

CITY OF SAINT MARYS COUNCIL WORKSESSION

AUGUST 5, 2013

CALL TO ORDER

A Council worksession of the City of Saint Marys was called to order by Mayor Sally Geyer on Monday, August 5, 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 August 1, 2013, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Present: Mayor Sally Geyer, Nedward Jacob, Gregory Gebauer, Daniel Hepner, Richard Dornisch, Gary Anderson, Bob Roberts, Manager David Greene. Solicitor Thomas Wagner was excused.

VISITORS

Visitors included: Harry Brock, Jerry Troha, Grace Jesberger, Warren Stewart, Ashley O'Dell, Cherie Pichler, Amy Cherry, Bob Howard, Tina Gradizzi, Richard Sadley, Todd Hanes, Krystle Cesa, Katie Weidenboerner, Paula Weyant, Greg and Carrie Carroll.

Matt Meyer did not sign in.

APPROVAL OF MINUTES
July 15, 2013

Bob Roberts made a motion to approve the minutes of July 15, 2013, seconded by Daniel Hepner and all were in favor.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

LEGISLATIVE ACTION:
Consider for adoption:
Resolution No. 13-13, re: HOME Program

Resolution No. 13-13 was presented for adoption applying for a grant application in the amount of \$350,000 to the PA Department of Community and Economic Development Department to be used towards a First Time Homebuyer Program. This was a revision to Resolution No. 13-7. The breakdown of cost was as follows:

\$300,000 – Project costs
\$21,000 – Administration
\$29,000 – Delivery Costs

Motion

Nedward Jacob made a motion to approve Resolution No. 13-13, seconded by Richard Dornisch.

Question

Daniel Hepner questioned what “delivery costs” within the cost breakdown was and Tina Gradizzi responded it was additional administrative costs to deliver the program. Ex. Inspections, meeting with clients, filling out applications.

Motion Passed

All were in favor to approve Resolution No. 13-13.

Request from Chamber of Commerce, re: “Wing Fling”

Ashley O'Dell from the St. Marys Area Chamber of Commerce presented the following requests for the “Wing Fling” scheduled for Friday, August 16th, 2013.

- Market Street will be closed on Friday, August 16, 2013 at 1:00 p.m. until 10:00 p.m.
- Waiver of the Open Container Law (plastic containers only) for the designated area on Market Street and the Municipal Parking Lot between Market Street and S. St. Marys Street on Friday, August 16, 2013 from 5:00 p.m. until 10:00 p.m.

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- Municipal Parking Lot between Market Street and S. St. Marys Street will be closed at 5:00 p.m. on Thursday evening, to allow for tent set-up, until 10:00 p.m. Friday allowing for clean-up

Motion

Bob Roberts made a motion to approve the "Wing Fling" requests, seconded by Daniel Hepner.

Discussion

Gregory Gebauer questioned if anyone would be making sure there were no glass containers in the area and Ashley O'Dell responded numerous volunteers would be helping with it.

Additional request

Ashley O'Dell then requested free parking for the event.

Amended Motion Passed

Bob Roberts amended his motion to include free parking on Friday, August 16, 2013 from 6:00 p.m. until 8:00 p.m., seconded by Daniel Hepner and all were in favor.

Request from the Elk County Cruisers

The Elk County Cruisers presented the following request:

Use of the Bruxelles Street Municipal parking lot on Saturday, September 21st, 2013 from 1:00 p.m. until 9:00 p.m. for a Classic Car Cruise-In.

Richard Dornisch made a motion to approve the above listed request, seconded by Nedward Jacob and all were in favor.

Requests from Bavarian Fall Fest

Paula Weyant from the Bavarian Fall Fest, presented the following requests for the 4th Annual Bavarian Fall Fest to be held September 20, 21, and 22, 2013:

The following areas for vendors: (Set-up will begin at 8:00 a.m. on Friday, September 20 and clean-up will be immediately following the closing on Sunday, September 23, at 3:00 p.m.)

- Municipal Lot (between Market Street and South St. Marys Street) and a closed portion of Market Street (from Fox's Pizza to the back parking lot of the Corner Restaurant)
- Parking along the east side (Gunners side) of the Boulevard and the grassy area on the boulevard
- Overflow (if needed) City's gravel lot on Center Street (former Mullaney building)
- Parking along Center Street in front of the City's gravel lot (former Mullaney building) – Meters to be bagged for Kid's Zone to be held Saturday from 10:00a.m. until 6:00 p.m.
- Use of electric at the City's gravel lot (former Mullaney building)
- Free Parking for the entire downtown area including the Parking Garage Friday, September 20, 2013 beginning at 8:00 a.m. and to continue thru Sunday, September 22, 2013 at 3:00 p.m.
- Waive the Open Container Law (plastic containers only) for the following locations dates and times: Market Street (designated area) and the Municipal parking lot (between Market Street and S. St. Marys Street) on Friday, September 20 from 6:00

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p.m. until 10:00 p.m. and on Saturday, September 21 from 3:00 p.m. until 10:00 p.m.

