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# *Minutes of the Borough Council Zelienople, PA*

5/8/2017

7:30 PM Council-Regular

MasterID:

596

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The May 8, 2017 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, Ralph Geis, Gregg Semel, Andrew Mathew III and Junior Council Member Ethan Mooney. Mayor Thomas Oliverio and Council members Marietta Reeb and Don Burgess were absent.

Borough Manager Donald Pepe, Police Chief Jim Miller, Solicitor Bonnie Brimmeier, Engineer Tom Thompson, Public Works Director Chad Garland and Zoning and Codes Officer Shelly Kaltenbaugh were also present.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Gregg Semel

## PRESENTATION OF 20 YEAR SERVICE AWARD

Council President Allen Bayer made a 20 year service award pin and Certificate to Police Chief James Miller and thanked him for his years of dedicated service to the Borough of Zelienople.

## VISITORS

Randall Hart  
Henry O. Ziegler  
Marla Bennett  
Amerigo Allegretto

Anyone else present did not sign in.

Henry Ziegler wanted to thank the Borough Staff for the efficient cleanup of brush on his property during the brush pickup period.

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## CONSENT AGENDA:

A motion was made by Mr. Geis, second by Mr. Mathew, to approve the following:

- The minutes of the April 24, 2017 Council meeting.
- Transfer Funds \$275,000 from the Electric Fund to the General Fund, if needed

Motion carried 5 - 0

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OLD BUSINESS:

## CONSIDER APPROVAL OF THE 2017 PAVING CONTRACT - MAINTENANCE

Bids were received and opened, as advertised for the 2017 Paving Project - Maintenance. A tally of bids received is as follows:

Bidder	Dbl Bituminous Seal Coat Price/ S.Y.	Bid Total
Suit-Kote Corp	\$ 2.220	\$152,405.22
Russell Standard Corp	\$ 2.615	\$179,522.37
Youngblood Paving	\$ 2.295	\$157,554.04

All bids received were accompanied by the appropriate bid security.

A motion was made by Mr. Mathew, second by Mrs. Hess, to award the bid to Suit-Kote Corp, based upon the unit price of \$2.220 / S.Y. for the 2017 Paving Program - Maintenance Contract (Double Seal Coat) in the Borough of Zelienople.

Motion carried 5-0

## CONSIDER APPROVAL OF THE 2017 PAVING CONTRACT - CONSTRUCTION

Bids were received and opened, as advertised for the 2017 Paving - Construction Contract. A tally of the bids received is as follows:

Bidder: Wiest Asphalt Products & Paving  
Milling of Bituminous (Price/ SY): \$2.52  
Superpave Binder Coarse, 19 mm. (Price / Ton): \$63.47  
Superpave Wearing Coarse, 9.5 mm (Price / Ton): \$63.47  
Bid Total: \$107,112.89

Bidder: Shields Asphalt Paving  
Milling of Bituminous (Price/ SY): \$1.98  
Superpave Binder Coarse, 19 mm. (Price / Ton): \$59.50  
Superpave Wearing Coarse, 9.5 mm (Price / Ton): \$77.57  
Bid Total: \$108,294.40

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Bidder: Youngblood Paving  
Milling of Bituminous (Price/ SY): \$3.00  
Superpave Binder Coarse, 19 mm. (Price / Ton: \$65.90  
Superpave Wearing Coarse, 9.5 mm (Price / Ton): \$72.50  
Bid Total: \$117,104.90

Bidder: A. Liberoni Inc  
Milling of Bituminous (Price/ SY): \$1.91  
Superpave Binder Coarse, 19 mm. (Price / Ton: \$64.84  
Superpave Wearing Coarse, 9.5 mm (Price / Ton): \$78.38  
Bid Total: \$113,154.66

Bidder: Glen Hawbaker  
Milling of Bituminous (Price/ SY): \$2.40  
Superpave Binder Coarse, 19 mm. (Price / Ton: \$71.75  
Superpave Wearing Coarse, 9.5 mm (Price / Ton): \$83.50  
Bid Total: \$125,058.95

All bids were accompanied by the appropriate bid security.

A motion was made by Mr. Mathew, second by Mrs. Hess, to award the bid to Wiest Asphalt Products & Paving, contract total \$107,112.89, for the 2017 Paving Program - Construction Contract in the Borough of Zelienople, based upon the unit prices.

Motion carried 5-0

## CONSIDER REPLACING CURRENT PHONE SYSTEM WITH ARMSTRONG HOSTED PHONE SYSTEM

A motion was made by Mr. Geis, second by Mr. Semel, to replace the boroughs current legacy phone system with a Voice over IP (VoIP) phone system hosted by Armstrong Cable or an equivalent of equal or lessor cost, pending final logistical approval by staff.

Motion carried 5-0.

## NEW BUSINESS:

### BILLS TO BE PAID - MAY 2017

A motion was made by Mr. Geis, second by Mr. Semel, to authorize the "Bills to be Paid" for the month of May in the amount of \$ 686,313.97.

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Motion carried 5-0

## APPROVAL OF THE ROTARY CLUB REQUEST FOR THE 2017 ANNUAL 4TH OF JULY PARADE

A motion was made by Mr. Mathew, second by Mrs. Hess, to approve the Rotary request for the Fourth of July parade on Tuesday, July 4, 2017 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 that the Rotary's cooperation is requested in: 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 5-0.

