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# *Minutes of the Borough Council Zelienople, PA*

3/10/2014

7:30 AM Council-Regular

MasterID:

502

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The March 10, 2014 Council meeting of the Zelienople Borough Council was called to order at 7:30 PM by President Allen Bayer. In attendance were Mayor Thomas Oliverio and Council Members, Mary Hess, Ralph Geis, Marietta Reeb Andrew Mathew III, Don Burgess and Gregg Semel.

Also in attendance were Police Chief Jim Miller, Borough Engineer Tom Thompson, Solicitor Bonnie Brimmeier and Borough Manager Don Pepe

## PLEDGE OF ALLEGIANCE

Councilman Drew Mathew led the Pledge of Allegiance.

## VISITORS

Marla Bennett  
Nadine Simon  
William Shirley  
Phyllis Maier  
Jennifer Ackerman

There were no comments from the public at this time.

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## CONSENT AGENDA:

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve the Consent Agenda as follows:

- Transfer of funds, \$150,000 from the Electric Fund to the General Fund, if needed.

Motion carried. 7-0

## OLD BUSINESS:

### PURCHASE OF ELECTRONIC NOTEBOOKS

A motion was made by Mrs. Hess, second by Mr. Semel, to approve the purchase of six (6) Microsoft Surface Pro tablet and protection plan with an estimated cost of \$3,738.90.

Motion carried 7-0.

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## CONTRACT FOR LAND APPRAISER SERVICES

A motion was made by Mrs. Reeb, Second by Mr. Burgess, to contract with Nicklas King McConahy for land appraisal services for an amount not to exceed \$1,500.

Motion carried 7-0.

## HIRE NEW POLICE OFFICER

A motion was made by Mrs. Hess, second by Mr. Geis, to hire Thomas Goldie as a full-time police officer with up to a one year probationary period for the Borough of Zelienople. Mr. Goldie will be sworn in by the Mayor at the March 24, 2014 Council meeting. His first shift will start on March 25, 2014.

Motion carried 7-0.

## NEW BUSINESS:

### BILLS TO BE PAID

A motion was made by Mr. Geis, second by Mrs. Hess, to approve the "Bills to Be Paid" for the month of March 2014 totaling \$1,350,124.84.

Motion carried. 7-0

## RESOLUTION #279-14 FOR DISPOSAL OF PUBLIC PROPERTY

A motion was made by Mr. Burgess, second by Mr. Semel, to adopt proposed Resolution #279-14 and authorize the Borough Manager to dispose of additional Borough documents/records as per retention schedule. Specific documents are denoted in Resolution.

A full and true copy of Resolution #279-14 can be found in the Resolution Book.

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Manager/Secretary

Motion carried 7-0.

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## RESOLUTION #280-14 FOR FIRE DEPT. CAR RAFFLE AND BANNER

A motion was made by Mrs. Reeb, second by Mr. Geis, to approve the selling of Raffle tickets on Main Street and the approval of Resolution #280-14 to allow for a banner sign and a sandwich board sign that meets borough standards.

A full and true copy of Resolution #280-14 can be found in the Resolution Book.

\_\_\_\_\_  
Manager/Secretary

Motion carried 7-0.

## RESOLUTION #281-14 TO ALLOW FOR A REFERENDUM TO LICENSE SMALL GAMES OF CHANCE IN ZELIENOPE

A motion was made by Mr. Burgess, second by Mrs. Hess, to allow for a referendum to be placed on the ballot to license small games of chance in Zelienople.

A full and true copy of Resolution #281-14 can be found in the Resolution Book.

\_\_\_\_\_  
Manager/Secretary

Motion carried 7-0.

## HORSE TRADING DAYS EVENT APPROVAL

A motion was made by Mr. Geis, second by Mr. Semel, to approve the Horse Trading Days event on July 17-19, 2014. And also approve a contribution of \$3,400 to include sponsoring a concert and submitting an ad.

Motion carried 7-0.

## REQUEST TO ATTEND THE 2014 GFOA ANNUAL CONFERENCE

A motion was made by Mrs. Reeb, second by Mrs. Hess, to authorize Jill Stedina to attend the GFOA conference on April 27 to April 30, 2014. This approval includes costs for the registration, room, food and travel expenses.

Motion carried 7-0.

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## PENNDOT TEMPORARY EASEMENT FOR ROUTE 19 BRIDGE REPLACEMENT AND DAM REMOVAL

A motion was made by Mrs. Hess, Second by Mr. Burgess, to approve a temporary easement agreement for the replacement of the Scholars Run bridge on Route 19 and to remove the borough dam in that area. This motion also authorized the Borough Manager to execute the agreement.

