

CITY OF SAINT MARYS COUNCIL WORKSESSION

February 2, 2009

CALL TO ORDER

A Council worksession of the City of Saint Marys was called to order by Mayor Sally Geyer on Monday, February 2, 2009 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 Members on January 29, 2009, posted at City Hall and published in the Daily Press.

ROLL CALL

Present: Mayor Sally Geyer, Dennis Nero, Thomas Farley, Richard Gabler, Jr., Sean Gabler, and City Manager David Greene - Richard Dornisch arrived late

Absent: Steven Skok (excused)

VISITORS

Visitors included: Dan Hepner, Mike Cannon, Warren Stewart, James Sharrow, Jeff Smith, and Bill Kraus

APPROVAL OF MINUTES
January 19, 2009

Thomas Farley made a motion to approve the minutes of January 19, 2009, seconded by Dennis Nero, and all were in favor.

REPORT ON EXECUTIVE SESSION

Mayor Geyer stated an Executive Session was held following the last Council meeting to discuss personnel issues. No decisions were made.

SPECIAL PRESENTATIONS

Mike Cannon, Fire Department
re: Brush Truck

Mike Cannon, of the Fire Department, gave a presentation explaining the Crystal Fire Department's request to purchase a 2009 Ford Super Duty F-550 brush truck. He stated \$65,000. was budgeted for the truck. The truck will cost \$53,101. The Relief Association will reimburse the City for an emergency lighting package in the amount of \$4,992., leaving a total of \$48,109. as the City's share.

A motion was made by Richard Dornisch to accept the presentation for the purchase of the brush truck, seconded by Sean Gabler, and all were in favor.

Bill Kraus re: Fire Department's Annual Report for 2008

Chief Bill Kraus, of the Crystal Fire Department presented the department's 2008 Annual Fire Report for the City of St. Marys, as follows:

- responded to 343 incidents
- 54 mutual aid responses
- received mutual aid 3 times
- provided fire prevention programs to students and scout troops
- incidents listed by the days of the week
- alarm time analysis
- buildings & contents values & losses and buildings & contents saved

CITY OF SAINT MARYS COUNCIL WORKSESSION

February 2, 2009

- 96 members with an average of 42.5 hours of training per member
- Relief spent \$5,579.20 for training

After several questions and comments, Council thanked Chief Kraus for his very informative presentation.

**CITIZEN COMMENTS ON
AGENDA TOPICS**
Daniel Hepner

Daniel Hepner, Chairman of the Redevelopment Authority, was present requesting the reappointment of Warren Stewart to the Authority.

Mayor Geyer noted the RDA cannot have a seven member board and that there are two candidates for the position on the Authority.

LEGISLATIVE ACTION
Appointment of
Right-to-Know
Officer

The Manager explained under the new law, every Commonwealth and Local Agency is required to appoint a Right-to-Know Officer. The RTK Officer should be a senior level employee who understands the agency and has a working knowledge of the records the agency possesses.

1st Motion

Dennis Nero made a motion to appoint David Greene as the Right-to-Know Officer. The motion was seconded by Richard Gabler.

Amended Motion

After a discussion, Dennis Nero amended his motion to include Michael Mullaney as the alternate Right-to-Know Officer, seconded by Richard Gabler, and all were in favor.

Award Bid re:
Pre-fabricated
Ultra-Violet
Channel Building

The following nine bids for the "Pre-fabricated Ultra-Violet Channel Building" for the WWTTP were opened during a public meeting held on Tuesday, January 6, 2009 at 1:00 p.m. at City Hall:

Op-Tech, East Syracuse, NY

Total bid.....\$55,555.00

Daghir Construction, Inc., St. Marys, PA.