The request for use of the fire hydrant in the municipal parking lot needed to be made to the Water Authority.

Motion

Daniel Hepner made a motion to approve the above listed requests, seconded by Richard Dornisch.

Clarification

Gregory Gebauer wanted to clarify the open container was waived only for the municipal parking lot and Market Street (designated area) and Paula Weyant confirmed this.

Motion Passed

All were in favor to approve the above listed requests.

Cooperation Agreement between North Central, the City of St. Marys and St. Marys Hospitality, LP

A Cooperation Agreement between North Central, the City of St. Marys and St. Marys Hospitality, LP dated October 4, 2010 was presented for Council's review. Manager Greene explained in order for another developer to pursue the downtown hotel project, it was recommended the City withdraw from the cooperation agreement.

Motion Passed

Bob Roberts made a motion to rescind the Cooperation Agreement dated October 4, 2010 with North Central so that others may pursue the project, seconded by Nedward Jacob and all were in favor.

TOPICS FOR DISCUSSION:
Labor Day Council Meeting

The first Monday of September is a scheduled Council worksession and also the Labor Day Holiday.

Motion Passed

Bob Roberts made a motion to cancel the September 2nd, 2013 Council worksession, seconded by Richard Dornisch and all were in favor, except Gary Anderson and Gregory Gebauer who opposed.

Vermont Road

Manager Greene explained the City Engineer, Tim Brennan, had prepared a memo to provide a status update on the Vermont/Cardinal Road flooding issues. A detail of work already performed was listed along with planned work in the area. Also listed were the following two proposals:

Bottom End -Increase the existing stormwater facilities along Cardinal Road approximately 160 feet to the discharge point at Silver Creek with an anticipated material cost of \$7,000.

Top End- Installation of a dedicated line from the intersection of Arnold and Vermont Roads to a point approximately 1100 feet downstream with an anticipated material cost from \$18,000 to \$20,000.

Both proposals were with City personnel performing the work.

Since this project was not a dedicated line item in the budget, Council's opinion was being requested on how to proceed.

Council had a lengthy discussion regarding the above presented information with the following concerns:

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- Where the water was coming from
- Bidding a portion of the work
- Making sure homeowners were contacted before project is started

Harry Brock provided a detailed list of past flooding events.

Matt Meyer was concerned with a ditch between Vermont and Virginia Roads. Manager Greene would research the ownership.

Jerry Troha suggested paving and curbing the north side of the road.

Motion

Gary Anderson made a motion to reallocate \$27,000 from the sewer maintenance fund to install pipe per Tim Brennan's memo, seconded by Bob Roberts.

Nedward Jacob didn't believe the City crew had time to perform the work.

Amended Motion

Gary Anderson amended his motion that the "top end" of the project be bid out and checked by the City and the "bottom end" project be done by the City crew, Bob Roberts amended his second.

Nedward Jacob stated he would be in favor of it.

Gregory Gebauer questioned what will happen if the bid amount is not within the allocated amount, because the proposed costs had the City crew performing all of the work.

2nd Amended Motion

Gary Anderson amended his motion to state "up to \$25,000 for the top portion" and Bob Roberts amended his second.

Nedward Jacob questioned what will happen if the bid is over \$25,000 and Manager Greene responded it would have to come back for Council's consideration.

Harry Brock commented it took the City crew weeks to perform the clean-up.

Nedward Jacob commented he still believed the City crew did not have enough time to perform the work for the entire project. The clean-up was part of already scheduled maintenance.

Richard Dornisch commented he believed the project should be done with outside help so the City crew can continue on with the already scheduled projects.

Mayor Geyer clarified the motion was to put out the top portion for bid.

Motion Passed

All were in favor to approve the top end of the project being bid out with the stipulation of not exceeding a total of \$25,000 and the bottom portion be done by the City crew.

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Wastewater Treatment Plant
Expenditures and Sewer Base Rate
proposals

Mayor Geyer questioned if a committee of Council should be formed to address the Wastewater Treatment Plant Expenditures and Sewer Base Rate Proposals.

