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# *Minutes of the Borough Council Zelienople, PA*

10/26/2015

7:30 PM Council-Workshop

MasterID:

555

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The October 26, 2015 meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Allen Bayer.in the council chambers.

In attendance were, Council Members, Mary Hess, Marietta Reeb, Ralph Geis, Andrew Mathew III, Gregg Semel, and Mayor Thomas Oliverio. Councilman Don Burgess was not present.

Borough Manager Don Pepe, Solicitor Bonnie Brimmeier, Public Works Director Chad Garland and Borough Engineer Tom Thompson were also in attendance.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Marietta Reeb.

## VISITORS

Marla Bennett  
Henry Zeigler  
Ben Levenger  
Carol Schneider  
Jen Semel

No public comment at this time.

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## CONSENT AGENDA:

A motion was made by Mr. Geis, second by Mr. Mathew to accept the Consent Agenda as follows:

- Approve the minutes of the October 12, 2015 council meeting

Motion carried 6 - 0

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OLD BUSINESS:

## DISCUSSION/UPDATE ON THE POOL RENOVATION PROJECT

Carol Schneider, Jen Semel and Ben Levenger gave the Council an update as to the progress on the planning of the Pool renovation and also a briefing on the grant funding situation. They also provided needed information regarding the council action needed later in the meeting relating to the 6F park boundary designation.

## CONSIDER AUTHORIZATION TO SIGN CERTIFICATION FORM SF -424D & PARK 6F DESIGNATION APPROVAL REGARDING POOL RENOVATION GRANT

A motion was made by Mrs. Hess, second by Mr. Semel, to authorize the Borough President, Allen E. Bayer, to sign the certification form SF-424D and to authorize a letter to approve the 6F designation area for the park property.

Motion carried 6-0.

## DISCUSSION/UPDATE ON THE NEW PARKING LOT DESIGN BY HRG

Staff from HRG were present to provide a briefing on the progress of the Main Street project relating to the new parking lot. A preliminary design was provided for review and comment. Comments were given and another draft will be provided shortly.

No specific action was taken.

A brief break was taken at 8:50 pm and the council reconvened at 9:00 pm.

## RE-ADVERTISING 1992 TARCO LEAF VACUUM DISPOSAL

A motion was made by Mr. Semel, second by Mrs. Hess, to confirm the readvertising the sale of the

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1992 Tarco TMI Leaf Loader Vacuum, per Resolution #315-15, and if no bids are received then authorize the Borough Manager to negotiate a private sale if possible.

Motion carried 6-0.

## CONSIDER APPROVAL OF PAYMENT FOR THE NEW PARKING KIOSK LOCATED IN THE MAIN STREET/GRANDVIEW STREET MUNICIPAL PARKING LOT

A motion was made by Mr. Mathew, second by Mrs. Reeb, to approve the recommended payment of the invoice in the amount of \$7,555.00 to Hectronic USA for the new parking kiosk in the north lot; to update the current Borough Parking Program; and the same technology will be used for the new Center Town municipal parking lot in 2016. The funding for this kiosk in the north lot is provided for within the 2015 budget.

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Motion carried 6-0.

## CONSIDER APPROVAL OF CREDIT/DEBIT CARD USE FOR BOROUGH UTILITY PAYMENTS

A motion was made by Mr. Mathew, second by Mr. Semel, to approve the roll out of the "over the counter" option for Credit/Debit card use to allow customers to pay for their utility bills. Convenience fees for utilization of this option will be absorbed by the individual customer utilizing the option. This is slated to begin in December of 2015. An on-line system is planned for 2016.

Motion carried 6-0.

## NEW BUSINESS:

NONE

## DISCUSSION OF COUNCIL TRACKING ITEMS

Council reviewed the list as provided in the agenda and updated items as deemed necessary.

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## COMMITTEE REPORTS

Mrs. Hess:

Shared Services- No report

Main St. Revit. Comm. No report

Asked for an Executive Session on personnel matters

Mr. Semel:

COG Next meeting is on 11/12/15 and is designed to be a social event

Library Board: Meeting on 10/27/15 and they are working on their Keystone Grant and their budget

Main St. Revit. No report

Mr. Geis:

Electric Comm.: AMP finance committee meeting is on 11/5/15 in Grove City

Bldg. /Finance Comm.: No report

Airport Authority: No report

Mr. Burgess:

Not present

Mrs. Reeb:

Public Safety/Street/Sidewalk/Storm water: No report

Historical Society: No report

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Mr. Mathew:

Water Comm.: No report

EMA: No report

Fire Dept. No report

Asked for an Executive session on contractual matters

Mr. Bayer:

HRC: Next meeting is 10/27/15

PMC: Next meeting is 11/4/15

Noted he is drafting what is to be a "Rules of Council" document for review and comment. This would outline the rules for council operation.

Set a Strategic Planning meeting for November 16, 2015 at 7:00 pm.

Mayor Oliverio:

No report

Manager:

- Noted that the special meeting for review of the sign ordinance has been advertised for 10/28/15 at 10 AM
- Noted that the Borough letterhead has been formally changed by council as noted by the Mayor. We will use the 175th anniversary letterhead, with minor changes, from this point on.
- A new bank account for the credit card/debit card revenue from the parking kiosk has been set up.
- Noted the board vacancies coming for the end of the year.

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Chief Miller:

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Public Works Director:

- The new leaf collection machine is in operation.
- Updated council on the progress of the Halstead Blvd. electric line extension and the railroad "encroachment permit" requirements

Solicitor:

No report

Engineer

- Noted that the demolition project is moving along very well.

The council took a break at 9:55 pm and returned to session at 10:01 pm

The meeting was then recessed into Executive Session at 10:01 pm and Council returned from Executive Session at 10:40 pm.

Being no further business the meeting was adjourned by Council President Bayer at 10:40 PM.

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ATTEST:

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Borough Manager / Secretary

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Mayor