Total bid.....\$55,890.00

Wm. T. Spaeder Co., Erie, PA

Total bid.....\$59,995.00

Fred L. Burns, Shippenville, PA

Total bid.....\$61,250.00

Landserv, Inc., Boalsburg, PA

Total bid.....\$68,820.00

February 2, 2009

Allison & Assoc. Construction Serv, Inc.
Total bid\$71,335.00

James Weisner, St. Marys, PA
Total bid.....\$76,780.00

North Shore Renovations, Sewickley, PA
Total bid.....\$85,000.00

Greenland Construction, Inc., Clearfield, PA
Total bid.....\$124,240.00

Mike Mullaney, Public Works Director, and KLH Engineers both recommended the bid for the channel building be awarded to the low bidder Op-Tech Environmental Services for the lump sum of \$55,555.00.

1st Motion

Richard Dornisch made a motion to award the bid to Op-Tech Environmental Services. The motion was seconded by Dennis Nero.

Richard Dornisch expressed his opposition to award the bid for the channel building to the low bidder instead of a local contractor. The difference being only \$335.00.

Amended Motion

After a discussion, Richard Dornisch amended his motion to table the awarding of the bid. The motion was seconded by Dennis Nero. On a roll call vote, all were in favor to table the bid. A legal opinion will be requested from Solicitor Jacob regarding the bidding process.

Acceptance of two
Sanitary Sewer Lines
North Street (located
in the Stackpole
Complex)

Manager Greene read a letter from Craig J. Bauer, KLH Engineers, Inc., regarding the acceptance of Sanitary Sewer lines. Mr. Bauer noted the North Street Sewer Extension as-built drawings appear acceptable - profiles should be provided. All test logs represent the system as passing. The drawings indicate the pipe installed is Sch. 40 and SDR-35 pipe is preferred.

The following response to Mr. Bauer's comment was received from Matt Young, City Code Official, regarding the North Street Sewer Extension:
The drawings do indicate that Sch. 40 pipe was used, however, this was a typographical error. The pipe that was installed was in fact SDR-35.

Thomas Farley made a motion to accept the North Street Sewer Extension, seconded by Dennis Nero, and all were in favor.

CITY OF SAINT MARYS COUNCIL WORKSESSION

February 2, 2009

Airport Industrial
Park Sewer Extension

Mr. Bauer's letter regarding the Airport Industrial Park stated the as-built drawings do not provide invert-in elevation for MH S-19 and MH S-45, invert-out elevation for MH S-32, and there is no elevation drop across MH S-41. Profiles have not been provided.

The following response to Mr. Bauer's comment was received from Matt Young, City Code Official, regarding the Airport Industrial Park Sewer Extension: Invert-in elevation for MH S-19 and MH S-45 were not provided because there are none. These two manholes are the start of the sewer line, therefore, there is no invert-in, there is only an invert-out. This was indicated on the supplied "Record Drawings". The invert-out for MH S-32 is 1902.14. This was missed by Palo's engineers and was simply corrected by making a phone call to them. MH S-41 was an existing MH installed by Duffy Inc. on a previously contracted portion of this project. MH S-41 was previously reviewed and approved by the St. Marys Municipal Authority and Craig Bauer of KLH Engineers.

As for profiles not being submitted, past practice will show that this has never been a requirement. If this is going to become a requirement of the St. Marys Municipal Authority and Craig Bauer, Mr. Young would like to know in writing all necessary documentation that will be required so he may pass it along to each contractor completing any future projects.

Sean Gabler made a motion to accept the Airport Industrial Park Sewer Extension, seconded by Richard Dornisch, and all were in favor.

Amendment to the
Cable Franchise
Agreement

Manager Greene stated this agreement will not be approved tonight because Solicitor Jacob will be requesting a few changes.

Mayor Sally Geyer made a motion to table the Cable Franchise Agreement until we receive everything in one package, seconded by Dennis Nero, and all were in favor to table the agreement.

Consider for Adoption
Resolution No. 09-8
Tax Collector's
Salary

Resolution No. 09-8 was presented amending the annual compensation for the City's Tax Collector for the next four year term.