Motion carried 7-0.

## COUNTY AGREEMENT FOR THE MARKET STREET BRIDGE REPLACEMENT

A motion was made by Mr. Semel, second by Mr. Burgess, to approve the proposed agreement between the Borough and Butler County for the Market Street Bridge replacement project and to authorize the Borough Manager to execute the document.

Motion carried 7-0.

## ENGINEERING SERVICES FOR 2014 WATER SYSTEM PROJECTS

A motion was made by Mrs. Reeb, second by Mrs. Hess, to authorize the Borough Engineer to provide engineering services for the Market Street bridge waterline project, the Green Lane bridge waterline project and the South Main Street waterline replacement and extension project.

Motion carried 7-0

## AUTHORIZATION TO OBTAIN AGREEMENTS FOR ELECTRIC SERVICES TO SUPPLEMENT ELECTRIC DEPARTMENT PERSONNEL

A motion was made by Mr. Geis, Second by Ms. Hess, to authorize the borough manager to obtain agreements with contractors for supplemental electrical service assistance, when needed, on a time and materials basis.

Motion carried 7-0.

## OTHER BUSINESS

### ADVERTISE FOR A GROUNDSMAN POSITION

A motion was made by Mr. Geis, second by Mrs. Hess, to authorize the Borough Manager to advertise

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for a Groundsman position in the electric department.

Motion carried 7-0.

## COMMITTEE REPORTS

Mrs. Hess:

IT:  Will be setting up a session for training on the council tablets.

Shared Services: No report

Main St. Revital.: Next meeting on March 11, 2014

Request an executive session for contract issues

Mr. Semel:

COG:  Next meeting is March 13, 2014

Library Board:  Next meeting is March 26, 2014 to work on their strategic plan.

Mr. Geis:

Electric:   No committee report.

- Would like to investigate the possibility of having a Cost of services study done for both water and electric utilities.

Building/Finance: No report and we will pursue a pension investment review.

Airport Authority: No report

Mr. Burgess:

Employee Pension Committee:  No report

Mrs. Reeb:

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Public Safety/Streets/Sidewalks/Stormwater: Safety meeting held on Feb. 27. Two items. 1) Recommend the employee door at the borough office be kept locked during the day. 2) consider safety during bad weather for meter reading.

Historical Society:  Bricks will be selling for \$50 a piece as a fund raiser.

Mr. Mathew:

Water: No report. But the water committee and the electric committee must get together to discuss increasing the utility deposit for commercial accounts.

EMA:  No report

The Chamber held the annual State of the Union lunch. All of our State Reps were present.

Noted the condition of the state paving contract on Main St. Conditions of the winter and heavy traffic has damaged the new paved surface. Contact Penn Dot to notify them of this.

Asked for an executive session on possible litigation matter

Mr. Bayer:

HRC:  Meeting to be held on 3/13/14 to discuss the employee manual rewrite.

PMC:  No report

Council Strategic Planning meeting to be held on 3/12/14

Mayor:

No report

Manager:

- Main St Revit. Account was closed.

Report on the status of the H2O grant reimbursement

Asked for a short Executive session for personnel item

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Solicitor:

Small games of chance resolution report

Requests an executive session on litigation issue

Engineer:

No report

Police Chief:

No report

Council recessed to Executive Session at 8:56 PM and returned to regular session at 9:43 PM.

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Upon returning to regular session, there were the following motions/actions:

## EXEMPTION FROM PROBATIONARY STATUS

A motion was made by Mrs. Reeb, second by Mr. Burgess, to exempt Ernie Dambaugh from Personnel Policy Section VI, A, 1 (b) which requires that all promotions to a new position require a six (6) month probationary status. His promotion is immediate to a regular full time status.

Motion carried 7-0.

## GIFT CARDS FOR RETIRED EMPLOYEES

A motion was made by Mrs. Hess, second by Mr. Geis, to provide a gift card to Harvey Kohler and to Mark Peters in the amount of \$300 as a retirement gift.

Motion carried 7-0.

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## APPROVE COST FOR PROFESSIONAL SERVICES FOR GRANT APPLICATION FOR THE COMMUNITY PARK POOL

A motion was made by Mr. Semel, second by Mr. Geis, to approve \$3,000 for professional services by E.G.& G. to prepare a grant application for the purpose of seeking DCNR funds for the renovation of the Community Park Pool.

Motion carried 7-0.

Being no further business the meeting was adjourned by Council President Bayer at 9:45 PM.

ATTEST:

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Borough Manager / Secretary

\_\_\_\_\_  
Council President

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Mayor