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# *Minutes of the Borough Council Zelienople, PA*

2/29/2016

7:31 PM Council-Workshop

MasterID:

566

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The February 29, 2016 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, Mary Hess and Mayor Thomas Oliverio. Councilman Gregg Semel was not present.

Borough Manager Don Pepe, Police Chief Jim Miller, Borough Engineer Tom Thompson, Zoning & Codes Officer Shelly Kaltenbaugh and Solicitor Bonnie Brimmeier were also present.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Don Burgess

## VISITORS

Marla Bennett  
Henry Zeigler  
Eric Lamm  
Cynthia Loveridge  
Jeff Barkley

Cynthia Loveridge asked council to look into a parking problem on Clay Street that she says is serious since she cannot find a place to park due to businesses on Main Street who take up the spaces. It was referred to the Police Chief.

Jeff Barkley spoke in support of the 6F boundary designation with regard to the Zelienople Community Park that is on the council agenda this evening.

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Council President Bayer adjusted the agenda to deal with the 6F Boundary Designation at this time. Council agreed to do so.

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## OLD BUSINESS

### CONSIDER AMENDING THE PREVIOUS AUTHORIZATION THE PARK 6F BOUNDARY DESIGNATION APPROVAL REGARDING POOL RENOVATION GRANT

A motion was made by Mrs. Hess, second by Mrs. Reeb, to approve the proposed change in the 6F Boundary designation for the Community Park as designated in the agenda briefing provided..

Motion carried 6-0.

## CONSENT AGENDA:

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

- Minutes of the February 8, 2016 Regular Council meeting

Motion carried 6 - 0

## NEW BUSINESS:

### CONSIDER PROPOSED RESOLUTION #326-16 FOR THE ELECTRIC RATE INCREASE FOR 2016

A motion was made by Mr. Mathew, second by Mr. Geis, to adopt proposed Resolution #326-16 for the purpose, per the adopted 2016 budget presumptions, to increase the electric rates by 1%, effective with the April 2016 billings.

A full and true copy of Resolutions #326-16 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0.

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## CONSIDER PROPOSED RESOLUTION #327-16 FOR THE WATER RATE INCREASE FOR 2016

A motion was made by Mr. Mathew, second by Mr. Burgess, to adopt proposed Resolution #327-16 for the purpose, per the adopted 2016 budget presumptions, to increase the water rates by 7%, effective with the April 2016 billings.

A full and true copy of Resolutions #327-16 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0.

## CONSIDER ADOPTION OF RESOLUTION #328-16 – TO AUTHORIZE GANNET FLEMING TO ACT AS RCAP GRANT ADMINISTRATOR ON BEHALF OF THE BOROUGH FOR REVITALIZATION PROJECT

A motion was made by Mr. Geis, second by Mr. Hess, to adopt proposed Resolution #328-16 for the borough's intention to have Tom Thompson of Gannet Fleming, our Borough Engineer, to proceed as the Borough's grant administrator for the RCAP grant project for revitalization, this resolution is needed by the State to formally make this happen. Resolution #328-16 has been prepared for that purpose.

A full and true copy of Resolutions #328-16 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0.

## AUTHORIZE EXECUTION OF 2016 MUNICIPAL AGREEMENT

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## BUTLER COUNTY HUMANE SOCIETY

A motion was made by Mrs. Reeb, second by Mrs. Hess, to authorize the approval of the 2016 municipal agreement with the Butler County Humane Society to handle stray dogs in the borough. The fee for individual animals over the age of 12 weeks is \$45. A single puppy under 12 weeks of age is \$40 and a litter of 2 to 4 animals under 12 weeks of age is \$90. A litter of more than 4 animals under 12 weeks of age is \$130. The Borough agreement excludes the authorization for the pick-up of cats as usual.

Motion carried 6-0.

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

A motion was made by Mr. Geis, second by Mr. Mathew, to authorize the transfer of monies in the amount of \$ 28,400.00 from the Electric Fund Reserves to the General Fund to cover the payment of invoice #109731 to H.R.G. for their services relating to the Zelienople streetscape project.

