

DECEMBER 15, 2014

CALL TO ORDER

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Robert Howard on Monday, December 15, 2014 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 December 11, 2014, 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, Manager David Greene and Solicitor Thomas Wagner.

VISITORS

Visitors included: Carol Muhitch, Katie Weidenboerner, Colin Deppen, Amy Cherry, Neal Lepovetsky, Laura Vitale, Mike Brock, Tina Gradizzi, John Copelli, and Richard Sadley.

APPROVAL OF MINUTES

December 1, 2014
Motion Passed

Sally Geyer made a motion to approve the minutes of December 1, 2014, seconded by Gary Anderson and all were in favor, except Mayor Howard who abstained.

REPORT ON EXECUTIVE SESSION:

Mayor Howard stated an Executive Session was held on Monday, December 7, 2014 at 7:00 p.m. regarding personnel matters. No decisions were made.

PUBLIC HEARING: 2015 City Budget

Mayor Howard opened the public hearing on the 2015 City Budget at 7:02 p.m.

Citizen Comments

Neal Lepovetsky stated since the Recreation Board had discussed his proposed dog park and determined they had no funds available at this time to commit to the maintenance of the dog park; he was now requesting Council consider some type of funding for the maintenance of the dog park once he establishes it.

Nedward Jacob responded the hearing was for approval of the 2015 City Budget as prepared, which couldn't be changed at this time without delaying the budget process.

Manager Greene responded the budget was already advertised and displayed.

Manager Greene questioned if Dr. Lepovetsky had any figures to present to Council and Dr. Lepovestky responded no, because he had not been officially notified that the Recreation Board had even discussed the matter. The Manager stated it would be difficult to add the funds to the budget without a cost estimate.

Gregory Gebauer stated Council had not had the opportunity to discuss the matter yet and suggested it be placed on Council's next worksession agenda.

Mayor Howard closed the public hearing at 7:06 p.m.

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**CITIZEN COMMENTS ON
AGENDA TOPICS**

There were no citizen comments on agenda topics.

MAYOR'S REPORT

Mayor Howard stated he had a busy month, but was pleased to report he was certainly moving forward.

MANAGER'S REPORT

November 14- Manager attended the St. Marys Rotary Club Clock project groundbreaking that was held on the Boulevard.

November 19- Tim Brennan and the Manager met with Jeff Reams from Gannett-Fleming to discuss the proposal submitted to study the Elk Creek flooding problem.

November 19- Members of the Pension Committee met with Jeff Davidek from CS McKee to review a quarterly update on the City's Pension Plan investments.

November 20- Carol Muhitch, Todd Caltagarone and the Manager attended "Right to Know" training sponsored by the Elk County Right to Know officer.

November 21- Carol Muhitch and the Manager met with Scott Surra from St. Marys Insurance to review the Insurance proposal for 2015.

November 25- Manager attended the Regional Managers meeting held at the Municipal Building in Johnsonburg.

December 4- Manager met with Chris Heglund from the Auditor General's office to review the Liquid Fuels audit. There were no findings.

December 11- Manager attended the EMA meeting held here at City Hall.

Lou Radkowski questioned if the discussion regarding Elk Creek flooding had provided any further details and Manager Greene responded the proposal may need to be reviewed again depending on when grant funding could be secured in 2015.

SOLICITOR'S REPORT

Solicitor Wagner stated as a result of a meeting between several Council members and representatives from Seneca Resources, the City should be receiving a proposal from Seneca Resources with recommendations for amending the City's proposed ordinance regarding Oil and Gas activities.

He also stated later on the agenda he will discuss the transfer of a liquor license into the City.

**APPROVAL OF
EXPENDITURES**

Motion

Bob Mohr made a motion to approve the Expenditures from November 16, 2014 until December 14, 2014, seconded by Gary Anderson.

Questions

Manager Greene responded to questions from Council regarding the Expenditures.

Motion Passed

All were in favor to approve the Expenditures.

