

**WARREN CITY COUNCIL
REGULAR MEETING
JANUARY 15, 2018 – 7:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the January 15, 2018 regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance. Mayor Cashman announced that Council met in Executive Session on January 8 regarding real property matters and immediately preceding this meeting regarding the GRO-Warren litigation and real property matters.

PROCLAMATION: MARTIN LUTHER KING, JR. DAY

Mayor Cashman presented a proclamation honoring Dr. Martin Luther King, Jr. and encouraged all citizens to share in reflecting on Dr. King's legacy.

ROLL CALL

Members present and responding to roll call were: Mayor Maurice Cashman, Elissa Davis, Gregory Fraser, Paul Giannini, Philip Gilbert, Richard Kolcharno, and James A. Zavinski, Sr. Members of City Staff present were Mrs. Freenock, Chief Deppen, Mr. Hildebrand, Mr. Holtz, Mrs. Leary, Chief Pascuzzi, Mrs. Risinger, Mrs. Williams, Mr. Yurisc, and Attorney Stapleford.

APPROVAL OF MINUTES

Upon motion by Mr. Zavinski and second by Mr. Fraser, the minutes of the, December 18, 2017 Regular Meeting were unanimously approved.

Upon motion by Mr. Zavinski and second by Mr. Fraser, the minutes of the December 28, 2017 Special Meeting were unanimously approved

Upon motion by Mr. Zavinski and second by Mr. Fraser, the minutes of the January 2, 2018 Organizational Meeting were unanimously approved.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Warren County Commissioner Jeff Eggleston: Address to City Council
- Pauline Steinmeyer: Observing
- Wendy McCain: Observing
- Andrew Morrison: Times Observer Reporter

CORRESPONDENCE

There was no correspondence to come before Council.

ADDRESS TO CITY COUNCIL: COUNTY COMMISSIONER JEFF EGGLESTON

Commissioner Eggleston stated that he is visiting each municipality in Warren County to foster understanding and cooperation between communities and the County offices. His address to Council highlighted the following:

1. The Warren County Marketing Taskforce which seeks to produce a report of recommendations and project ideas regarding County tourism, promotion, business development and investment, and workforce recruitment.
2. The Warren County Redevelopment Taskforce which seeks to produce a report addressing five key topics related to redevelopment: Blighted Property, Tax Claim Bureau, Commercial

Property Redevelopment, Public Housing, and Permitting/Zoning Code Enforcement.

3. The County and Career Center (3C) Partnership Program under which the County and municipalities may work with the Career Center to create opportunities for beautification projects and aid in the education of the County's youth. It was noted that municipalities may apply for grants for these projects and applications will be distributed once available.
4. The Municipal Virtual Hub which is a collaboration between the Warren County Intergovernmental CO-OP (COG), municipal secretaries, and the County to provide an internet resource for municipalities to share information and resources.
5. The development of a County Recycling Program that would utilize the County Warehouse as the site of a self-serve recycling center. It is anticipated that the facility will allow for the collection and recycling of items such as household hazardous waste, electronics, and other items which are difficult to dispose of. Funding for this project is being sought.

RESOLUTION NO. 3054: KEYBANK MUNICIPAL DEPOSIT SIGNATORIES

Mrs. Risinger stated that it is sometimes necessary for the City to make refunds in regard to parking fines. Therefore, an account for this purpose was established at First Niagara Bank (now KeyBank). Two signatures are required on all checks written with one signature being from a signatory within the Administration Department and one being from a signatory within the Police Department. Due to recent personnel changes, it is necessary to enact a new resolution designating the authorized signatories for the account.

Upon motion by Mr. Kolcharno and second by Miss Davis, Council members voted unanimously to adopt the KeyBank Municipal Deposit Resolution.

RESOLUTION NO. 3055: AFFIRMATION OF CONTRIBUTION TO TRANSIT AUTHORITY

Mrs. Risinger noted that the City is one of many organizations from which the Transit Authority of Warren County (TAWC) seeks funding. The City's contribution is utilized as matching funds in regard to State funding. As part of the State funding application, it is necessary for TAWC to submit a City resolution affirming the amount of the contribution to TAWC as provided for in the 2018 Municipal Budget and further affirming that the contribution will be provided prior to the June 30, 2019 close of the State Fiscal Year.

Upon motion by Mr. Fraser and second by Mr. Kolcharno, Council members voted unanimously to approve the resolution affirming the City's 2018 contribution to the Transit Authority of Warren County.

MEMORANDUM OF UNDERSTANDING: FRATERNAL ORDER OF POLICE, LODGE NO. 83

Chief Deppen stated that the Memorandum of Understanding (MOU) between the City and the Fraternal Order of Police, Lodge No. 83, which was approved by Council on December 18, 2017 includes a provision regarding discussion of scheduling matters.

One of the matters to be considered is the scheduling of vacation or holiday days and the number of days which will be approved in instances where such use of vacation or holiday will create the need for overtime hours. The current contract provides that only those leave requests which are for three or more days will be approved. The Union requested that this provision be removed.

