

APRIL 20, 2015

**CALL TO ORDER**

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Robert Howard on Monday, April 20, 2015 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 April 16, 2015, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG****ROLL CALL**

Present: Mayor Robert Howard, Gary Anderson, Sally Geyer, Nedward Jacob, Gregory Gebauer, Lou Radkowski, Bob Mohr, Solicitor Thomas Wagner, Acting Managers, Todd Caltagarene and Tim Brennan.

**VISITORS**

Visitors included: Katie Weidenboerner, Tina Gradizzi, Amy Cherry, Warren Stewart, Richard Sadley, Tom Farley David Larkin and Ken Young.

**APPROVAL OF MINUTES**

April 6, 2015  
Motion Passed

Sally Geyer made a motion to approve the minutes of April 6, 2015, seconded by Gary Anderson and all were in favor.

**REPORT ON EXECUTIVE SESSION:**

Mayor Howard stated an Executive Session was held immediately prior to tonight's meeting regarding personnel matters. No decisions were made.

**SIGNING OF PROCLAMATION: Arbor Day**

Mayor Howard signed a Proclamation declaring Thursday, April 23<sup>rd</sup>, 2015, as Arbor Day in the City of St. Marys. The Proclamation was then presented to David Larkin, a representative of the Shade Tree Commission.

**CITIZEN COMMENTS ON AGENDA TOPICS**

There were no citizen comments on agenda topics.

**MAYOR'S REPORT**

Mayor Howard provided the following report:

- Attended the Elk County Commissioners meeting
- Attended the Ridgway Heritage Council meeting
- Attended the 101<sup>st</sup> birthday party for Evelyn Chase
- Attended an Open House held at Ridgmont
- Attended an informational meeting held at Penn Highlands (Elk Regional) regarding their transition to a critical access hospital. They provided assurance the changes were not a downgrade in the hospital facility. Mayor Howard stated he will invite members of the hospital to meet with all of Council to explain the transition in more detail and answer questions that Council may have.
- Attended a Court of Honor for Eagle Scout Austin Frey from Troop 99.

**SOLICITOR'S REPORT**

Solicitor Wagner had nothing to report.

**APPROVAL OF EXPENDITURES**

Motion Passed

Gary Anderson made a motion to approve the Expenditures from March 16, 2015 until April 18, 2015, seconded by Sally Geyer and all were in favor.

**TREASURER'S REPORT**

Mayor Howard gave the following Treasurer's Report for March 31, 2015:

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The City is at the end of the first quarter of 2015 and had collected 15 percent of revenue and expensed 16 percent of the budget for the General Fund. Last year at this time the City received 19.5 percent of revenue and spent 20.4 percent of its budget for the General Fund. This year the City has collected 27 percent of the budgeted amount for Earned Income and 16 percent for Real Estate taxes. Last year 26 percent of budget for Earned Income was collected and 19 percent for Real Estate taxes. In 2013 the City collected 34 percent in Earned Income and 20 percent in Real Estate taxes.

The Sewage Treatment fund collected 21 percent of revenue and expensed 13 percent as of the end of March. In 2014 budget revenue was at 19 percent and expenditures were at 15 percent. In 2013 budgeted revenue was 20 percent and expenditures were 16 percent of budgeted amounts. As of March 31, 2015, sewer charges were as follows: Base rate – 25 percent of budget, Consumption charges - 23 percent, and I & I services were at 25 percent of budget. In March the City received \$393,887 from the PA Treasury Department for the Liquid Fuels Tax allocation. \$224,151.52 will be used for the two street improvement loans and the balance will be used to reimburse the General Fund for salt and stone purchases.

**LEGISLATIVE ACTION:**  
Resolution No.15-6, re: Elk County  
Liquid Fuels Application

Resolution No. 15-6 was presented for adoption authorizing filing an application to the County of Elk for an allocation of liquid fuel funds in the amount of \$8,000.00 to purchase 1b limestone.

Nedward Jacob made a motion to adopt Resolution No. 15-6, seconded by Sally Geyer and all were in favor.

