

**WARREN CITY COUNCIL
REGULAR MEETING
JANUARY 20, 2020 – 7:00 PM**

OPENING OF MEETING

Mayor Cashman presided over the January 20, 2020, 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 and immediately preceding this meeting for discussion of property matters pertaining to a proposed hotel development and parking matters pertaining to City-owned property.

ROLL CALL

Members present and responding to roll call were: Mayor Maurice Cashman, Gregory Fraser, Paul Giannini, Philip Gilbert, John Wortman, Christian Zavinski, and James A. Zavinski, Sr. Members of City Staff present were Nancy Freenock, City Manager; Brandon Deppen, Chief of Police; David Hildebrand, Planner/Development Administrator; Michael Holtz, DPW Director; Teena Leary, Assistant City Clerk; Rodney Wren, Fire Chief; Donna Risinger, Finance Officer; Terry Williams, Director of Codes, Permits, and Recreation Services; Chad Yurisc, City Engineer; and Andrea Stapleford, City Solicitor.

APPROVAL OF MINUTES

Upon motion by Mr. Fraser and second by Mr. C. Zavinski, the minutes of the December 16, 2019 Regular Meeting were unanimously approved.

Upon motion by Mr. Fraser and second by Mr. C. Zavinski, the minutes of the January 6, 2020 Organizational Meeting were unanimously approved with one correction (*name spelling*).

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- David Sobina of Larson • Karle Architects: Crescent Park Renovation Project
- Michael Suppa, Parks & Recreation Commission: Crescent Park Renovation Project
- Josie Gerardi, Street Landscape Committee: Crescent Park Renovation Project
- Mary Conarro, Street Landscape Committee: Crescent Park Renovation Project
- Pauline Steinmeyer: Observing
- Pam Lewis: Observing
- Barbara Lucia: House Bill regarding local government
- Josh Cotton: Times Observer Reporter

Barbara Lucia addressed Council and provided information regarding proposed State House Bill 1813 concerning local self-government.

CORRESPONDENCE

There was no correspondence to come before Council.

CRESCENT PARK RENOVATION PROJECT

Mr. Holtz stated that the bids received for this project in 2019 were significantly higher than anticipated due to it being a “contractor’s year” in which there were more projects than available contractors.

Based on the bids received, the total project cost would be \$506,426. In the original grant acceptance, the Department of Conservation and Natural Resources (DCNR) and the City each committed to a contribution of \$165,000, bringing the available funds for the project

to \$330,000.00, leaving a shortfall of \$176,426. Assuming that DCNR would approve an additional \$88,213 in funding, the City would be required to increase its match by a like amount.

It was noted that initial architectural design work, engineering, land surveys, and corrective deed actions which were completed prior to letting bids for the project, as well as subsequent architectural work in an effort to reduce the scope of the project, resulted in the City expending approximately \$90,000 to date in regard to this project. Council was advised that these are “soft costs” which are not reimbursable under the terms of the grant.

David Sobina of Larson • Karle Architects presented an outline of the project details and proposals for reducing project costs. Josie Gerardi, Chair of the Street Landscape Committee, and Committee member Mary Conarro spoke in support of the project. Ms. Gerardi noted that there have been ongoing discussions regarding the plantings for the Healing Garden portion of the project and it is anticipated that they will be funded through various private contributions. Michael Suppa, Chair of the Parks and Recreation Commission, also spoke in support of the project.

Following discussion, Mr. Fraser made the motion to direct City Staff to develop plans for the Crescent Park Renovation Project with a City match of \$165,000 as rescope and to include the \$165,00 amount in the 2021 Municipal Budget. Mr. Fraser clarified that trail lighting and lights at the basketball court are to be removed from the project. The motion was seconded by Mr. Wortman and carried unanimously.

ORDINANCE NO. 1943: PARKING PERMITS ESTABLISHED ON CERTAIN STREETS

Chief Deppen noted that at the November 4, 2019, special meeting of Council, City Staff recommended that the City proceed with establishing permit parking on Crescent Park Drive between Onondaga Avenue and Main Avenue and on Fourth Avenue between Hickory Street and Market Street; there was no stated objection to the recommendation. The purpose of the zones is to aid in regulating the weekday use of parking spaces on those streets. Chief Deppen noted that the projected revenue to be generated by the two new zones is included in the 2020 Municipal Budget.

The ordinance provides that one no-cost permit will be provided for each single-family residence located within a zone when it can be demonstrated that the resident owns/leases a vehicle and that there is no off-street parking associated with their residential property. In response to questions from Council, Chief Deppen stated that those who have multiple vehicles will need to purchase a permit for each of the additional vehicles.

