

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

The November 30, 2015 meeting of the Zelienople Borough Council was called to order at 7:31 PM by Council President Allen Bayer.in the council chambers.

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

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

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ralph Geis

## VISITORS

Marla Bennett  
Henry Zeigler

No public comment

\*\*\*\*\*

## CONSENT AGENDA:

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

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

Motion carried 5 - 0

## OLD BUSINESS:

### CONSIDER BID FOR SALE OF 1992 TARCO LEAF VACUUM DISPOSAL

Bids for the sale of the 1992 Tarco TMI Leaf Loader Vacuum were received and opened as

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

advertised. One bid was received. A tally of the bid information is listed below:

Bidder	Bid Amount
Indian Brave Campground	\$8000.00

The bid was accompanied by the appropriate bid security.

A motion was made by Mr. Geis, second by Mr. Burgess, to accept the bid from the Indian Brave Campground for \$8,000.00 for the sale of the 1992 Tarco TMI Leaf Loader Vacuum per Resolution #315-15.

Motion carried 5-0.

## CONSIDER REVISED 2016 MINIMUM MUNICIPAL OBLIGATION FOR BOTH THE POLICE & NON UNIFORMED PENSION PLANS

A motion was made by Mr. Mathew, second by Mr. Geis, to acknowledge the receipt of and accept the Revised 2016 MMO's for the both the Police & Non-Uniformed Pension Plans in the amount of \$180,769.00 and \$105,742.00 respectively. The revised MMO's used the data from the recently completed 2015 Actuarial Reports.

Motion carried 5-0.

## CONSIDER APPOINTMENT TO THE WESTERN BUTLER COUNTY AUTHORITY (WBCA)

A motion was made by Mr. Mathew, second by Mr. Geis, to appoint Mr. Paul Kremer to a five (5) year term on the WBCA Board from 12/31/2015 to 12/31/2020.

Motion carried 5-0.

## CONSIDER APPOINTMENT TO THE CIVIL SERVICE COMMISSION

A motion was made Mrs. Reeb, second by Mr. Geis, to reappoint Mr. Gregg Peffer to the Civil Service Commission. The appointment would be to a six (6) year term from 12/31/2015 to 12/31/2021.

Motion carried 5-0.

## CONSIDER APPOINTMENT TO THE ZELIENOPE LIBRARY BOARD

A motion was made by Mrs. Reeb, second by Mr. Burgess, to reappoint Mrs. Carolyn Skillman to another three (3) year term.. The appointment would be from 12/31/2015 to 12/31/2018.

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Motion carried 5-0.

## CONSIDER APPOINTMENT TO THE ZELIENOPLE AIRPORT AUTHORITY

A motion was made by Mr. Mathew, second by Mrs. Reeb, to appoint Mr. Donald Burgess to a five (5) year term on the Airport Authority Board from 12/31/2015 to 12/31/2020.

Motion carried 5-0.

## CONSIDER RESOLUTION #319-15 TO APPOINT DAVID FOREMAN TO THE ZONING & HEARING BOARD (ZHB)

A motion was made by Mrs. Reeb, second by Mr. Mathew, to approve Resolution #319-15 for the purpose of re-appointing David Foreman to the Zoning Hearing Board for the term effective 1/3/16 to 1/3/19.

A full and true copy of Resolutions #319-15 can be found in the Resolution Book.

---

Secretary / Manager

Motion carried 5 - 0

## NEW BUSINESS:

## CONSIDER AUTHORIZATION TO ADVERTISE ORDINANCE NO. #842-15, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2016

A motion was made by Mrs. Reeb, second by Mr. Burgess, to authorize the Borough Manager to advertise proposed Ordinance #842-15, an ordinance setting the local real estate tax rate for 2016.

Motion carried 5-0.

## CONSIDER TENTATIVE ADOPTION OF THE PROPOSED 2016 OPERATING AND CAPITAL IMPROVEMENT BUDGETS & AUTHORIZATION TO ADVERTISE THE AVAILABILITY OF THE DOCUMENTS FOR PUBLIC INSPECTION

A motion was made by Mr. Geis, second by Mrs. Reeb to approve the tentative adoption of the 2016 Operating and Capital Improvement (CIP) budgets and advertise its availability for public inspection. The total of all funds is \$10,568, 932.

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Motion carried 5-0.

## AUTHORIZATION TO TRANSFER FUNDS-MAIN STREET REVITALIZATION- PHASE 1

A motion was made by Mr. Mathew, second by Mrs. Reeb, to authorize the transfer of monies in the amount of \$644.39 from the Electric Fund Reserves to the General Fund to cover the payment of invoice #14775-10 to CT Consultants for the additional grant work.

Motion carried 5-0.

## AUTHORIZATION TO TRANSFER FUNDS-MAIN STREET REVITALIZATION PHASE 2

A motion was made by Mr. Mathew, second by Mr. Geis, to authorize the transfer of monies in the amount of \$1,747.51 from the Electric Fund Reserves to the General Fund to cover the payment of invoice #150519-5 to CT Consultants for Phase 2 grant work.

Motion carried 5-0.

## CONSIDER TRANSFER OF FUNDS FROM WATER RESERVE FUND TO PAY FOR ASSOCIATED DEMOLITION COSTS FOR PROPERTIES PURCHASED FOR MAIN STREET PROJECT

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve a transfer of \$151,250.00 from the Water Reserve Fund to the General Fund for the purpose of paying the contract awarded to Ken Reilly Contracting for the demolition of said properties.

Motion carried 5-0.