Award of Bids:

Stone

Tim Brennan explained on Thursday April 9, 2015 the following bids were opened for the yearly supply of stone:

New Enterprise Stone, New Enterprise, PA

2a	\$20.35
2rc	\$20.35
#3	\$24.75
1b	\$24.60
2b	\$23.85
DSA	\$24.35

Woodland Equipment, Woodland, PA

2a	\$18.88
2rc	\$18.25
#3	\$24.32
1b	n/a
2b	\$22.16
DSA	\$22.13

J.M. DeLullo Sales, Kersey, PA

2a	\$16.87
2rc	n/a
#3	\$21.95
1b	\$22.50
2b	\$20.55
DSA	\$21.21

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G.O. Hawbaker, State College, PA

2a	\$21.94
2rc	n/a
#3	\$25.94
1b	\$29.94
2b	\$25.94
DSA	\$27.94

Bucktail Excavators, St. Marys, PA

2a	\$17.93
2rc	n/a
#3	\$22.18
1b	\$22.18
2b	\$21.43
DSA	\$21.93

Steven Samick, Street Department Superintendent, recommended the bids be awarded as follows:

- 2a – JM DeLullo - \$16.87
- 2rc - Woodland Equipment - \$18.25
- #3 - JM DeLullo - \$21.95
- 1b – Bucktail Excavators - \$22.18
- 2b - JM DeLullo - \$20.55
- DSA - JM DeLullo - \$21.21

Tim Brennan explained the following bids were opened on Thursday, April 9, 2015 for the yearly supply of dust control materials.

Dust Control

	E2/E3	MC70	MC30
Jefferson Paving, Brookville, PA	\$1.85	\$2.72	\$2.72
Midland Asphalt Materials, Bloomsburg, PA	\$2.23	\$3.45	\$3.45

Steven Samick, Street Department Superintendent, recommended the bids be awarded to Jefferson Paving of Brookville as low bidder.

- E2/E3 - \$1.85/gal.
- MC70.MC30 - \$2.72/gal.

Motion Passed

Bob Mohr made a motion to approve the low bids for stone and dust control as recommended by the Street Superintendent, seconded by Gary Anderson, and all were in favor.

Request from Christian Food Bank

Todd Caltagarone explained the Christian Food Bank was requesting permission to paint the exterior of their portion of the S. Michael Street building. According to the Lease Agreement Council must approve any improvements to the building and all costs incurred will be the responsibility of the Food Bank. Since the building adjoins the Fire Station, the Fire Department was contacted and their response was they were not interested in painting their portion of the building at this time.

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- Motion Passed Gary Anderson made a motion to approve the request, seconded by Sally Geyer and all were in favor.
- Novak Group Study Mayor Howard requested a motion to approve the Novak Group Study.
- The request died for lack of a motion.
- Solicitor Wagner commented he believed Council had a few issues with the Study.
- Gregory Gebauer stated he believed the issues were resolved.
- Nedward Jacob stated he had submitted changes and received revisions, but he had further revisions that he believed had not been changed yet and Acting Manager Caltagarone responded he believed the final revision was emailed to Council in March. Tina Gradizzi confirmed the entire revised report (study) was sent out in March, but she would resend it.
- Subdivision Applications:  
Hunt Oil Products, Inc., Bruxelles Street  
A subdivision application was received from Hunt Oil Products, Inc. for property located on Bruxelles Street. The subdivision proposed to divide two lots from a 2.382 acre parcel as separate lots for sale. Lot 1 is 0.919 acre and has an existing building located on it with public water and sewage. Lot 2 is 0.380 acre and has an existing building with public water and public sewage. The Residual parcel is 1.083 acre and has an existing building with public water and sewage. The residual parcel is accessed via a private 40ft wide street, which also gives it frontage along a street. The Planning Commission recommended approval of the subdivision with no comments.
- Motion Passed Sally Geyer made a motion to approve the Hunt Oil subdivision application, seconded by Bob Mohr, and all were in favor.
- Donald Seelye, Lemans Road A subdivision application was received from Donald Seelye for property located on Lemans Road. The subdivision proposes to subdivide a 0.995 acre lot from a 1.99 acre parcel as a new building lot. The residual parcel contains a single family dwelling. Both lots have access to public water and sewer. The Planning Commission recommended approval of the subdivision with no comments.
- Motion Passed Sally Geyer made a motion to approve the Donald Seelye subdivision application, seconded by Nedward Jacob and all were in favor.
- Paul Eckert, Fox Road A subdivision application was received from Paul Eckert for property located on Fox Road. The subdivision proposes to divide a 10 acre lot from a 23.76 acre parcel for agricultural purposes and transferred to an adjoining property owner. The new lot will be accessed via a 50ft ROW on the eastern side of the residual parcel. The surveyor has added the 50ft ROW to the recordation maps. No new building lots will be created as a result of this

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subdivision. A non-building waiver has been submitted with the subdivision. The Planning Commission recommended approval of the subdivision with the condition that a residual deed description be submitted. The condition was satisfied on April 8, 2015.

Motion

Nedward Jacob made a motion to approve the Paul Eckert subdivision, seconded by Gary Anderson.

Question

Gary Anderson questioned why there was a condition of only agricultural use and Tim Brennan responded the property was not perk tested and there was a non-building waiver.

