

CITY OF SAINT MARYS REGULAR COUNCIL MEETING

FEBRUARY 18, 2013

CALL TO ORDER

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Sally Geyer on Monday, February 18, 2013 at 7:00 p.m. The meeting was held in the Council Room of City Hall, 11 LaFayette Street. Notice of this meeting was sent to Council on February 14, 2013, posted at City Hall and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Present: Mayor Sally Geyer, Daniel Hepner, Gary Anderson, Richard Dornisch, Bob Roberts, Nedward Jacob, Gregory Gebauer, Manager David Greene and Solicitor Thomas Wagner.

VISITORS

Visitors included: Bob Howard, Bill Kraus, Mark Wagner, Amy Cherry, Lou Radkowski, Warren Stewart, Paul Jesberger and Grace Jesberger.

Michael S. Long, Todd Nyquist and Brock McCleary did not sign in.

APPROVAL OF MINUTES

February 4, 2013

Nedward Jacob made a motion to approve the minutes of February 4, 2013, seconded by Daniel Hepner.

Correction

Gregory Gebauer requested the following correction:

Under Topics for Discussion, Parking Meters, first discussion, remove "suggested all the meters be at least 2 hour meters" and replace with "suggested meters be longer than two hours".

Motion Passed

All were in favor to approve the February 4, 2013 minutes with the above noted correction.

**SPECIAL PRESENTATION: Annual
Crystal Fire Department Report**

Bill Kraus, Fire Chief of the Crystal Fire Department, presented the following information for their 2012 Annual Report.

- Responded to 321 incidents, an increase of 45 from previous year
- Provided a breakdown of the incidents
- Responded to 30 mutual aid responses
- Received mutual aid five times
- Provided inspections and drills at 16 local schools and health care facilities
- Provided fire prevention programs to local schools and scout troops
- Held an open house at the Erie Avenue station
- Provided the Prom Promise Program
- Incidents by days of the week and an alarm time analysis
- Response time averages
- Building and content values, losses and savings
- Amount of training for members
- No new members for last year

ISO Report

Chief Kraus also provided the following explanation of the recent Public Protective Classification (PPC) survey and the ISO analysis of the structural fire suppression delivery system provided to the community which resulted in a classification rating of

FEBRUARY 18, 2013

3/8B. The last rating of 3/9 was received in 2002.

ISO's Public Protection Classification Program plays an important role in the underwriting process at insurance companies. Most U.S. insurers use PPC information as part of their decision making when deciding what business to write, coverage to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information of public fire protection may depend on several things; the company's fire loss experience, ratemaking methodology, underwriting guidelines and its marketing strategy.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO's PPC program evaluates communities according to a uniform set of criteria such as needed fire flows, receiving and handling fire alarms, the Fire Department and the water supply. The improved classification of 3/8B recognizes a superior level of fire protection in an otherwise Class 9 area.

Council commended the department members for their service to the community and thanked the Fire Chief for his presentation.

SPECIAL PRESENTATION: Long, Nyquist and Associates, re: Marketing the City

Michael S. Long, partner of Long, Nyquist and Associates, presented information regarding the marketing of the City and the Airport Industrial Park. He explained his company could assist with various services to the City including Government Relations, Public Relations and Funding Assistance.

Todd Nyquist, partner, provided details of the company's successful projects.

Brock McCleary, associate, provided online marketing strategies.

Council thanked them for their presentation.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

MANAGER'S REPORT

January 22- Met with representatives from the Area Transportation Authority to discuss the possibility for them to lease additional parking spaces in the parking garage.

January 23- Attended the North Central Regional Planning and Development Commission Board of

CITY OF SAINT MARYS REGULAR COUNCIL MEETING

FEBRUARY 18, 2013

Directors meeting held in Ridgway.

January 23- Matt Pfeufer and the Manager held a phone conference with Attorney Alfieri to discuss how to proceed with the Floyd Howell zoning issue on Center Street.

January 24 and 25- A representative from Blue Cross/Blue Shield was here at City Hall to meet with employees about our new health care plan. She was here Thursday afternoon and Friday morning and was available to meet with the employees on the new changes to our health care plan.