## CONSIDER APPROVAL OF MINOR SUBDIVISION APPLICATION FOR LUTHERAN SENIOR LIFE PASSAVANT COMMUNITY

Applicant is requesting Final Approval for a Minor Subdivision that includes four lots, including: Lot 1, 11,635 square feet; Lot 2, 9,728 square feet; Lot 3, 9,050 square feet; and Lot 4, 8,348 square feet; and a 24 foot access easement. The project accesses on Culvert Street, and is bound on the west by South Green Lane, to the north by West Beaver Street and to the east by property belonging to Passavant Retirement and Health Center. The proposed subdivision is located in an R-3, Urban Residential, Zoning District.

This item was tabled until the June 12, 2017 council meeting

## CONSIDER THE APPROVAL OF PARKING PERMIT REGULATIONS FOR USE IN THE BOROUGH PARKING LOTS

A motion was made by Mr. Mathew, Second by Mrs. Hess, to adopt the Parking Permit Regulations as presented by Chief Miller.

Motion carried 5-0.

## AUTHORIZE TO ADVERTISE PROPOSED ORDINANCE NO. #854-17, THIRD AMENDMENT TO THE BOROUGH OF ZELIENOPLE POLICE PENSION PLAN

A motion was made by Mr. Mathew, second by Mrs. Hess, to authorize the Borough Manager to advertise proposed ordinance No. #854-17 amending the Borough of Zelienople Police Pension Plan.

Motion carried 5-0.

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## AUTHORIZATION TO TRANSFER FUNDS-MAIN STREET REVITALIZATION - REVITALIZATION WRITING SERVICES

A motion was made by Mrs. Hess, second by Mr. Mathew, to authorize the transfer of monies in the amount of \$724.50 from the Electric Fund Reserves to the General Fund to cover the payment of invoice #160001-16 to Revitalization Writing Services.

Motion carried 5-0.

## CONSIDER HRC RECOMMENDATION TO AMEND VACATION POLICY FOR NON UNIFORMED EMPLOYEES

A motion was made by Mr. Semel, second by Mr. Geis, to accept the HRC recommendation to amend the Vacation policy for the Fulltime Non Uniformed employees hired after January 1, 2017 to cap vacation earned at Twenty (20) days or four (4) weeks beginning after Eleven (11) years of service and to amend the language of the Non Uniformed Employee Handbook to reflect this amendment. Currently it states the cap is Twenty five (25) days or Five (5) weeks after 20 years of service.

Motion carried 5-0.

## CONSIDER CURB CUT AND DRIVEWAY APRON REQUEST FOR 202 N. MAIN STREET

A motion was made by Mr. Geis, second by Mr. Semel, to approve the request for a driveway, curb cut and the recommended 10 foot paved or concrete apron at 202 N Main Street. Administration also recommends that the curb cut for the accessory concrete pad be approved. The cost will be borne by the homeowner making the request.

Motion carried 5-0.

## OTHER BUSINESS:

### INTERMUNICIPAL EMERGENCY MANAGEMENT COOPERATION AGREEMENT/LANCASTER TOWNSHIP

A motion was made by Mr. Geis, second by Mr. Mathew, to approve the Intermunicipal Emergency Management Cooperation Agreement to include Lancaster Township in the initiative. A previous agreement was signed prior to the addition of Lancaster Township and both have the same content.

Motion carried 5-0.

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## ACT 172 IMPLEMENTATION CONCEPT

A motion was made by Mr. Mathew, second by Mrs. Hess to support the concept of how to implement Act 172 Volunteer Fire Department Tax Credits, as presented by the COG working group draft which is presented below.

ACT 172 of 2016 working group summary:

This Act allows Municipalities to provide EIT (Earned Income Tax) and/or RET (Real Estate Tax) credits to Volunteers for their service to the community. Below are brief bullet point of what was covered at the meeting.

- RET- Real Estate Tax Credit. The County is not able to put a credit onto the tax bill at this time with the software they use, so it is not suggested that we provide this credit at the current time.
- EIT- Earned Income Tax Credit. This is the favored course of action at this point. I spoke with Bill Leonard, and he has told me that Berkheimer is ready to start when we are, with regards to reimbursements. I was able to get a draft ordinance from PSATS for our use, and Berkheimer is working on a standardized exemption form as well. The credit amount that was most talked about is a credit for the first \$50,000.00 (\$250.00) for each qualifying volunteer.
- Each Municipality will have to pass an Ordinance enacting this. They will also have to set forth criteria to qualify for this credit. This should be done in conjunction with the Fire Chief.
- Each volunteer will have to be certified by the Fire Chief to be eligible as well.

This information is a great starting point for us to begin moving forward with this tax credit program.

Motion carried 5-0

Council President Bayer asked for an Executive Session on personnel matters and contractual matters.

Council person Mary Hess asked for an Executive Session on legal matters

Solicitor Bonnie Brimmeier asked for an Executive Session on Potential Litigation matters.

Council took a short break at 8:17 PM and went into Executive Session at 8:30 PM. Council came out of executive session and reconvened the meeting at 9:45 PM.

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Being no further business, Council President Bayer then adjourned the meeting at 9:46 PM.

ATTEST:

\_\_\_\_\_  
Borough Manager

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor