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# *Minutes of the Borough Council Zelienople, PA*

4/25/2016

7:30 PM Council-Workshop

MasterID:

570

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The April 25, 2016 meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Allen Bayer in the Scholl Conference Center located on the Passavant Retirement Community Campus. In attendance were, Council Members, Marietta Reeb, Andrew Mathew III, Mary Hess, Gregg Semel, Ralph Geis and Mayor Thomas Oliverio. Councilmen Don Burgess was not present.

Borough Manager Don Pepe, Police Chief Jim Miller, Borough Engineer Tom Thompson, Public Works Director Chad Garland, Zoning & Codes Officer Shelly Kaltenbaugh, Cindy Edwards Systems Administrator and Solicitor John Stranahan were also present.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mary Hess

## VISITORS:

Lois Schindehetle  
Ernest Schindehetle  
Sylvia Chungen  
Bill Fugate  
Elaine Fugate  
Dan Fritch  
Bill & Rosemary Shirley  
Lisa Brown

Lisa Brown shared complaints regarding the police department and the Chief of Police.

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## CONSENT AGENDA

Minutes of the April 11, 2016

A motion was made by Mr. Geis, second by Mrs. Reeb to approve the minutes for April 11, 2016.

Motion carried 6-0.

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## OLD BUSINESS

### CONSIDER RESOLUTION #333-16, AUTHORIZING THE COST SHARING REQUEST WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE RT. 68 BRIDGE PROJECT SECOND ELECTRIC UTILITY RELOCATION

A motion was made by Mrs. Hess, second by Mr. Mathew, to adopt proposed Resolution #333-16, for the purpose authorizing 100% reimbursement from the Pennsylvania Department of Transportation to the Borough to perform the engineering and inspections services for this second relocation of electric utilities. The Borough has requested that Penn DOT incorporate the construction of the temporary electric into their construction contract paid for by the contractor.

A full and true copy of Resolution #333-16 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0.

## NEW BUSINESS:

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

A motion was made by Mr. Mathew, second by Mr. Geis, to authorize the transfer of monies in the amount of \$ 34,470.00 from the Electric Fund Reserves to the General Fund to cover the payment of invoice #110820 to H.R.G. for their services relating to the Zelienople streetscape project.

Motion carried 6-0.

### CONSIDERATION YMCA REQUEST TO HOLD THE 2016 TRIATHLON AT THE COMMUNITY PARK

A motion was made by Mrs. Reeb, second by Mrs. Hess, to approve the request for this event on Saturday, June 18, 2016, including the use of Borough Streets and the Community Park as listed. The sponsor must also note:

- It is their responsibility to coordinate the event with the Borough Street Department and all Emergency Services including the Fire Police.
- Any signs must be small and not block views of traffic on any intersections. The sponsor must gain permission from all property owners to place these signs. They must also be removed as soon as the

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race is completed.

- Streets are not to be marked with paint or markers of any kind.
- The sponsor must also receive the necessary approvals from Harmony Borough and from the Community Park Board.

Motion carried 6-0.

## CONSIDERATION OF THE REQUEST BY THE SHU-BREW PUB FOR THE PLACEMENT OF OUTSIDE SEATING

A motion was made by Mr. Mathew, second by Mr. Geis, to approve the request made by the Shu-Brew Pub, for the placement of outdoor seating and a decorative planter at their establishment located at 210 S. Main Street between April 1, 2016 and November 30, 2016. In addition, they are also requesting the use of a pop up tent in front of their business for special events; 4th of July Parade, Horse Trading Days, ShuBrew 3 Year anniversary, which is 9/17/16 and the Fall Festival, with the following conditions:

- Only two (2), four (4) seat tables located directly outside the establishment in the sidewalk area; and one (1) decorative planter outside the front door entrance to the shop.
- Placement of the tables & chairs and decorative planter will be maintained to ensure that they do not pose an impediment to pedestrians utilizing the sidewalk and the Borough will determine if there is any impediment. If so then this approval can be revoked;
- The tables and chairs are to be placed inside when the business is closed;
- Tables will not be used for any full service, but rather for patrons to consume items purchased inside at the counter.
- This use is permitted from April 1, 2016 through November 30, 2016 weather permitting. Any snowy or icy road or street conditions will obviously require this use to be terminated for the year. A request for any additional time extension would need to be again submitted to the Council.
- A pop up tent can be used as indicated above.
- This request is for 2016 and must be requested annually prior to the intended start date.

Motion carried 6-0.