It was suggested that the MOU be amended by adding language to Article VII, Section 3.A which states that the current provision will remain in place; however, it will only be enforced when the Chief of Police, in his sole discretion, determines that it is necessary to implement enforcement.

Upon motion by Mr. Zavinski and second by Mr. Kolcharno, Council members voted unanimously to approve the Memorandum of Understanding between the City and the Fraternal Order of Police, Lodge No. 83, regarding the scheduling of vacation and holiday days.

ORDINANCE NO. 1901: BUDGET APPROPRIATION

Chief Deppen noted that TechWorx has been providing Information Technology (IT) services for the City since May, 2017. During that time, TechWorx has worked with the City to evaluate the City's IT infrastructure and to identify necessary system upgrades. The prior IT service provider had not kept many systems up to date and, therefore, additional needs have been identified. Of primary concern are upgrades to equipment and software that are required for the Police Department. The additional estimated amount necessary to accomplish the IT work required in 2018 is \$50,000. It was requested that Council authorize and additional appropriation from the General Fund balance for the IT line item in the 2018 budget.

Mr. Giannini indicated that he participated in a discussion with TechWorx and stated that the proposed work is necessary for the Police Department to operate in accord with regulations pertaining to law enforcement IT, to obtain proper licensing, and for data storage.
(Secretary's note: Mr. Giannini is an IT professional.)

Upon motion by Mr. Fraser and second by Mr. Zavinski, Council members voted unanimously to adopt the ordinance providing for the appropriation of \$50,000 from the General Fund balance to the Information Technology line item in the 2018 budget.

APPOINTMENT TO THE UCC JOINT BOARD OF APPEALS

Mrs. Williams noted that a prior member of the Joint Uniform Construction Code (UCC) Board of Appeals chose not to seek re-appointment to the Board. Membership on this board requires that the individual possess certain qualifications which will allow them to make educated determinations regarding appeals. Mrs. Williams indicated that Donna Zariczny has stated her interest in serving on this board and it has been determined that she meets the required qualifications.

Upon motion by Mr. Fraser and second by Miss Davis, Council members voted unanimously to appoint Donna Zariczny to the Joint Uniform Construction Code Board of Appeals.

AUTHORIZATION FOR A WASHINGTON PARK TIMBERING PROJECT

Mr. Holtz noted that the City conducted timbering projects at Washington Park in 2003, 2005, and 2007. Dave Miller of Allegheny Forestry served as the City's consultant in determining trees to be cut and conducted the sale of the timber for each of those projects. It was noted that the 2007 sale of timber netted \$63,300.

Mr. Holtz stated that the selective removal of the old growth trees promotes the healthy growth of younger trees throughout the Park. He further stated that the price per board foot of timber is up from what it has been in recent years and, therefore, it is suggested that a timbering project be conducted in 2018. In response to Miss Davis' question, Mr. Holtz indicated that the proceeds from the timber sale would be deposited in the General Fund.

Upon motion by Mr. Fraser and second by Mr. Gilbert, Council members voted unanimously to approve the conduct of a Washington Park Timbering Project in 2018 and utilize the services of Dave Miller of Allegheny Forestry to determine the trees to be cut and to assist with the bid process.

PUBLIC HEARING DATE: TOM PELLEGRINO ECONOMIC LIQUOR LICENSE APPLICATION

Mrs. Freenock stated that the City is in receipt of correspondence from Tom Pellegrino indicating his intent to file an application to the Pennsylvania Liquor Control Board for an Economic Development Liquor License. If approved, this license would be for Pellegrino’s Italian Foods and Market located at 449 Conewango Avenue.

In accord with guidelines for the issuance of an Economic Development Liquor License, it is required that the City hold a public hearing. Subsequent to the public hearing, Council’s decision, either approving or disapproving the application, must be stated in the form of a resolution.

Mr. Zavinski made the motion to set the date and time of a Public Hearing regarding the application by Tom Pellegrino for an Economic Development Liquor License for Pellegrino’s Italian Foods and Market located at 449 Conewango Avenue for February 19, 2018, at 7:30 PM. The motion was seconded by Miss Davis and carried with six votes in the affirmative and one nay vote cast by Mr. Kolcharno.

GRO-WARREN

Mrs. Freenock noted that the City obtained outside counsel to represent the City in the suit brought against GRO-Warren. On January 9, Mayor Cashman attended a mediation session held in Erie. Following that session, it was the recommendation of Counsel that the City agree to accept a settlement in the amount of \$140,000 in satisfaction of any and all claims related to the litigation.

Miss Davis made the motion to settle the GRO-Warren litigation in the amount of \$140,000 in satisfaction of any and all claims related to the litigation against GRO-Warren. The motion was seconded by Mr. Gilbert and carried unanimously.

DEPARTMENT REPORTS – DECEMBER, 2017

The following reports were presented for Council’s review:

- Police Department
- Fire Department
- Department of Public Works
- Building Codes Department

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

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|-------------------------|---|-------------------|-----------------|
| Planning Commission | – | November 15, 2017 | Regular Meeting |
| Redevelopment Authority | – | November 15, 2017 | Regular Meeting |

ADJOURNMENT

There being no further business to come before Council, Mayor Cashman declared the meeting adjourned.