

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

CALL TO ORDER

A Council worksession of the City of Saint Marys was called to order by Mayor Robert Howard on Monday, April 6, 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 2, 2015, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

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

VISITORS

Visitors included: Mary Kalinowski, Warren Stewart, Tim Pearson, Amy Cherry, Tina Gradizzi, Katie Weidenboerner, Colin Deppen and Richard Sadley.

Art Colaprete did not sign in.

APPROVAL OF MINUTES
March 16, 2015

Sally Geyer made a motion to approve the minutes of March 16, 2015, seconded by Gary Anderson.

Clarification

Bob Mohr requested the following clarification be made under Topics for Discussion – South Michael Street Parking by Post Office:

Design engineering will include the permitting process and will be done by the City Engineer.

Motion Passed

All were in favor to approve the March 16, 2015 minutes with the above noted clarification.

ADDITIONAL TOPICS FOR DISCUSSION:

There were no additional topics for discussion added to the agenda.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

LEGISLATIVE ACTION:
Award of Bid: Recreation Board

Tim Brennan, Acting City Manager, explained the Recreation Board had received bids for their Memorial Park Court Reconstruction Project. Due to funding limitations the Recreation Board recommended the Base Bid 2 (Basketball) and Alternate 1 (Additional Paving) be awarded and not the Base Bid 1 (Tennis Court).

The Recreation Board recommended the bid be awarded to St. Marys Paving as overall low bidder in the amount of \$126,838.00.

After a brief discussion, it was determined Council needed to approve the award of the bid.

Motion

Sally Geyer made a motion to award the Base Bid 2 (Basketball) to St. Marys Paving, seconded by Gary Anderson.

Clarification

Tim Brennan explained there was an Alternate 1 bid (Additional Paving) that also needed to be included.

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

- Amended Motion Passed Sally Geyer amended her motion to also include the Alternate 1 (Additional Paving) for a total amount of \$126,838.00 be awarded to St. Marys Paving, Gary Anderson amended his second and all were in favor.
- Request from Red Cross for free parking Mayor Howard explained the Red Cross was requesting free parking on specified dates for its donors that properly displayed a donor placard.
- Motion Gregory Gebauer made a motion to approve the free parking request for the specified dates listed, seconded by Sally Geyer.
- Question Bob Mohr questioned if they would need the November date as it was Veteran's Day and Gregory Gebauer responded yes if they requested it.
- Comment Sally Geyer commented they may amend the list of dates at a later date.
- Motion Passed All were in favor to approve the request.
- TOPICS FOR DISCUSSION:**
Decker's Chapel
- Mayor Howard stated Mary Kalinowski, Executive Director of the Elk County Historical Society was present at tonight's meeting for the discussion regarding Decker's Chapel.
- Mary Kalinowski provided a brief history of Decker's Chapel.
- She explained due to the harsh winter conditions, drainage issues and the age of the structure, the foundation was cracked and starting to crumble. The situation has caused the chapel to currently be closed until the structure can be secured. She also explained there were certain restrictions that may have to be taken into consideration before moving forward since the chapel is on the National Register of Historic Places.
- She was requesting any support possible from City Council and City staff for needed repairs, obtaining grants, bid process, finding a contractor or fund raising awareness.
- Motion Gregory Gebauer made a motion City staff can assist (Elk County Historical Society Decker's Chapel Project), in any way possible as deemed by the Acting Managers, with the exception of any financial commitment, which must come back to Council for discussion first, seconded by Gary Anderson.
- Discussion Sally Geyer stated she wasn't sure if the City could use tax dollars toward the project due to the religious aspect of the structure and Solicitor Wagner responded there was no problem spending tax dollars as long as it was for historical purposes.
- Gregory Gebauer also responded that (tax dollars) was the purpose for his motion stating the exception of any financial commitment.

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

Sally Geyer questioned since it was a historical landmark couldn't the federal government provide funds and Ms. Kalinowski responded it depended on what type of grants were available. Due to cut backs at this time there were few grants available for historical purposes. She would explore any restrictions because of its placement on the National Historical Registry.

Mayor Howard questioned if Ms. Kalinowski had contacted the County and she responded, due to interest from residents within the entire County and not just St. Marys, she would attend the Commissioner's meeting being held the next day and ask for their support.

Lou Radkowski questioned if any recent development in that area could have caused the problem and Tim Brennan responded it could have, but the location of the structure in a low area was mostly a drainage issue.

Roll Call Vote – Motion Passed

On a roll call vote all seven members voted in the positive. Motion passed.

Council Committee Updates
Early Intervention Committee

Early Intervention Committee – Acting Manager Todd Caltagarone explained Council had been emailed the revised final Novak Group study.

Lou Radkowski stated he thought the original committee was formed to review the proposals for the study and once the study was finished all of Council was to be involved and Tina Gradizzi responded the original committee transitioned to the 5 year Plan committee. The 5 year committee was to assist in the implementation of recommendations from the study.

Nedward Jacob stated he was still reviewing the study and Gregory Gebauer asked Councilman Jacob to let the Acting Managers know when he was finished reviewing the information so it could be placed on the agenda for Council's approval.

Lou Radkowski wanted to clarify once the final study is presented for Council's approval it would not commit Council to proceed with every recommendation contained in the study. Council would be able to choose which recommendations they would want to implement.

Emergency Management
Committee

Emergency Management Committee – Tim Pearson, EMA Coordinator provided the following updates:

- Initial operations capability should be before May
- Radio backup system should be ready in two (2) weeks
- The rest of the communication (ex. Computer, large screens and conference call phone) should be ready in two (2) weeks
- The Contractor for the renovations to City Hall for the Operations Center will begin working on adjoining the rooms.
- Notification should be received soon regarding the ACT 13 funding request for the generator project in the amount of \$10,000. The total cost for the

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

generator project is estimated at \$23,000. Once the grant funds are received additional funds will be requested to fully fund the project

- Continuing to work on the City wide alert system

Nedward Jacob stated the additional funding needed for the generator project would need to be placed as a line item in the 2016 EMA budget.