Mr. Giannini made the motion to adopt the ordinance establishing North-Central and South-Central permit parking zones. The motion was seconded by Mr. C. Zavinski and carried with six votes in the affirmative and one nay vote cast by Mr. Wortman.

AGREEMENT: SHORT-TERM AERIAL APPARATUS LEASE

Chief Wren noted that it was necessary to remove the Fire Department’s aerial truck from service and the purchase of a new unit was approved by Council. The order has been placed for the new unit; however, delivery is not expected to occur for approximately four months.

Command Fire Apparatus offered a no-cost lease for a used 1993 truck so that the Department will not be without an aerial unit in the interim. In order to facilitate delivery of the leased unit as soon as possible, the Mayor and City Manager executed the lease agreement on Tuesday, January 14.

Upon motion by Mr. Fraser and second by Mr. Wortman, Council members voted unanimously to ratify the short-term aerial apparatus lease with Command Fire Apparatus.

DISPOSITION OF USED AERIAL TRUCK

Chief Wren stated that at the time that Council approved the purchase of a new aerial truck, it was intended that the used vehicle would be traded in for value against the purchase price. However, due to the age and condition of the vehicle, it was not possible to do so.

Upon motion by Mr. Fraser and second by Mr. Gilbert, Council members voted unanimously to authorize the disposition of the 1997 KME Aerial Cat (fire truck) in a manner permitted by the City Code.

AGREEMENT: NATURAL GAS SUPPLY

Mr. Holtz indicated that since 2011, the City has purchased natural gas from National Fuel Resources, Inc. which is a third-party supplier. Other third-party suppliers have been evaluated and it is recommended that the City continue to utilize National Fuel Resources, Inc. as a third-party natural gas supplier. The City's larger accounts such as the Wastewater Treatment Plant are covered by a separate agreement.

Upon motion by Mr. Fraser and second by Mr. Gilbert, Council members voted unanimously to authorize a two-year agreement with National Fuel Resources, Inc. as the natural gas supplier for the following four City accounts:

1. 318 West Third Avenue (Municipal Building)
2. 7 Pool Street (C.A.R. Pool)
3. 60 Clark Street (Clark Street Pump Station)
4. 119 Pine Street (Pine Street Pump Station)

RESOLUTION NO. 3113: AFFIRMATION OF CONTRIBUTION TO TRANSIT AUTHORITY

Mrs. Risinger noted that the Transit Authority of Warren County (TAWC) utilizes the City's contribution 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 as provided for in the 2020 Municipal Budget and also affirming that the contribution will be provided prior to the June 30, 2021 close of the State Fiscal Year.

Upon motion by Mr. Wortman and second by Mr. Gilbert, Council members voted unanimously to approve the resolution affirming the 2020 municipal contribution to the Transit Authority of Warren County.

DEPARTMENT REPORTS – DECEMBER, 2019

The following reports were presented for Council’s review:

- Police Department
- Fire Department
- Department of Public Works
- Building Codes Department
- Community & Economic Development

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

Blighted Property Review Committee		
Index of Properties	–	As of October 24, 2019
Parks and Recreation Commission	–	October 1, 2019 Regular Meeting
Redevelopment Authority		As of November 20,
Index of Properties	–	2019 Regular Meeting
Street Landscape Committee	–	October 22, 2019 Regular Meeting
Board of Health	–	January 14, 2019 Regular Meeting

PENNSYLVANIA AVENUE AND MARKET STREET INTERSECTION

Mr. C. Zavinski stated, “I would like to give notice, Mr. Mayor, that next meeting on February 17th I’d like to revisit the issue of the roundabout at Pennsylvania and Market Street. I’d like to discuss either rescinding or amending any previous motions or agreements made in regard to construction at said intersection by the City of Warren itself or between the City of Warren and PennDOT.” Mayor Cashman responded that such would be done and inquired as to whether Mr. Zavinski would like PennDOT to be invited to attend the meeting. Mr. C. Zavinski responded that he is comfortable with making a decision without further input from PennDOT; however, he indicated that he would not be averse to PennDOT being invited.

Mayor Cashman cautioned that any rescissions or amendments may result in significant expense to the City. Mr. C. Zavinski stated that he believes that the long-term savings would offset those initial expenses. During discussion, Mr. Wortman asked that Mr. Yurisc prepare a cost analysis under the current roundabout agreement with PennDOT and that it be provided for the February meeting.

ADJOURNMENT

Following Mr. Fraser’s motion to adjourn with second by Mr. C. Zavinski, Mayor Cashman declared the meeting adjourned.