hess, seconded by Mr. Mathew to enact Resolution #542-25, a resolution to designate the officials to execute all documents and agreements for a PA Small Water and Sewer Program grant to address water quality issues within the Borough. The proposed project is waterline replacements along Pine, McKim and Hazel Streets.

A full and true copy of Resolution #542-25 can be found in the Resolution Book.


Borough Manager

Motion carried 6-0.

CONSIDER MAIN LITE ELECTRIC COMPANY, INC. CHANGE ORDER NO. 1 FOR CONTRACT 20-01 TO TRANSFER TRANSFORMER BANK POLE ALONG MAIN STREET FOR THE STREETScape PHASE 2 PROJECT

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve Main Lite Electric Company, Inc. Change Order No. 1 for their contract to transfer the transformer bank pole to the newly installed pole located on Main Street near Dunkin in the amount of \$7,190.00. Funding will come from the DCED Multimodal grant. Staff have reviewed this request and confirmed that the materials are necessary to be installed. This request also requires a time extension due to the delay in Contract No. 20-02 obtaining the transformer.

Motion carried 6-0.

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CONSIDER PIATT COMPANIES RELEASE NO. 6 OF THEIR FINANCIAL GUARANTEE FOR GLADE RUN VILLAGE RESIDENTIAL DEVELOPMENT PHASES 1 & 2

A motion was made by Mr. Mathew, seconded by Mrs. Hess to approve Piatt Companies Release No. 6 in the amount of \$213,696.11 for release for materials installed on the Glade Run Village Residential Development. Gannett Fleming has reviewed this request and confirmed that the materials have been installed.

Motion carried 6-0.

OTHER BUSINESS:

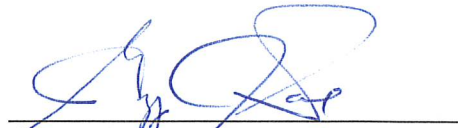
- Councilman Mathew noted about power pole being struck by a car.
- Mayor asked about the name of the new housing development.

Being no further business, President Semel closed the meeting at 7:40 PM.

ATTEST:



Andrew C. Spencer
Borough Manager



Gregg A. Semel
Council President

Approved by me on this 28th day of April 2025.



Thomas M. Oliverio
Mayor