Thomas Farley stated on January 29, 2009, the Tax Board met to discuss and approve the Tax Collector's salary for the next four year term for the elected Tax Collector. The Tax Board consists of one representative from each taxing body. Those attending the meeting were as follows:

February 2, 2009

June Sorg - Tax Board Chairperson and County Commissioner

Cindy Fingado - Tax Board and School Board Representative

Thomas Farley - Tax Board and City Council Representative

Charles Bloam - Tax Collector

Carol Muhitch - City Finance Director

The Resolution, presented tonight, states the Tax Collection Law requires that any amendment to the annual salary of the Tax Collector be adopted prior to February 15th in the year in which the Tax Collector is to be elected.

Mr. Bloam provided the Tax Board with a summary of the duties of the Tax Office and the many requests he received throughout the year.

After the presentation, the board discussed several options regarding the salary of the Tax Collector for the next four year election cycle. Mr. Farley stated the information before you is what the board agreed on. This salary is inclusive of all the duties of the Tax Collector. The Local Service Tax (LST) of \$52.00 does not come under the jurisdiction of the Tax Board. This is a City tax and therefore, compensation to the Tax Collector comes from the City.

Mr. Farley noted the Resolution sets the Tax Collector's salary for the next four years so individuals running in the upcoming election will know what their salary will be prior to the election. Salaries are as follows:

<u>Calendar Year</u>	<u>Annual Salary</u>
2010	\$32,126.18
2011	\$32,768.70
2012	\$33,424.07
2013	\$34,092.55

Dennis Nero made a motion to adopt Resolution No. 09-8. The motion was seconded by Richard Gabler.

Mayor Geyer questioned Councilman Farley as to how did the board come up with these figures? Mr. Farley stated the numbers listed are percentage increases from one year to the next. He noted the board considered the amount of work required

CITY OF SAINT MARYS COUNCIL WORKSESSION

February 2, 2009

by the Tax Collector, the amount of taxes he collects for the City, School, and the County, and determined this would be a fair salary. The salary of 2013 is still less than what the Tax Collector was making prior to when Mr. Bloam was elected four years ago.

Motion Passed

All were in favor to adopt Resolution No. 09-8.

TOPIC FOR DISCUSSION

KOZ - corner of Depot & Fourth Sts.

Manager Greene read a letter from Robert P. Yoder requesting the movement of an existing KOZ to downtown properties for the proposed construction of a 70-80 room flag hotel at the corner of Depot and Fourth Streets. Mr. Yoder noted the KOZ movement is needed to make it economically feasible for a start-up downtown. Without the KOZ, the financial projections completed would not support a hotel in downtown St. Marys. Agreements of Sale on the following properties have been made: Joe Iorfida, Todd Hanes, and Robert Scott. Negotiations are being made with Wilda Fleming and David Geyer to acquire their properties. All the properties will total 1.927 acres.

A written agreement will be made to pay the existing taxes to each taxing body over the next 10-years in lieu of taxes. A list of the parcel number, taxes, a written legal description, and a survey map of the area to be considered was also enclosed. Proposed construction will be in late spring/early summer.

Manager Greene stated tomorrow he will be meeting with Cindy Fingado, of the School District, and John Samick, of the County, to discuss this issue.

After several questions and concerns, the Manager was instructed to set up a meeting between Mr. Yoder, the City, School, and County.

Board Appointments

Mayor Sally Geyer requested that the appointments to the Redevelopment Authority, the Municipal Authority, and the Board of Health be placed on the next agenda.

COUNCIL COMMENTS

Dennis Nero stated sidewalks need cleared of snow especially S. St. Marys Street and Mill Street.

ANNOUNCEMENT

Mayor Sally Geyer made the following announcement:
- Next Council meeting will be held on Monday, February 16, 2009 at 7:00 p.m..

CITY OF SAINT MARYS COUNCIL WORKSESSION

February 2, 2009

ADJOURNMENT

Thomas Farley made a motion to adjourn the meeting.

Mayor

Recording Secretary