
Minutes of the Borough Council Zelienople, PA

12/14/2015

7:30 PM Council-Regular

MasterID:

561

The December 14, 2015 meeting of the Zelienople Borough Council was called to order at 7:30 PM in the Council Chambers by President of Council Allen Bayer. In attendance were Council members, Ralph Geis, Andrew Mathew III, Marietta Reeb, and Donald Burgess. Councilwoman Mary Hess arrived at the meeting at 8:00 PM. Council member Gregg Semel and Mayor Thomas Oliverio were not present.

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tom Thompson

VISITORS:

Marla Bennett
Amerigo Allegretto - Press

No public comment

There was a presentation from Council President Bayer to Manager Donald Pepe for his ten (10) year service award pin.

CONSENT AGENDA

A motion was made by Mr. Burgess, second by Mrs. Reeb, to approve the consent agenda as follows:

- Minutes of the November 9, 2015 council meeting
- Minutes of the November 16, 2015 special council meeting
- Minutes of the November 18, 2015 reconvened special council meeting
- Minutes of the November 30, 2015 council meeting

Minutes of the Borough Council Zelienople, PA

12/14/2015

7:30 PM Council-Regular

MasterID:

561

- Acknowledgement of Summary Budget Report and Balance Sheets for October 2015
- Transfer of \$ 175,000 from the Electric Fund to the General Fund if needed.

Motion carried 5-0.

OLD BUSINESS:

CONSIDER FINAL ADOPTION OF THE 2016 OPERATING AND CAPITAL IMPROVEMENT BUDGETS

A motion was made by Mr. Geis, second by Mr. Mathew, to approve the final adoption of the 2016 Operating and Capital Improvement (CIP) budgets. Total of all funds is \$10,568,932.

Motion carried 5-0.

CONSIDER ADOPTION OF PROPOSED ORDINANCE NO. #842-15, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2016

A motion was made by Mr. Mathew, second by Mr. Burgess, to approve Proposed Ordinance #842-15, an ordinance setting the local real estate tax rate for 2016 as follows:

Tax rate for General purposes	1.81 mills
Tax rate for Recreation purposes	1.00 mills
Tax rate for Fire Department purposes	2.00 mills
Tax rate for Library purposes	0.50 mills
Total	5.31 mills

Motion carried 5-0.

CONSIDER APPROVAL TO PURCHASE NEW PARKING KIOSK TO BE LOCATED IN THE SPRING STREET MUNICIPAL PARKING LOT (South Lot)

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve the purchase of a parking kiosk

Minutes of the Borough Council Zelienople, PA

12/14/2015

7:30 PM Council-Regular

MasterID:

561

from Hectronic USA in the amount of \$7,802.50 which includes the first month's service fee.

Motion carried 5-0.

CONSIDERATION FOR A CHANGE ORDER TO THE CONSTRUCTION CONTRACT FOR THE MAIN STREET REVITALIZATION DEMOLITION PROJECT FOR THE FINAL ADJUSTMENT OF QUANTITIES AND CHANGE OF SCOPE

A motion was made by Mrs. Reeb, second by Mr. Mathew, to approve for Change Order #1 from Ken Reilly Contracting in the amount of a credit of \$2,500.00.

Motion carried 5-0.

PAY REQUISITION #2-FINAL - KEN REILLY CONTRACTING - MAIN STREET REVITALIZATION DEMOLITION PROJECT

A motion was made by Mr. Burgess, second by Mr. Mathew, to approve the transfer and payment of pay requisition #2 from Ken Reilly Contracting in the amount of \$12,178.00 from the Water Fund Reserves to the General Fund

Motion carried 5-0.

NEW BUSINESS:

BILLS TO BE PAID

A motion was made by Mr. Mathew, second by Mr. Geis, to approve the - Bills to be Paid- for the month of December 2015 totaling \$ 761,723.35.

Motion carried 5-0.

CANCELLATION OF THE DECEMBER 28, 2015 COUNCIL MEETING

A motion was made by Mr. Mathew, second by Mr. Geis, to cancel the regularly scheduled Council meeting for December 28, 2015.

Motion carried 5-0.