Nedward Jacob stated the deficit in the Sewage treatment Plant fund should be looked into by the City Manager and staff.

Gregory Gebauer stated he believed Council should have been made aware of the deficit sooner.

Nedward Jacob commented the deficit was noted on the first page of the Sewage Treatment fund budget.

Motion Died

Nedward Jacob made a motion that the City Manager and Finance Director meet with City staff to make sure to reduce the deficit (Wastewater collection and Sewer line funds) by at least \$250,000 and provide a report by Council's next meeting. Motion died for lack of a second.

Council discussed the options to reduce the deficit and the need for more information.

Motion

Nedward Jacob made a motion to have the Manager and Finance Director meet with City staff to see how much they can cut from the 2013 (Wastewater collection and Sewer line) funds to reduce the deficit and not take money from the cash reserves, seconded by Gary Anderson.

Discussion

Daniel Hepner wanted to know where the deficit amount of \$409,000 was coming from and Nedward Jacob responded it was \$212,987 projected deficit for this year and \$195,900 that was taken from cash reserve to balance the 2013 budget.

Mayor Geyer commented the motion was to find cost cutting options for the Wastewater Treatment Plant.

Motion Passed
Sewer Base Rate

All were in favor to approve the motion.

Nedward Jacob provided information regarding the current sewer base rate. He was concerned that multi-family units with only one water meter only pay the base rate once and he provided examples.

Council had a lengthy discussion regarding the base rate and the multi-tenant buildings, other options to calculate the base rate and consumption rates.

Nedward Jacob requested the Manager look into rate options.

CIP and Manhole Pennvest Loan

Nedward Jacob stated in April of this year he had presented a proposal to secure funds for the cast in place project and manhole repairs to help with the I & I issues in the City. He had proposed a \$1.5 million dollar loan with a base rate increase of \$3.00 to be designated only for these projects.

Council discussed the loan option but it was determined more information was needed and loan rate was needed.

The Manager would obtain the rates for the Pennvest Loan.

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Market Street parking lot north side sidewalk Nedward Jacob stated the sidewalk along the Market Street parking lot was cracked and full of weeds and Manager Greene responded he would look into it.

Market Street and Bruxelles Street parking lot meters Nedward Jacob provided a revenue comparison when converting parking meters to twenty-five cents an hour and stated the only meters that were not twenty-five cents an hour were the Market Street and Bruxelles Street parking lots. He requested the parking meters in the Market Street and Bruxelles Street lots be changed to twenty-five cents per hour. He requested Market Street be changed first with the meters from the Parking Garage.

Manager Greene stated he would take care of changing Market Street meters first with some of the meters from the Parking Garage.

Parking Garage Rusting Nedward Jacob stated the rusting on the Parking Garage was unacceptable and needed to be addressed.

Manager Greene stated he had the paint supplier and the painter scheduled to review the situation.

CITIZEN COMMENTS ON NON-AGENDA TOPICS

There were no citizen comments on non-agenda topics.

COUNCIL COMMENTS

Bob Roberts

Bob Roberts asked for a timeline on the demolition project on Erie Avenue and Manager Greene responded they were working with the adjacent building owners and the RDA.

Bob Roberts also commented the lower end of Memorial Park still needed cleaned-up.

Gregory Gebauer

Gregory Gebauer requested an update on the boiler project and Gary Anderson believed the quotes would be obtained soon.

Nedward Jacob

Nedward Jacob thanked Lorrie Levenduski for having all the City's public meetings placed in the Community Calendar.

ANNOUNCEMENTS

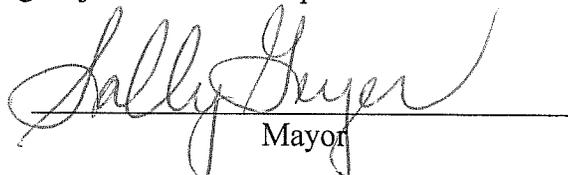
Mayor Geyer made the following announcements:

- The next Council meeting will be Monday, August 19, 2013 at 7:00 p.m. at City Hall.
- Trick or Treat will be held Thursday, October 31, 2013 from 6:00 p.m. until 8:00 p.m.
- Elk County Fair opening ceremony begins Tuesday, August 6th, 2013
- Congratulations to the Senior league girls softball team for winning the PA State title.

ADJOURNMENT

Daniel Hepner made a motion to adjourn the meeting. Meeting Adjourned at 8:40 p.m.


Recording Secretary


Mayor