## CONSIDER AGREEMENT WITH THE BUTLER COUNTY REDEVELOPMENT AUTHORITY FOR THE KEYSTONE COMMUNITIES ANCHOR BUILDING PROGRAM

A motion was made by Mr. Mathew, second by Mr. Burgess, to approve an agreement with the Butler County Redevelopment Authority for the Keystone Communities Anchor Building Program. This Cooperation Agreement, which according to the DCED Keystone Communities Guidelines, "applicants that are not local governments (including all non-profit organizations and authorities) must enter into a Cooperation Agreement with the Local Government. The Cooperation Agreement obligates the local municipality to guarantee the local share of project costs from the sources identified in the application, pay its share of project costs (if any), outlines the local government and applicant responsibilities pertaining to the project, and \*obligates the local government to reimburse the Commonwealth for expenditures found by DCED to be ineligible at project closeout.

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Motion carried 5-0.

## CONSIDER RESOLUTION # 318-15 TO AUTHORIZE THE PREPARATION AND SUBMITTAL OF A PENNDOT TRANSPORTATION ALTERNATIVE PROGRAM (TAP) (ARC) GRANT APPLICATION

A motion was made by Mr. Mathew, second by Mrs. Reeb, to approve Resolution #318-15 for the purpose to authorize the submittal of the \$ 600,000 grant application to the Pennsylvania Department of Transportation (PennDOT) for the Main Street Revitalization Project.

Motion carried 5 - 0.

A full and true copy of Resolutions #318-15 can be found in the Resolution Book.

---

Secretary / Manager

## CONSIDER AGREEMENT WITH GANNETT FLEMING FOR RCAP GRANT AND LOAN ADMINISTRATION SERVICES

A motion was made by Mrs. Reeb, second by Mr. Burgess, to approve the agreement with Gannett Fleming, Inc. to provide loan and grant administration services relating to the RCAP grant program for the Main Street project due to its complexity. The Borough Council has indicated that the person from Gannett Fleming, Inc. to do this work is to be Tom Thompson and if for some reason Mr. Thompson is no longer with that firm before the end of this project, the Borough has the right to reconsider Gannett Fleming, Inc. services for providing this work and may exercise the option to move to another provider..

Motion carried 5-0.

## CONSIDER REMOVAL FROM PROBATIONARY STATUS AND MOVE TO REGULAR FULL TIME STATUS FOR KEVIN JACKSON

A motion was made by Mrs. Reeb, second by Mr. Geis, to place Mr. Kevin Jackson on regular full time status as he has successfully completed his probationary period effective December 1, 2015. This change in status does not change the pay rate for Mr. Jackson, but he will become eligible for merit increases in 2016.

Motion carried 5-0.

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

CONSIDER AUTHORIZATION OF THE SALE OF FIRE VEHICLE E22 (2000 PIERCE PUMPER) TO THE PARKER CITY VOLUNTEER FIRE DEPT.

A motion was made by Mrs. Reeb, second by Mr. Mathew, to authorize the sale of the 2000 Pierce Pumper Fire Truck (E22) to Parker City Fire Department for \$137,500. According to the Borough Solicitor, this sale can take place in this manner due to the fact that it is between two public entities and it does not require an advertised sealed bid process for the transfer to take place.

Motion carried 5-0.

OTHER BUSINESS

DISCUSSION OF COUNCIL TRACKING ITEMS

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

TRANSFER OF SPECIAL FIRE POLICE EQUIPMENT AND FUNDS

A motion was made by Mr. Mathew, second by Mr. Geis, to formally transfer all Special Fire Police Equipment and funds to the New Harmony Fire District any time after December 7, 2015.

Motion carried 5-0.

COMMITTEE REPORTS

Mrs. Hess:

- Not Present

Mr. Semel:

- Not Present

Mr. Geis:

Electric Comm.: Noted progress of the AMI metering project

Bldg. /Finance Comm.: Thanked staff for the work done to produce the 2016 budgets. Well done.

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Airport Authority: No report

Mr. Burgess:

IT committee: No report

Employee Pension Committee: No report

Mrs. Reeb:

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

Historical Society: Reported on the Christmas House tour fund raising project.

Mr. Mathew:

Water Comm.: No report

EMA: No report

Fire Dept. No report

Asked for an Executive session on contractual matters

Mr. Bayer:

HRC: Nov. meeting was cancelled. Next meeting is 12/22/15

PMC: No report

Thanked Mr. Geis for his 5 years of service on the Airport Authority

Mayor Oliverio:

- No report

---

# *Minutes of the Borough Council Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Manager:

- Noted a typographical error in the 10/12/2015 minutes in which the "Bills To Be Paid" were denoted as August 2015 instead of October 2015. The correction has been noted on the original minutes.
- Asked for a short Executive Session on a personnel item

Chief Miller:

- Noted that the parking kiosk for the Spring Street parking lot will be able to be purchased with 2015 funds

Public Works Director:

- Updated council on the progress of the Halstead Blvd. electric line extension and the railroads lack of response in getting a specific date for when the overhead power lines can cross the tracks. The Borough has done all it can to insure that power is provided in enough time for the business to begin operations.

Solicitor:

- No report

Engineer

- No report.

The council took a break at 8:41 pm and returned to session at 8:52 pm. Council returned from Executive Session at 9:15 pm.

## CHRISTMAS LUNCHEON AND EMPLOYEE GIFTS

A motion was made by Mrs. Reeb, second by Mr. Geis, to approve the funding of a Borough Christmas Luncheon inviting all staff and council as well as the borough engineer and solicitor; also to approve a \$25 dollar gift card to all employees and retirees.

Motion carried 5-0.

---

*Minutes of the Borough Council  
Zelienople, PA*

11/30/2015

7:30 PM Council-Workshop

MasterID:

560

---

Being no further business the meeting was adjourned by Council President Bayer at 9:16 PM.

ATTEST:

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

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

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

\_\_\_\_\_  
Mayor