Minutes of the Borough Council Zelienople, PA

12/14/2015

7:30 PM Council-Regular

MasterID:

561

COUNCIL REORGANIZATION MEETING - SET TIME ON JANUARY 4, 2016

A motion was made by Mr. Mathew, second by Mr. Geis, to authorize the Borough Manager to advertise the 2016 Council Reorganization meeting and for other necessary council business if needed, to be held on January 4, 2016 at 6:30 PM.

Motion carried 5-0.

CONSIDER AUTHORIZATION FOR A NOT TO EXCEED AMOUNT FOR H.R.G. SERVICES FROM THE ELECTRIC RESERVE FUND

A motion was made by Mrs. Reeb, second by Mr. Geis, to authorize a not to exceed amount of \$213,800 for engineering services from HRG for the Main Street Revitalization project to be paid from the Electric Reserve fund as called upon from time to time.

Motion carried 5-0.

AUTHORIZATION TO TRANSFER FUNDS - H.R.G.- ZELIENOPLE STREETScape PROJECT-- MAIN STREET REVITALIZATION

A motion was made by Mr. Mathew, second by Mr. Burgess, to authorize the transfer of monies in the amount of \$ 40,090.00 from the Electric Fund Reserves to the General Fund to cover the payment of invoices #108013 & #108584 to H.R.G. for their services relating to the Mainstreet/streetscape project.

Motion carried 5-0.

REQUEST TO EXTEND THE TEMPORARY SEASONAL LABORER POSITION EMPLOYMENT THROUGH APRIL 30, 2016

A motion was made by Mrs. Reeb, second by Mr. Mathew, to authorize the Borough Manager to extend the Temporary Seasonal Laborer Position held by Kalen Bailey through April 30, 2016.

Motion carried 5-0.

CONSIDER ADOPTION OF RULES OF COUNCIL

A motion was made by Mr. Geis, second by Mr. Mathew, to approve the adoption of the Rules of Council that have been reviewed and edited per comments and suggestions.

Motion carried 5-0.

Minutes of the Borough Council Zelienople, PA

12/14/2015

7:30 PM Council-Regular

MasterID:

561

CONSIDER LETTER OF SUPPORT FOR JACKSON TOWNSHIP TOLLGATE SCHOOL ROAD CORRIDOR MULTIMODAL PROJECT

A motion was made by Mr. Mathew, second by Mr. Burgess, to provide a letter of support for the Jackson Township Tollgate School Road Corridor Multimodal Project.

Motion carried 5-0.

OTHER BUSINESS

None

COMMENTS:

- Donald Burgess gave an IT report that he did not have available at the last meeting.
- Allen Bayer asked for an Executive Session on two items relating to contract issues.
- When Mary Hess arrived, she asked for an Executive Session on a contract issue
- Manager Pepe informed Council that a new bank account had been set up for the receipt of the credit card payments on utility bills, once that installation has been completed.

Council took a short break at 8:02 pm and returned at 8:10 pm.

Council went into Executive Session at 8:10 pm

Council returned from Executive Session at 8:42 pm and the meeting reconvened.

CONTRACT CANCELATION WITH CT CONSULTANTS, INC.

A motion was made by Mrs. Hess, second by Mr. Geis, to cancel the current contract with CT Consultants, Inc. for services related to the Main Street Revitalization project.

Motion carried 6-0.

CONTRACT REVITALIZATION WRITING SERVICES

A motion was made by Mrs. Hess, second by Mr. Geis, to approve a contract, pending council review and approvals of contract details, with Revitalization Writing Services, for current grant application

*Minutes of the Borough Council
Zelienople, PA*

12/14/2015

7:30 PM Council-Regular

MasterID:

561

writing services at \$55 per hour.

Motion carried 6-0.

REAPPLY AUTHORIZATION FOR MAIN STREET GRANT SERVICES

A motion was made by Mrs. Hess, second by Mrs. Reeb, to apply the balance of funding authorization formerly given to CT Consultants, Inc. for Main Street Revitalization services and apply it to the firm of Revitalization Writing Services. The current authorization balance pending any other justified invoices from CT Consultants, Inc. are as follows:

Phase I - \$ 2,984.75

Phase II - \$ 25,839.27
\$ 7,500.00 Contingency Amount

\$ 36,324.02 Total authorization of funds Phase I & II -

Motion carried 6-0.

Being no further business the meeting was adjourned at 8:45 PM by Council President Allen Bayer.

ATTEST:

Borough Manager / Secretary

Council President

Approved by me this _____ day of _____, 2016.

Mayor