January 30- Tim Brennan, Lorrie Levenduski and the Manager attended a webinar here at City Hall entitled "Performance Management & Appraisal" sponsored by the Pennsylvania Manufacturer & Business Association.

February 5- Matt Young and the Manager met with Jerry Bankovich from KTH Architects to discuss the replacement of the boiler here at City Hall. The existing boiler is the original one installed in 1970. In October of 2012 and again in January of this year the boiler has been leaking water. We had stop leak installed both times and we have temporarily stopped the leak. An estimate for the replacement of the boiler is \$50,000.

February 11- Attended a meeting of the West Creek Rails to Trails Association.

February 12- Met with Ed Kernisky from Union Real Estate of Pittsburgh. They are currently marketing the Bucktail Village Shopping Plaza and are looking for new tenants for the vacant spaces.

Manager Greene stated a letter was received from a resident stating concerns with the posted speed limit on SR 120/Bucktail Road from the Bucktail Village Plaza intersection east to the Benzinger Road intersection. He had spoken to PennDOT regarding a traffic study for the area of concern and was told the only cost to the City would be the purchase and installation of speed limit signage, if the study warranted a change in the posted speed limit.

Bucktail Road Speed Study Request

Gregory Gebauer made a motion to direct the Manager to contact PennDOT to perform the traffic and engineering study, seconded by Bob Roberts.

Gary Anderson wanted to clarify the motion would include possible costs to the City for signage.

Motion

Mayor Geyer had no objection to the study but was concerned that numerous residents could make the same request.

Discussion

Nedward Jacob stated he believed the costs for signage would be more than two hundred dollars.

FEBRUARY 18, 2013

Paul Jesberger, resident of Bucktail Road, stated he was only asking for help to slow the traffic. He suggested a speed trap be placed in the area.

Nedward Jacob questioned if the City was bound by the study and Council responded yes.

Gregory Gebauer questioned if the City had funds available in the budget for signs and Manager Greene responded yes.

Bob Roberts stated PennDOT would not lower the speed limit unless the statistics from the study proved it was necessary.

Mark Wagner, resident, questioned who would enforce the speed limit and Solicitor Wagner responded the City Police and State Police would both have jurisdiction.

Motion Passed

All were in favor to have PennDOT conduct the traffic study, except Nedward Jacob who opposed.

Gregory Gebauer questioned if it was standard practice for the City to pay for signage along a State highway? Manager Greene responded the City had paid for the signage for the recent change on South St. Marys Street, but a colored sign behind the speed limit sign to alert the motorist to the change in the speed limit had also been installed, which was an additional cost.

A.T.A. Buses

Nedward Jacob stated the A.T.A. was looking for additional parking for their buses and he questioned if they could park the smaller buses on the top deck of the parking garage.

Manager Greene responded some of the A.T.A. buses would not fit under the height restriction for entering the upper deck of the parking garage.

Floyd Howell Property

Nedward Jacob requested an update on the Floyd Howell property and Manager Greene responded the Zoning Officer now had to prove the business was operating from that location.

APPROVAL OF EXPENDITURES
Motion

Gary Anderson made a motion to approve the Expenditures from January 20, 2013 until February 16, 2013, seconded by Richard Dornisch.

Richard Dornisch questioned a line item regarding Otis Elevator and Manager Greene responded it was a six month service contract.

Mayor Geyer questioned a line item regarding Zito Media and Manager Greene responded it was for an IP static address for the camera system in the parking garage.

Gregory Gebauer questioned a line item regarding

CITY OF SAINT MARYS REGULAR COUNCIL MEETING

FEBRUARY 18, 2013

American Arbitration Association and Manager Greene responded it was for the Police Department.

Motion Passed

All were in favor to approve the Expenditures.

TREASURER'S REPORT

Mayor Geyer gave the following Treasurer's Report as of January 31, 2013:

Revenue for the General Fund was at 2.49 percent of budget and Expenditures were at 6.25 percent of budget for January. Last year at this time the City collected .16 percent of the budget for revenue and expensed 6.98 percent of the budget. Revenue will be low for the first few months of the year, because the real estate bills are not mailed until March 1st. Market values in pension plans have increased from last year. Earned Income collected in January was \$125,525.00 or 10.46 of the budget.