Motion carried 6-0.

## CONSIDER APPROVAL TO ENTER INTO AN AGREEMENT WITH LEXIPOL TO ASSIST THE POLICE DEPARTMENT IN PREPARING AND MAINTAINING THE POLICE DEPARTMENT POLICY AND PROCEDURE MANUAL

A motion was made by Mr. Mathew, second by Mr. Burgess, to authorize the Chief of Police to enter into this agreement with Lexipol to provide policy and procedure development assistance for the updated police department manual. The cost for this service is \$3,910.00.

Motion carried 6-0.

## CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE # 843-16 FOR THE PURPOSE TO DESIGNATE A PEACH STREET PORTION AS ONE-WAY

This item was tabled until a future meeting.

## CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE # 844-16 FOR THE PURPOSE TO DESIGNATE STOP SIGN INSTALLATIONS ON VARIOUS BOROUGH STREETS

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A motion was made by Mr. Mathew, second by Mr. Geis, to authorize to advertise proposed Ordinance #844-16, for the purpose of erecting Stop Signs at the following locations:

STOP STREET	INTERSECTION OR THROUGH STREET	DIRECTION OF TRAVEL
McKim St	Peach St	Eastbound & Westbound
Perry Way	Evans Rd	Northbound & Southbound
Linden St	Pine St	Northbound & Southbound
Hazel St	Peach St	Eastbound & Westbound

Motion carried 6-0.

## CONSIDER APPROVAL OF THE LAND DEVELOPMENT APPLICATION OF YYZ REALTY PARTNERS, LLC FOR PROPERTY LOCATED AT 105 W. CULVERT STREET

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve the Preliminary and Final Approval for a Major Land Development that provides for the conversion of a retail store to a mixed office and retail use. The project is located at 105 W Culvert Street, Zelienople, Pennsylvania. Total property area equals .65 acres. It is zoned C-1, Central Business District, Traditional Neighborhood Development and C-1 Central Business Overlay Zoning District.

Motion carried 6-0

## OTHER BUSINESS

## DISCUSSION OF COUNCIL TRACKING ITEMS

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

## COMMITTEE REPORTS

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Mrs. Hess:

- Gave a report on status report on the Main Street Project

Mr. Semel:

- Not present.

Mr. Geis:

- No reports

Mr. Burgess:

IT committee: - No report

Employee Pension Committee: No report

Airport Authority - gave an update report on their February 17th meeting

Mrs. Reeb:

- Public Safety/Street/Sidewalk/Storm Water: Noted the hole on the Post Office driveway is still there. It is a post office property maintenance issue and the borough has no claim on its repair.

- Also noted metal posts on the side of the property on W. New Castle Street and Green Lane. Can we look into it to determine if it is in the right of way and what that may mean.

Historical Society: No report

Mr. Mathew:

Water Comm.: Waiting on the Borough Engineers report for the Water Dept.

EMA: No report, Don met with Jay Grinnell to seek a way to make the EMA more regional

Fire Dept. Liaison; No report

- Requested an Executive session on personnel item

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Mr. Bayer:

HRC - Meeting rescheduled for March 7

PMC: No report. Meeting will be scheduled

- Requested an Executive session on personnel

Mayor Oliverio:

- Council Meeting to be held on the Passavant Campus on April 25, 2016
- He was reappointed to the Butler County Redevelopment authority for an additional five year term

Manager:

- Noted that the Employee Personnel manual is being printed and will be distributed shortly.
- HRG will be present at the March 14th meeting to give a review of the Main Street project and provide additional information for council input.
- Requested an Executive Session on possible litigation item

Chief Miller:

- No report

Public Works Director:

- Not Present

Solicitor:

- No report

Engineer

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- No report

The council took a break at 8:51 PM and returned at 9:00 PM. Council went into executive session at 9:00 PM.

Council came out of executive session at 10:05 PM and the regular meeting reconvened.

Being no further business the meeting was adjourned by Council President Bayer at 10:06 PM.

ATTEST:

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

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Mayor