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TREASURER'S REPORT

Mayor Howard gave the following Treasurer's Report for November 30, 2014:

The revenue collected for the General Fund was at 98 percent of budget or \$5.965 million. Last year in November the City was at 99 percent of budget and in 2012 revenue was at 92 percent of budget. The Expenditures for the General Fund was at 88 percent of budget and last year was at 78 percent and in 2012 was at 84 percent of the budgeted amount. Benchmark would be at 91.6 percent. The Sewage Treatment Fund collected 90 percent of revenue and had expenditures of 81 percent of budget. The City has collected \$1,378,031 in Earned Income as of the end of November and in 2013 \$1,339,767 was collected, a 2.9 percent increase. Grant money received in the Recreation Fund of \$142,370 was deferred for the 2015 budget when the projects will be completed.

LEGISLATIVE ACTION:

Consider for adoption: Ordinance No. 292, re: Providing for the levy and assessment of taxes for the fiscal year 2015
Motion Passed

Ordinance No. 292 providing for the levy and assessment for the fiscal year 2015 was presented for adoption.

Nedward Jacob made a motion to adopt Ordinance No. 292, seconded by Sally Geyer and all were in favor.

Resolution No. 14-21 re: 2015 budget for various City funds

Resolution No. 14-21 adopting the 2015 budget for the various funds for the City of Saint Marys was presented for adoption.

Motion

Gary Anderson made a motion to adopt Resolution No. 14-21, seconded by Nedward Jacob.

Question

Sally Geyer questioned whether the budget would need to be changed if the Management Employee Wage and Benefit Schedule was not yet approved and Nedward Jacob responded no.

Motion Passed

All were in favor to adopt Resolution No. 14-21

Subdivision Application: Lorraine Gerber, Ford Road

A subdivision application was presented from Lorraine Gerber for property located on Ford Road. The subdivision proposed to divide a 3.66 acre lot from a 20.67 acre parcel as a side lot addition to an existing parcel with a single family dwelling and public water and sewer. No new building lots will be created as a result of this subdivision. The residual parcel contains an existing single family dwelling with public water and on-lot sewage disposal. The Planning Commission recommended approval of the subdivision with no substantial comments.

Motion Passed

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

Scheduling a public hearing

Solicitor Wagner explained an application was received from Olympic Lanes requesting a transfer of a liquor license from Fox Township into the City of St. Marys. In order to transfer a liquor license from another municipality Council will need to hold a public hearing and approve the license by Resolution.

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- Motion Nedward Jacob made a motion to place both the public hearing and the Resolution on the January 5th Council meeting, seconded by Sally Geyer.
- Discussion Nedward Jacob questioned if the City had reached its maximum allowed amount of liquor licenses and the Solicitor responded yes.
- Motion Passed All were in favor to place both items on the January 5th agenda.
- TOPICS FOR DISCUSSION:**
Appointments to City's Authorities, Boards and Commissions Council had previously discussed the procedure to appoint members to the City's Authorities, Boards and Commissions.
- Motion Gary Anderson made a motion to place the appointments on Council's January 5, 2015 meeting, seconded by Lou Radkowski.
- Discussion Gregory Gebauer questioned if Council still intended to meet with the applicants before the meeting.
- Lou Radkowski questioned how many of the applicants were not reappointments and it was determined two of the applicants were new applicants and all of the vacancies had only one applicant.
- It was determined to meet with the applicants from the Golf Authority, Water Authority, Municipal Authority, and the Shade Tree Commission.
- Motion Passed All were in favor to place the appointments on the January 5th Council meeting.
- An Executive Session will be held sometime before the January 5th meeting to meet with the applicants.
- 2015 City Goals Lou Radkowski requested Council discuss 2015 City Goals and provide a strategic direction for the City in 2015. He suggested the following three items:
Citizen Engagement
Community & Economic Development
Government Operation – Overall
- Gregory Gebauer questioned if a committee would be helpful to pursue the goals instead of Council as a whole and Lou Radkowski responded the first month would be rather intensive.
- Mayor Howard stated the Novak Group study should be discussed, prioritized and incorporated into the 2015 goals.
- Motion Lou Radkowski made a motion to appoint Lou Radkowski, Bob Mohr and Gary Anderson to the 2015 City Goals Committee, seconded by Sally Geyer.
- Gregory Gebauer requested once the committee starts holding meetings, they report back to Council at the next scheduled meeting.