## REQUEST TO EXTEND THE TEMPORARY LABORER POSITION EMPLOYMENT THROUGH SEPTEMBER 2, 2016

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A motion was made by Mrs. Reeb, second by Mr. Geis, to authorize the Borough Manager to extend the employment of the Temporary Seasonal Laborer Position held by Kaylen Bailey through September 2, 2016. The extension would cover the time frame of May 1, 2016 through September 2, 2016 and the rate of pay commencing with the extension on May 1, 2016 would be \$9.25 per hour.

Motion carried 6-0.

## REQUEST AUTHORIZATION TO ADVERTISE AND HIRE 1 TEMPORARY SEASONAL LABORER POSITION

A motion was made by Mr. Mathew, second by Mrs. Hess, to authorize the Public Works Director to advertise for one public works summer laborer position at a pay rate of \$9.00 per hour and authorize the Borough Manager to hire as he deems appropriate. The employment term for this temporary seasonal laborer position would be through September 2, 2016.

Motion carried 6-0.

## CONSIDER APPROVAL OF THE ROTARY CLUB REQUEST FOR THE 2016 ANNUAL 4TH OF JULY PARADE

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve the Rotary request for the Fourth of July parade on Monday, July 4, 2016 and apply for a parade permit on their behalf and offer a \$250.00 contribution to help defray parade expenses. There should also be two conditions for which the Rotary's cooperation is requested;

- 1) Ensuring that parade participants refrain from throwing candy from moving vehicles to parade spectators. Parade participants are welcome to hand out candy to spectators along the curb of the parade route. The Rotary is responsible to insure this condition is followed, and
- 2) Coordinate all parade activities with all emergency services and the Fire Police.

Motion carried 6-0.

## OTHER BUSINESS

## DISCUSSION OF COUNCIL TRACKING ITEMS

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

## CANCEL MEMORIAL DAY COUNCIL MEETING

A motion was made by Mr. Mathew, second by Mrs. Reeb, to cancel the May 30, 2016 council meeting since it falls on the Memorial Day holiday.

Motion carried 6-0.

## INSTALLATION OF WATER TO THE PARKING LOT PROJECT

A motion was made by Mr. Mathew, second by Mr. Semel, to authorize a change order to install two (2) yard hydrants to the planned Main Street parking lot project and to waive the water tap-in fee for both locations.

Motion carried 6-0.

## SPRING STREET CAFÉ OUTDOOR SEATING

A motion was made by Mrs. Reeb, second by Mr. Semel to approve the request for outdoor seating at the Spring Street Café located at 100 E. Spring Street with the following conditions:

- Only three (3), two (2) seat tables located outside the establishment in the parking lot area; and two (2) decorative planters outside the front door entrance to the shop.
- Placement of the tables & chairs and decorative planters will be maintained to ensure that they do not pose an impediment to pedestrians utilizing the sidewalk and the Borough will determine if there is any impediment. If so then this approval can be revoked;
- The tables and chairs are to be placed inside when the business is closed;
- Tables will not be used for any full service, but rather for patrons to consume items purchased inside at the counter.
- This use is permitted from April 27, 2016 through September 15, 2016. A request for any additional time extension would need to be again submitted to the Council.
- This request must be made on an annual basis.

Motion carried 6-0.

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## COMMITTEE REPORTS

Mrs. Hess:

- Gave a report on status report on the Main Street Project match for both Phase I (Kaufmann House) and Phase II of the project.

Mr. Semel:

- COG meeting was April 14th in Sarver and the next is May 12.
- Update on Library fund raising events

Mr. Geis:

- Reported on the need to consider an Electric rate study to be completed this year.

Mr. Burgess:

- Not present

Mrs. Reeb:

- Public Safety/Street/Sidewalk/Storm Water: Reported on the recent employee Safety Committee meeting.
- Historical Society: Noted the coming Historical Society events

Mr. Mathew:

Water Comm.: Meeting held to review water study report. Asked for additional information to be provided in June for further review.

EMA: Reported that Don is working on recruiting a new EMA Coordinator and making the EMA more regional in nature.

Fire Dept. Liaison; Gave an update on the success of the merger and noted Fire Police recruitment needs.

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Mr. Bayer:

HRC - Reported on the completion of the Non- Uniformed Employee Manual and its distribution.

PMC: No report.

Mayor Oliverio:

- - Noted he is attending the Annual PSAB conference and the 175th Anniversary Book has been nominated for an award by the PSAB.

Manager:

- Noted the Former Fire station location is still open as a polling place for this election.

- - Noted the interest of a high school student to apply for the Junior Council position for the next school term.

Chief Miller:

- No report

Public Works Director:

- - Noted the need to discuss the painting of yellow curbs at various locations including Stop Sign intersections.

Solicitor:

- - No report

Engineer

- No report

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Being no further business the meeting was adjourned by Council President Bayer at 8:50 PM.

ATTEST:

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Borough Manager / Secretary

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Council President

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

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Mayor