Gary Anderson questioned if the Earned Income amount included arrears and Manager Greene responded possibly.

Daniel Hepner questioned if the 2nd, 3rd and 4th quarter Earned Income amounts were "okay" and Manager Greene responded yes.

LEGISLATIVE ACTION:

(none)

There was no Legislative Action on the agenda.

TOPICS FOR DISCUSSION:

Personnel Committee update

Manager Greene explained the Personnel Committee had recently met and agreed to contact PA Manufacturer Business Association and request a Human Resource proposal similar to the one received from NJ Hess Associates.

Gary Anderson stated a different proposal may offer a difference in methodology and perspective.

NJ Hess Human Resource Proposal

Mayor Geyer stated the NJ Hess Human Resource Proposal was recently presented to Council and she wanted the public to know the procedure and the following costs included in the proposal.

Initial Project Meeting- Four (4) hours at \$100.00 per hour

Job Descriptions- Forty-six (46) hours at \$100.00 per hour

Personnel Policy Development- Fifty (50) hours at \$100.00 per hour

Compensation Policy- Forty (40) hours at \$100.00 per hour

Total cost \$14,000.00 plus travel expenses and mileage.

Parking Meter Update

Manager Greene stated the approximately 77 parking meters that were sent in for repair and recalibration are now waiting for recertification from the State inspectors. The cards have been placed inside the meters stating the correct hours of operation and the stickers for the outside of the meters have arrived, but

CITY OF SAINT MARYS REGULAR COUNCIL MEETING

FEBRUARY 18, 2013

warmer weather was necessary for installation. One hundred "lenses" were purchased for a cost of \$400.00. The stickers cost \$200.00 and the recalibration cost was \$35.00 per meter. Approximately 24 meters were changed to provide one hour of time per twenty-five cents. The meters in the parking garage were moved to the bottom portion of the Depot Street municipal lot. All the signage stating the hours of operation were installed at various locations.

Mayor Geyer and Gregory Gebauer agreed the color coding of the meters to identify length of time was a good idea.

Manager Greene stated the majority of the meters were two hours so color coding would not be difficult.

Council briefly discussed the options for color coding.

City Hall Boiler Replacement

Manager Greene explained the Boiler at City Hall was in need of replacement. It was originally installed in the 1970's.

Matthew Young, City Code Official, Council, and the Manager discussed the options for replacement; a five year plan for City Hall, prior proposals to upgrade the entire heating/cooling system, recent upgrades to the heating system, engineering options, time required to replace the boiler and where the funds would come from to pay for the replacement.

Manager Greene would explore the options and update Council at the next meeting.

Contract to review request

Bob Roberts requested a proposed contract be obtained from Long, Nyquist and Associates regarding the prior presentation of marketing the City.

Motion

Bob Roberts made a motion authorizing the Manager to secure a tentative contract to review from Long, Nyquist and Associates regarding marketing the City and the Airport Industrial Park, seconded by Gregory Gebauer.

Richard Dornisch questioned if the City was interested in the contract would it have to go out for bid and Solicitor Wagner responded no, not for professional services.

Bob Roberts stated this was just to obtain a contract to review.

Motion Passed

All were in favor to obtain a proposal to review.

CITIZEN COMMENTS
ON NON-AGENDA TOPICS

There were no comments on non-agenda topics.

COUNCIL COMMENTS

There were no Council comments.

ANNOUNCEMENTS

Mayor Geyer made the following announcements:

CITY OF SAINT MARYS REGULAR COUNCIL MEETING

FEBRUARY 18, 2013

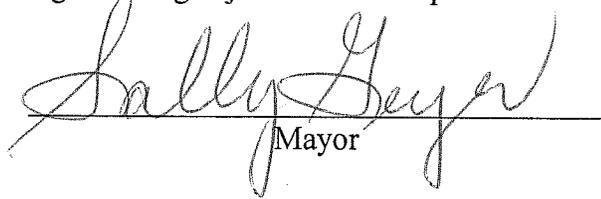
- The next Council worksession will be held Monday, March 4, 2013 at 7:00 p.m. at City Hall.

ADJOURNMENT

Richard Dornisch made a motion to adjourn the meeting. Meeting adjourned at 9:02 p.m.



Recording Secretary



Mayor