

CITY OF SAINT MARYS COUNCIL WORKSESSION

MARCH 7, 2016

CALL TO ORDER

A Council worksession of the City of Saint Marys was called to order by Mayor Robert Howard on Monday, March 7, 2016 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 March 3, 2016, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Present: Mayor Robert Howard, Gregory Gebauer, Nedward Jacob, Gary Anderson, Lou Radkowski, Andrew Mohny, Bob Mohr, Manager Timothy Pearson and Solicitor Thomas Wagner.

VISITORS

Visitors included: Tina Gradizzi, JoAnn Gradizzi, Tom Nicklas, Travis Skrzypek, Mason Catalone, Tim Ruffner, Amy Cherry, Warren Stewart, Todd Caltagarone, Sandy Caltagarone, Dennis Bauer and DJ Marconi.

APPROVAL OF MINUTES

January 18, 2016
Motion Passed

Gary Anderson made a motion to approve the minutes of February 15, 2016, seconded by Lou Radkowski and all were in favor, except Nedward Jacob who abstained.

SPECIAL PRESENTATION:
former Chief of Police W.
Todd Caltagarone

Mayor Howard explained a Certificate of Appreciation was being presented tonight to former Chief of Police W. Todd Caltagarone.

Manager Pearson stated on behalf of the City he thanked Chief Caltagarone for over 26 years of valuable service to the City. During his time as Chief he built a phenomenal foundation for the Police Department which set the stage for the future. He thanked him for his effort and long hours that established the professionalism the police force has today. Manager Pearson personally thanked Chief Caltagarone for taking him "under his wing" when he became the City Manager. Manager Pearson believed he could not have transitioned as fast as he did without his assistance and he was eternally grateful. Manager Pearson looked forward to working with Chief Caltagarone as the new Elk County Sheriff.

Mayor Howard read and presented a Certificate of Appreciation to Chief Caltagarone for his 26 years of service.

Chief Caltagarone thanked everyone and stated it was an honor and pleasure to be part of the St. Marys Police Department for over two and a half decades, 12 of those years as head of the department. The accomplishments that the department made, they made together. He believed it did not occur without total commitment and without building emotional bonds with each other. Also, it was with the department's purpose of protecting the community, keeping the citizen's safe and improving the quality of lives in neighborhoods, which he believed would continue. He was saddened that he would not continue to work with the fine officers and staff at the Police Department on a daily basis, but was enthusiastic with his new role and adventure, which will be much broader in scope. He stated he accepted the certificate on behalf of all the police officers and staff at the St. Marys Police Department.

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Chief Caltagarone received a lengthy round of applause and was thanked by each member of Council, the Mayor, the Manager and the Solicitor.

ADDITIONAL TOPICS FOR DISCUSSION:

Gregory Gebauer made a motion to add B. Signs on the Diamond, seconded by Bob Mohr and all were in favor.

Bob Mohr made a motion to add C. Street Department Garage Area, seconded by Andrew Mohney and all were in favor.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

LEGISLATIVE ACTION:

LERTA application for Woodbed Corporation, 1022 Delaum Road

A LERTA application was presented from Woodbed Corporation for property located at 1022 Delaum Road in regards to the Local Economic Revitalization Tax Assistance Act (LERTA) Program for a commercial storage building at 1022 Delaum Road. The request has been approved by the school district and the county assessment office.

Motion Passed

Gary Anderson made a motion to approve the LERTA application, seconded by Nedward Jacob and all were in favor.

Subdivision Applications: Laramie/Waskal, South St. Marys Street

A subdivision application was presented from Laramie/Waskal for property located on South St. Marys Street. The subdivision proposed to divide a 4.563 acre lot from a 10.922 acre parcel with an existing shopping center located on both parcels. Parcel 1 is accessible via a private 70 foot wide common driveway. There was also an access easement to the rear of the property. The applicant received zoning variances for the building setback and parking spaces from the Zoning Hearing Board January 20, 2016; and the signage variance request was approved on February 10, 2016. The Planning Commission recommended approval of the subdivision with the comment that the recordation maps match the deed descriptions as submitted. The recordation maps were revised and re-submitted.

