

JUNE 17, 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, June 17, 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 June 13, 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: Grace Jesberger, Paul Jesberger, Bob Howard, Tina Gradizzi, Amy Cherry, Lyle Garner, Ashley O'Dell, Katie Weidenboerner and Warren Stewart.

Matthew Pfeufer did not sign in.

APPROVAL OF MINUTES

June 3, 2013

Richard Dornisch made a motion to approve the minutes of June 3, 2013, seconded by Nedward Jacob and all were in favor, except Mayor Geyer who abstained.

**CITIZEN COMMENTS ON
AGENDA TOPICS**

There were no citizen comments on agenda topics.

MANAGER'S REPORT

May 21- Carol Muhitch and Manager met with Dave Geci and Chris Gismondi from Geci and Associates for an exit conference pertaining to the 2012 City of St. Marys annual audit.

May 23- Manager attended the Northern Tier Community Action Corporations Board of Directors meeting held in Emporium.

May 30- Carol Muhitch and Manager met with Paul Haines from the Reschini Group to discuss the new guidelines pertaining to the City's health care policy that will take effect in 2014.

May 31- Manager met with Joe Trimarchi and Sean Gabler from First Commonwealth Bank and listened to what services First Commonwealth can offer the City.

June 4- Manager attended the Comprehensive Economic Development Strategy Committee (CEDS) meeting held in Ridgway. The unemployment rate dropped to 6.4 percent for the month of April, the lowest unemployment rate in the six county area. DCED is on the road again and will be visiting the North Central Region on September 18-20 2013.

June 6- The Pension Boards met with Jeff Davidek from CS McKee to receive an update on the City's pension funds quarterly performance.

June 12- Manager attended the North Central

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Enterprise Board of Directors meeting held in Ridgway.

Richard Dornisch requested an update on the downtown hotel project and Manager Greene responded he had a meeting scheduled on Wednesday with another interested company.

Nedward Jacob asked if the Manager received a response to the letter that was sent to the City Developer, Mr. Yoder, and Manager Greene responded no.

SOLICITOR'S REPORT

Solicitor Wagner stated approval was received from DCED regarding the Golf Authority loan. There was no other action for Council to take except for the required signature of the Mayor on the necessary documents.

APPROVAL OF EXPENDITURES

Motion

Daniel Hepner made a motion to approve the Expenditures from May 13, 2013 until June 15, 2013, seconded by Gary Anderson.

Questions

Gregory Gebauer questioned a line item regarding sidewalk repair and if quotes were obtained and Manager Greene responded three businesses were requested to submit quotes and only two submitted a quote.

Nedward Jacob questioned a line item regarding a transfer for clean-up day expenses and Manager Greene responded he would check on it and get an answer.

Gregory Gebauer questioned a line item regarding the camera system and Manager Greene responded an issue with the upgraded software for security that was installed was blocking access to the camera system. He further explained the camera that was previously on the Marienstadt building was now moved to City Hall, so access to view the Diamond is now on the City website.

Gary Anderson questioned if any of the employees were not on the new health plan and Manager Greene responded no, but there was one employee that had a special exception for the deductible portion of the plan.

Gregory Gebauer questioned since a large amount of money was spent on vehicle repair and maintenance if a cost comparison could be done versus the contracting of services for all City vehicles compared to hiring a full-time mechanic.

Motion Passed

All were in favor to approve the Expenditures.

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TREASURER'S REPORT

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

Total revenue collected for the General Fund was \$3.57 million or 59.8 percent of budget. Tax Revenue collected as of May 31, 2013 was \$3.26 million or 73.7 percent of budget. Total Expenditures for the General Fund as of May 31, 2013 were \$1.8 million or 30 percent of budget. Last year's Expenditures at this time were at 32 percent of budget and in 2011 were 27 percent. Revenue as of May 31, 2012 was \$3.2 million or 53 percent of budget and Tax Revenue was at \$2.9 million of 66 percent of budget.

LEGISLATIVE ACTION:

(added to agenda) Request of Waiver of the Open Container law for the Fireworks Display

Ashley O'Dell from the St. Marys Chamber of Commerce presented a request to waive the open container law for the Fireworks Display to be held on Wednesday, July 3rd, 2013 from 6:00 p.m. until 10 p.m. at the St. Marys Municipal Airport.

Motion Passed

Nedward Jacob made a motion to approve the request, seconded by Bob Roberts and all were in favor.

Consider for adoption: Ordinance No. 283, re: Establishing Battery and Curry Streets as one-way streets

Ordinance No. 283 was presented for adoption establishing Battery and Curry Streets as one-way streets. The Ordinance was duly advertised and displayed.

Bob Roberts made a motion to adopt Ordinance No. 283, seconded by Richard Dornisch and all were in favor.

Nedward Jacob commented the entrance to the Recycling Center (Ceramic Street) was still a two way street.