Motion Passed

All were in favor to approve the Paul Eckert subdivision application.

Lanzel Trust, Wilson Road

A subdivision application was received from Lanzel Trust for property located on Wilson Road. The subdivision proposes to divide a 4.14 acre lot from a 15.23 acre parcel as a side lot addition to an existing parcel. The residual parcel is vacant and consists of 11.09 acres. The receiving parcel contains a single family dwelling with private water and sewage disposal. No new building lots will be created as a result of this subdivision. A non-building waiver has been submitted with the subdivision, however it cannot be approved as the size of the new lot is not great enough. The Planning Commission recommended approval of the subdivision with the condition that the deed description be checked with the submitted plat. After speaking with the surveyor, a set of revised plats was received that correlated with the deed description.

Motion Passed

Bob Mohr made a motion to approve the Lanzel Trust subdivision application, seconded by Sally Geyer and all were in favor.

**TOPICS FOR DISCUSSION:**

Gregory Gebuaer made a motion to add the Novak Group Study to Topics for Discussion, seconded by Gary Anderson and all were in favor.

Nedward Jacob made a motion to add South St. Marys Street Landscaping, Zito Media Contract and EMA Plan to Topics for Discussion, seconded by Bob Mohr and all were in favor.

Novak Group Study

Gregory Gebauer stated if the Novak Group Study did not get approved then he believed the new City Manager would not be able to act upon any of the recommendations contained in the study. He also stated his concerns with the amount of time and money spent on the study. He stated he understood that Councilman Jacob needed to receive the final revisions, but was unsure if there were additional issues with the study. He stated he preferred it be placed on the next agenda so the new City Manager had some direction.

Mayor Howard stated he understood approval was needed of receipt of the final draft and that approval did not mean Council accepted everything contained in the study.

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Solicitor Wagner stated there was probably concerns that approving the study meant approval of all of the recommendations.

Gregory Gebauer stated Council was aware that they would not agree with all of the possible recommendations contained in the study.

Solicitor Wagner suggested Council approve receipt of the study and not all of the recommendations contained in the study.

Sally Geyer questioned if it was necessary to accept the study in order to pay for it and Gregory Gebauer responded the payment was already made.

Nedward Jacob questioned if it was necessary to specify which recommendations Council approved and Solicitor Wagner responded the new Manager would need direction from Council on which recommendations they approved of. The motion should be specific or could simply state, receipt of the report does not mean approval of all of the recommendations. He further stated the approval or receipt of the study should be part of the record.

South St. Marys Street Landscaping Nedward Jacob stated the landscaping along South St. Marys Street, due to the recent street reconstruction, needed grass to be replanted.

Tim Brennan stated he had a phone call in to PennDOT to address that issue and would notify Council of a response.

Zito Media Contract (Franchise Agreement) Nedward Jacob requested an update on the Zito Media Contract (Franchise Agreement) from Solicitor Wagner.

Solicitor Wagner responded a meeting would be scheduled in the near future.

Nedward Jacob requested the installation of fiber optics in City Hall be included in the contract to correct the ongoing issues with broadcasting the Council meetings.

Emergency Management Agency (EMA) Plan Nedward Jacob questioned if the EMA Plan was ever revised and Gregory Gebauer responded the EMA Coordinator had received the plan, but the committee had not yet reviewed it.

Todd Caltagarone stated the plan was updated, but not revised and believed it was a workable plan until a total revision can be done.

Gary Anderson questioned if the EMA Coordinator received the appointment from the Governor's Office and Tim Brennan stated yes, he believed it was in December of last year.

**CITIZEN COMMENTS ON  
NON-AGENDA TOPICS**  
Tom Farley

Tom Farley commented on the various signage at the top of the Boulevard that is now blocking the view of the new clock. Mr. Farley also questioned the Oil and Chip program.

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Mason Catalone

Mason Catalone stated the dedication of the new Rotary Club clock was on April 25<sup>th</sup>, 2015 at 1:00 p.m.

## COUNCIL COMMENTS

Bob Mohr requested an Executive Session immediately following tonight's meeting regarding personnel matters.

## ANNOUNCEMENTS

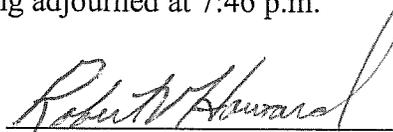
Mayor Howard made the following announcements:

- The next Council worksession will be held Monday, May 4, 2015 at 7:00 p.m. at City Hall.
- An Executive Session will be held immediately following tonight's meeting regarding personnel matters.

## ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 7:46 p.m.

  
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Recording Secretary

  
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Mayor