Motion Passed

Nedward Jacob made a motion to approve the Laramie/Waskal subdivision application, seconded by Gary Anderson and all were in favor.

Dennis P. Schatz, Bruxelles Street

A subdivision application was presented from Dennis P. Schatz for property located on Bruxelles Street. The subdivision proposed to divide a 0.843 acre lot from a 4.449 acre parcel as a lot addition to an adjoining parcel due to the placement of a right-of-way. The residual parcel will be 3.409 acre and contains an existing tool and die shop. The new parcel (Lot 1) will be 1.651 acres, has access to public utilities, with no current plans for future development. The Planning Commission recommended approval of the subdivision with no substantial comments.

Motion Passed

Bob Mohr made a motion to approve the Dennis P. Schatz subdivision application, seconded by Gary Anderson and all were in favor.

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TOPICS FOR DISCUSSION:
 Novak Group Report
 Recommendation Update

Manager Pearson provided the following update on the Novak Group Report recommendations:

Continuing to develop an organization wide strategic plan, implementing a performance management system and an outcome based performance measurement system.

Human Resource support through different sources currently available to the City thru its memberships in different professional organizations or contracting out for any additional services was recommended instead of creating a Human Resource position at the City.

Progress has been made on the comprehensive technology strategic plan with new email service and a calendar that can be accessed from a smartphone and also moving the computer server to a better location.

Work continues on the Police Department accreditation process with the new Police Chief.

It was determined it was more cost effective to continue the Chip and Seal Program with the Street Department employees instead of contracting the service out. Manager Pearson suggested this item be closed.

Weekly meetings between the Public Works Director and Roadmaster to better coordinate work between the engineering and operations have been ongoing and Manager Pearson suggested this item also be closed.

A meeting was recently held with two of the Elk County Commissioners and State Representative Matt Gabler regarding stormwater management. A follow-up meeting was scheduled at the end of March, which Manager Pearson would then report back to Council.

The recommendation to require defined stipulations for employee's response to a callout during a snow and ice event was addressed during the recent union contract negotiations and a policy was approved and seems to be working. Manager Pearson suggested this item also be closed.

The Fleet Management System was in Phase One. All of the equipment has been installed in all City vehicles. Implementation and utilizing the system to its fullest was the next Phase.

Council and the Manager briefly discussed some of the recommendations.

Signs on the Diamond (added to the agenda)

Gregory Gebauer commented there was an issue with political signs on the Diamond at the last festival held in the downtown because they were not allowed according to the City Ordinance. He suggested revising the City ordinance to allow an exemption or approval by the Manager.

The Manager will review the ordinance with Code Enforcement.

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Street Department Garage Area
(added to agenda)

Bob Mohr commented on his recent tour of the Street Department Garage there was a lot of “junk” and scrap metal around the garage. He requested the area be cleaned up.

Manager Pearson responded he was aware of the situation and it was on the “to do list” as an overall spring cleanup at the garage. A new shed will be constructed and the old building will be removed. Also, the price for scrap steel is down.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

There were no citizen comments on non-agenda topics.

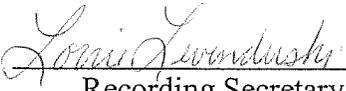
ANNOUNCEMENTS

Mayor Howard made the following announcements:

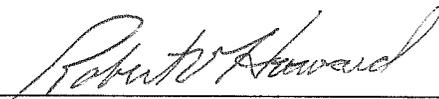
- The next Council meeting will be Monday, March 21, 2016 at 7:00 p.m. at City Hall.
- An Executive Session will be held immediately following adjournment of tonight’s meeting regarding personnel matters.

ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 7:32 p.m.



Recording Secretary



Mayor