Oil & Gas Activity Committee	Oil & Gas Activity Committee – No report
2015 City Goals Committee	2015 City Goals Committee – No report – Pending a new Manager
Capital Improvement Planning Committee	Capital Improvement Planning Committee - No Report
Economic Development Committee	Economic Development Committee – The committee met with the Redevelopment Authority and explained what items the committee had reviewed at its last meeting.
Liaison Committee between Council and Acting City Managers	Liaison Committee between Council and Acting City Managers - The committee would be meeting with the Acting Managers to obtain an update.
Search for new Manager Committee	Search for new Manager Committee – Advertisements were placed in the local papers, three (3) Pennsylvania municipal league groupings and posted at several top universities in the State. Numerous requests have been received for additional information about the position and several resumes have already been received. The deadline to submit a resume for the position is April 30, 2015.
Parking Authority	<p>Nedward Jacob stated he wanted to propose in 2016 Council look into forming a fully operational Parking Authority. The Authority would receive their revenue from metered parking, parking permits and metered parking violations. The Authority would be responsible for maintenance issues, repair of meters and poles, paying for the parking enforcement officer, a bookkeeper, auditing requirements, insurance requirements, lighting for parking lots and garage, calibration of meter requirements, maintenance of the parking garage and the payback of funds to the Capital Reserve Fund for the parking garage debt. The Authority would also be responsible for the paving, sealing, sweeping, snow plowing and snow removal for all parking areas. They could also explore options for future parking areas/lots. It would be the Authority's responsibility to balance the revenue and expenditures.</p> <p>Council discussed the previous Parking Authority and its limited responsibilities.</p> <p>Solicitor Wagner explained Council could amend the current Authority's Articles of Incorporation to extend the period of existence and to broaden its authority or wait until the old Authority expires and create a new Authority.</p> <p>The matter will be discussed again at a worksession in June or July.</p>

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

Novak Group's ideas on commuter tax

Gary Anderson explained although not contained in the final Novak Group Study, the Novak Group's opinion was the City had the right to collect an additional wage tax on all wages earned within the City, also known as a commuter tax. He proposed the Solicitor review the matter, determine what the City's rights and obligations would be and if it was something that could potentially be placed on a future ballot.

Solicitor Wagner stated he had emailed information to Council on the matter explaining it could be done but the question was how it could be accomplished. He had previously informed Council he believed that the matter would require an amendment to the Home Rule Charter or a ballot referendum. He provided details of a court case, Home Rule Community options and Act 511 Local Tax Enabling Act requirements.

PennDOT snow removal and chain law

Gary Anderson explained a "near miss" incident during the recent heavy snow event. He believed both vehicles involved should not have been on the road during that heavy snow event. He explained other areas have a snow emergency route or a chain law. The municipality declares certain routes as four wheel drive only or chains required for a certain amount of time until the routes are cleared. He stated on more than one occasion all main routes in and out of town had been closed at some point during a heavy snow event.

Acting Manger Caltagarone stated the State of Pennsylvania has stipulations regarding snow emergency/events. He asked the Solicitor if the City could supersede the state laws and Solicitor Wagner responded there are rules that a municipality cannot regulate matters already regulated by the State.

There was a brief discussion regarding PennDOT rules and regulations.

Acting Manager Todd Caltagarone and Solicitor Wagner will look into the matter.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

Mason Catalone

Mason Catalone stated his concerns with parking by the Post Office along South Michael Street and Chestnut Street and metered parking.

Art Colaprete

Art Colaprete stated his opinion on selling property at the Airport Industrial Park and questioned the status of the Oil & Gas ordinance.

COUNCIL COMMENTS

Councilman Anderson

Congratulations

Councilman Radkowski

Congratulations

Councilman Anderson congratulated Colin Deppen, Bradford Era reporter on his recent PA newspaper award.

Lou Radkowski congratulated Simon Glatt as a participant in the PA All State Band.

Councilman Jacob

Moment of Silence for James

Distler

Nedward Jacob requested a moment of silence for former State Representative and Benzinger Township Supervisor James Distler.

CITY OF SAINT MARYS COUNCIL WORKSESSION

APRIL 6, 2015

**Councilman Gebauer
Clarification**

Councilman Gebauer clarified during the discussion at the last Council meeting he suggested the elimination of parking on the east side of South Michael Street not the side in front of the Post Office. He also wanted to clarify the parking revenue that will be used for the project was previously used to offset expenses in the General Fund, which could affect tax monies.

**Councilwoman Geyer
S. Michael Road**

Councilwoman Geyer stated if traffic along South Michael stayed within their lane then there was plenty of room.

Mayor Howard

Mayor Howard thanked the interim Acting Managers for an excellent job and suggested they both apply for the new City Manager position.

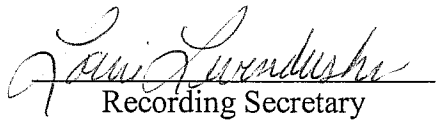
ANNOUNCEMENTS

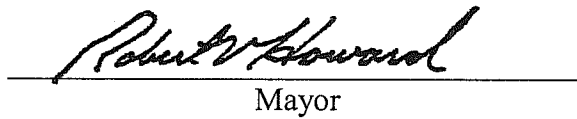
Mayor Howard made the following announcement:

- The next Council meeting will be Monday, April 20, 2015 at 7:00 p.m. at City Hall.

ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 8:16 p.m.


Recording Secretary


Mayor