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Motion Passed All were in favor to appoint the above listed Council members to the 2015 City Goals Committee.

EMA Update (added to agenda) Gregory Gebauer made a motion to add EMA Update to the agenda for discussion, seconded by Gary Anderson and all were in favor.

Gregory Gebauer stated the EMA Committee met on December 11th, 2014 and discussed a variety of topics. He stated the newly appointed Emergency Management Coordinator, Tim Pearson was in attendance at tonight's meeting. His appointment is pending the Governor of Pennsylvania's approval.

Tim Pearson approached Council and stated he was excited to be returning to town and becoming involved with Emergency Management for the City. He was impressed with the EMA committee and the hard work that has been already done. He was informed his application for appointment has been processed by P.E.M.A and was forwarded to the Governor's Office. He was looking forward to working with Council and the City. His first task would be to revamp the current Emergency Operations Plan. The draft of the Plan would be presented to Council.

Gregory Gebauer stated the position was a volunteer position with the appointee working directly with the Fire and Police Departments, Ambulance Service and Elkland Search and Rescue. He welcomed and thanked Mr. Pearson.

He further stated Tina Gradizzi had submitted a grant application for the EMA back-up generator system for its control center and the committee also wanted to acknowledge Seneca Resources for their contribution for the back-up radio system. Permission was given to the company to begin the installation work for the back-up radio system and room for the control center was being made. Also, a community notification system was being discussed. The next meeting will be held on January 29th at 7:00 p.m. here at City Hall.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

Mike Brock
Oil & Gas Activities

Mike Brock questioned the meeting with Seneca Resources and their proposal. Solicitor Wagner commented any recommendations would be discussed at a public meeting. Mr. Brock also stated his concerns with the flaring operations happening at the Haneys Hill Gas rig.

Neal Lepovetsky
Geocache item

Neal Lepovetsky requested permission to place a Geocache item on General Meyer Boulevard and Manager Greene responded yes.

COUNCIL COMMENTS
Councilman Mohr
Oil Prices

Councilman Mohr commented with the recent reduction in oil prices the City should consider oil and chipping roads in 2015.

Manager Greene

Manager Greene commented the City has paving projects scheduled for 2015 and the drop in oil prices could provide for additional paving.

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Councilman Anderson
Mr. Pearson

Councilman Anderson commented it was a pleasure to see younger people becoming involved in the community.
(Mr. Tim Pearson)

Councilman Radkowski
Holiday Concerts

Councilman Radkowski provided a schedule of holiday concerts to be held.

Councilman Jacob
Holiday Greetings

Councilman Jacob wished everyone a Merry Christmas and Happy New Year.

Councilwomen Geyer
Humane Society winter road
maintenance

Councilwoman Geyer commented a letter was sent to Council requesting the City assist in the winter maintenance of the Humane Society entrance.

Council discussed the matter and the Manager will check on the lease agreement with the Humane Society.

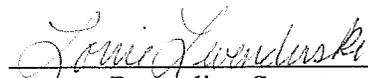
ANNOUNCEMENTS

Mayor Howard made the following announcements:

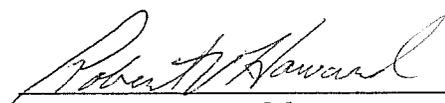
- The next Council worksession will be held Monday, January 5, 2015 at 7:00 p.m. at City Hall.
- 25 years of service plaques will be presented to the following City employees:
W. Todd Caltagarone
Carol Muhitch
Mike Kraus
Thomas Newman
David Shannon
Steve Hoffman

ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting.
Meeting adjourned at 8.00 p.m.



Recording Secretary



Mayor