Social Media Policy

Solicitor Wagner explained Council had been provided with a draft of a Social Media Policy for their review.

Council briefly discussed the details of the policy and agreed the disciplinary procedure should be more detailed.

Solicitor Wagner explained he was not asking for approval of the policy at this time and would provide further information at a future meeting.

No action was taken.

Electronic Communications Policy

Solicitor Wagner explained the Electronic Communications Policy was also a draft for Council's review. Since the draft was based on the County's policy he needed to further review the City's needs for the policy. There was additional language that would be needed for the police department regarding their use of social media for investigative purposes.

No action was taken.

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Comment

Manager Greene commented the City was currently updating its Personnel Manual and once it was finished each employee would be required to sign a receipt and acknowledgment form.

LERTA application: Custom Industrial Processing, Inc.

Custom Industrial Processing, Inc. has submitted an application to the City of St. Marys in regards to the Local Economic Revitalization Tax Assistance Act (LERTA) Program for a 5,850 square foot and a 5,925 square foot addition to an existing industrial building at 336 State Street. The request has been approved by the St. Marys Area School District and the Elk County Commissioners.

Motion Passed

Bob Roberts made a motion to approve the LERTA application for Custom Industrial Processing, seconded by Nedward Jacob and all were in favor.

LERTA application: Keystone Powdered Metal Company

Keystone Powdered Metal Company has submitted an application to the City of St. Marys in regards to the Local Economic Revitalization Tax Assistance Act (LERTA) Program for a 9,000 square foot warehouse addition to an existing industrial building at 251 State Street. The request has been approved by the St. Marys Area School Board and the Elk County Commissioners.

Motion Passed

Nedward Jacob made a motion to approve the LERTA application from Keystone, seconded by Daniel Hepner and all were in favor, except Gary Anderson who abstained.

LERTA application: Foster Wineland

Foster Wineland has submitted an application to the City of St. Marys in regards to the Local Economic Revitalization Tax Assistance Act (LERTA) Program for a 10,500 square foot heavy equipment sales, service and repair building on Grotzinger Road. The request has been approved by the St. Marys Area School Board and the Elk County Commissioners.

Richard Dornisch made a motion to approve the LERTA application for Foster Wineland, seconded by Gary Anderson and all were in favor.

Comment

Bob Roberts suggested Council thank the businesses for investing in St. Marys and Mayor Geyer agreed.

TOPICS FOR DISCUSSION: Recent policy concerning building within City right-of-ways

Gregory Gebauer explained after the last meeting it was unclear to him if the no building within City right-of-ways policy would encompass resident's personal property or was it up to the City's right-of-way.

He had since discussed the issue with the Manager and after further research it was determined it was the City's property.

Council and the Solicitor briefly discussed the various issues with the policy and it was clarified that the Zoning Hearing Board did not have the authority to grant permission to build on someone else's property.

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Christian Food Bank roof repair request
(added to agenda)

Manager Greene stated he had received a request from the St. Marys Christian Food Bank for permission to proceed with the replacement of the metal roof on the City's building located at 817 S. Michael Road and leased by them. The re-roofing project was advertised and several contractors were interested. At their June 10th Board meeting it was unanimously decided, pending Council's approval, to award the project to W & W and Sons. The entire cost for the project would be paid for by the Christian Food Bank.

Gary Anderson made a motion to approve the re-roofing project, seconded by Daniel Hepner and all were in favor.

CITIZEN COMMENTS ON NON-AGENDA TOPICS

There were no citizen comments on non-agenda topics.

COUNCIL COMMENTS

Gary Anderson
Increased revenue and drop in
unemployment rate

Gary Anderson commented he noted the increase in revenue relative to budget compared to last year and the drop in the unemployment rate to 6.4 percent for Elk County.

Bob Roberts
High Grass on Route 255

Bob Roberts questioned since several properties were acquired by the State for the Route 255 project would they have to comply with the City's grass cutting ordinance and Manager Greene responded he has been in contact with the project manager regarding the issue.

Mayor Geyer
Progress in the City

Mayor Geyer commented she was happy with the unemployment rate dropping to 6.4 percent, three LERTA applications and the work on the highway. They were signs the City was moving along.

ANNOUNCEMENTS

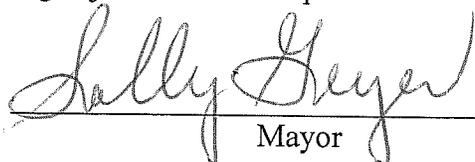
Mayor Geyer made the following announcements:

- The next Council worksession will be held Monday, July 1, 2013 at 7:00 p.m. at City Hall.

ADJOURNMENT

Bob Roberts made a motion to adjourn the meeting. Meeting adjourned at 7:43 p.m.


Recording Secretary


Mayor