

**WARREN CITY COUNCIL
REGULAR MEETING
APRIL 17, 2017 – 7:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the April 17, 2017 regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance.

ROLL CALL

Members present and responding to roll call were: Mayor Maurice Cashman, Elissa Davis, Gregory Fraser, Philip Gilbert, Richard Kolcharno, John Lewis, James A. Zavinski, Sr., and Joshua Chimenti, Junior Council Member. Members of City Staff present were Mrs. Freenock, Mr. Hildebrand, Mr. Holtz, Mrs. Leary, Mrs. Risinger, Mr. Sceiford, and Attorney Stapleford as well as Police Sgt. B. Deppen.

APPROVAL OF MINUTES

Upon motion by Mr. Zavinski and second by Mr. Fraser, the minutes of the March 20, 2017 Regular Meeting were unanimously approved by Council members present.

RECOGNITION OF VISITORS

Mayor Cashman welcomed:

- Pauline Steinmeyer: Resident observing

CORRESPONDENCE

Council members acknowledged receipt of correspondence from the Arbor Day Foundation regarding Warren's designation as a 2016 Tree City USA Community.

AGREEMENT: CLINE ADAMS, d/b/a CJ'S DOGHOUSE – LEASE AGREEMENT

Mrs. Freenock noted that the building located near the softball fields at Betts Park has undergone extensive renovations to meet current ADA restroom accessibility standards. The renovations required that the building be reconfigured and there is no longer sufficient space to accommodate a concession stand. The renovations are nearing completion and the building will house restrooms and a storage area.

Cline Adams, doing business as CJ's Doghouse, operated his concession trailer at Betts Park during the 2016 softball season and wishes to operate throughout the 2017 season. The trailer will be hauled to the park at the opening of each day of operation and will be removed from the park at the end of the day. Mr. Adams requested that he be permitted to use the storage space in the restroom building to stock non-perishable items required for the operation of his business.

Mr. Lewis made the motion to approve the Lease Agreement with Cline Adams, d/b/a CJ's Doghouse, for the lease of storage space in the Betts Park Restroom Building located near the softball fields. The motion was seconded by Mr. Kolcharno.

Mr. Fraser made the motion to amend §1.C of the Agreement with Cline Adams, d/b/a CJ's Doghouse to clarify that the use is exclusive to CJ's. The motion was seconded by Mr. Kolcharno and carried unanimously.

Council voted unanimously to approve Mr. Lewis' motion as amended.

PROPOSED LOCATION OF COMMUNICATIONS TOWER

Mr. Holtz stated that the City received a request from Mobilitie regarding construction of a 120-foot communications tower in the vicinity of the Conewango Creek south of Pennsylvania Avenue. The proposed tower would be constructed for use by Sprint, a wireless communications provider, and would have the ability to collocate facilities for two additional providers. Mobilitie indicated that the tower would provide coverage for the entire City.

Mr. Holtz indicated that a representative of Mobilitie visited the City on April 10 and viewed several sites. The site which is being considered for placement of a tower is located at the western end of the City-owned Oak Street Parking Lot property. The required electric service to the tower would be run underground and, therefore, a temporary easement would be required at the time of construction. It was noted that the representative indicated that Mobilitie could work with the City to provide for installation of a repeater antenna on the tower which would boost radio signals for the City Police and Fire Departments.

It was noted that the proposed site is located on property which was obtained with State grant funds. Therefore, upon Council's approval of the general location for the proposed placement of a communications tower, City staff will then conduct research to confirm that there are no land use restrictions tied to the grant funds which were utilized. In addition, in accordance with the Wireless Facilities Management Ordinance, it will be necessary for Mobilitie to obtain a special exception via the Zoning Hearing Board.

Mr. Holtz stated that upon Council's approval of the general location, Mobilitie will proceed with development of finalized drawings and the appropriate easement(s) will be drafted for Council's consideration and final approval.

Mr. Fraser made the motion to accept the proposed communications tower location but make the final decision subject to final agreements and approval of the special exception. The motion was seconded by Mr. Lewis and carried unanimously.

ORDINANCE NO. 1891: REPEALING AND REPLACING ARTICLES I – V OF THE ADMINISTRATIVE CODE

Mrs. Freenock stated that due to the manner of conducting business and providing services, the operations of the various departments of the City have changed over the course of time. Therefore, it is appropriate to update Articles I through V of the Administrative Code to reflect present day operations.

Mr. Fraser made the motion to adopt the ordinance repealing and replacing Articles I – V of Chapter 5 (Administrative Code) of the Codified Ordinances of the City of Warren with the addition of "as may be amended from time to time" to the definition of "Charter" as found in §5-2 Definitions and Interpretation, correction of "departmental" to "department" in

§5-15, and correction of subsection numbers from §5-15 forward. The motion was seconded by Mr. Lewis and carried unanimously.

BID APPROVAL: 2017 CONCRETE

Mr. Holtz stated that the City advertised and received bids for the furnishing of an estimated 500 Cubic Yards of Class AA Concrete to be used by the City's Department of Public Works in 2017 for various sidewalk, street, curb, and catch basin repairs. One bid was received from Jamestown Macadam of Celoron, NY, for supplying 500 cubic yards of Class AA Concrete at a bid price of \$124.50 per cubic yard.

Upon motion by Mr. Lewis and second by Miss Davis, Council voted unanimously to award the 2017 contract for the provision of an estimated 500 cubic yards of Class AA Concrete to Jamestown Macadam of Celoron, NY, at the price of \$124.50 per cubic yard.

DEPARTMENT REPORTS – MARCH, 2017

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:

- | | | | |
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| Parks and Recreation Commission | – | March 7, 2017 | Regular Meeting |
| Planning Commission | – | February 15, 2017 | Regular Meeting |
| Street Landscape Committee | – | February 28, 2018 | Regular Meeting |

LOCATION OF MAY COUNCIL MEETING

Mayor Cashman announced that the May Council meeting will be held in the second floor Board Room of the Transit Authority of Warren County (42 Clark Street) due to the ongoing Municipal Building Rehabilitation Project which will involve Council Chambers.

ADJOURNMENT

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