

**WARREN CITY COUNCIL
REGULAR MEETING
MAY 22, 2017 – 7:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the May 22, 2017 regular meeting of Warren City Council and opened the meeting with the Pledge of Allegiance. Due to the Municipal Building Rehabilitation Project, the meeting was held in the second floor meeting room of the Transit Authority of Warren County, 42 Clark Street, Warren.

Mayor Cashman announced that Council met in Executive Session immediately prior to this meeting. The session was for discussion of personnel matters and professional services.

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, Ms. Nau, Chief Pascuzzi, Mrs. Risinger, Mr. Sceiford, Mrs. Williams, Chief Zydonik, and Attorney Stapleford as well as Sgt. B. Deppen.

INTRODUCTION OF TERRY WILLIAMS

Ms. Nau introduced Terry Williams, incoming Director of Codes, Permitting, and Recreation Services. Mrs. Williams is currently working with Ms. Nau and will assume her duties as Director on June 12.

RECOGNITION OF JOSHUA CHIMENTI, JUNIOR COUNCIL MEMBER

Mayor Cashman presented Mr. Chimenti with an embossed wood case inscribed with his name and a pen inscribed with "City of Warren." Mayor Cashman thanked him for his service as a Junior Council member and, on behalf of Council, wished him well in his future endeavors.

APPROVAL OF MINUTES

Upon motion by Mr. Lewis and second by Mr. Zavinski, the minutes of the April 17, 2017 Regular Meeting were unanimously approved.

Upon motion by Mr. Lewis and second by Mr. Zavinski, the minutes of the May 1, 2017 Special Meeting were unanimously approved.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Taffi Skopinski: Floating Dock Project Group Member
- Mary Hagen Double: Floating Dock Project Group Member
- William (Buzzy) Bussoletti: Floating Dock Project Group Member
- Richard Dyke, Gator Docks: Floating Dock Project (via conference call)
- Gary Lester: Floating Dock Project
- Nathaniel Schmitt: Observing
- Mark Davis: Observing
- Pauline Steinmeyer: Observing
- Tony Chimenti: Junior Council Member Recognition
- Becky Chimenti: Junior Council Member Recognition
- Angie Dart: Floating Dock Project
- Sherry Tune: Observing
- Sarah Brown: Observing
- Travis Brown: Observing
- Dave Sherman: Warren County Visitors' Bureau (Observing)

- Sue Nelson: Floating Dock Project (arrived during the meeting)
- Piper VanOrd: Floating Dock Project

CORRESPONDENCE

There was no correspondence to come before Council.

HERITAGE COMMUNITY OF THE YEAR

Mr. Fraser announced that he and Mr. Hildebrand recently attended the Annual Meeting of the Route 6 Alliance in Tunkhannock, PA. The City of Warren was presented with the 2017 Heritage Community of the Year Award which was accepted by Mr. Fraser.

Mr. Fraser noted that, as the recipient of the 2017 award, the City will be the host community for the 2018 Annual Meeting.

FLOATING DOCK PRESENTATION: RIVER LANDING AT WARREN

William Bussoletti, Taffi Skopinski, and Mary Hagan Double, members of the 2014 Leadership Warren Class, presented their plan for a floating dock on the Allegheny River. Mr. Bussoletti stated that the dock would be located just east (upstream) of the Hickory Street Bridge and would take advantage of the natural eddy.

The group stated that it is estimated that 15,000 watercraft travel the Allegheny River in any given year and their research indicates that a viable dock allowing river travelers ready access to the downtown area would result in approximately \$30,000 of new revenue for downtown businesses.

The group will raise all necessary funds to purchase and install the dock. The proposed dock would be of aluminum construction with composite decking and would be constructed in a manner that would allow it to be pulled from the river during the winter months. Upon completion and initial installation of the dock, the Leadership Warren Project Group would turn ownership of the dock and amenities to the City of Warren which would then be responsible for maintenance and seasonal removal/installation of the dock.

Mr. Bussoletti indicated that it is expected that the approximately \$466,000 in necessary funding will be acquired via traditional fundraising efforts as well as grant funding. Mr. Hildebrand asked that the City be consulted prior to submitting any grant applications to insure that they are not in conflict with City applications. He also noted that any grant funds received with the City as the grantee would be administered by the City. Mrs. Freenock stated that if grant funds are utilized for the project, the project must be put to bid and prevailing wages must be paid.

Mrs. Freenock advised Council that an insurance quote provided by PennPRIME indicated an annual rate of \$305 for the dock.

Ms. Skopinski indicated that the group is presently researching and applying for all necessary permits related to the construction and location of the dock.

Mr. Fraser made the motion to approve the River Landing at Warren Project conditioned on the sponsoring group (Leadership Warren Class) obtaining full funding. The motion was seconded by Mr. Lewis and carried unanimously.

EASEMENT AGREEMENTS: PENNSYLVANIA AMERICAN WATER COMPANY

Mr. Holtz stated that the Pennsylvania American Water Company (PAWC) plans to construct two water main extensions. One extension is to be installed in the City-owned Oak Street Parking Lot. The second extension is to be installed along Clark Street adjacent to the Clark Street Pump

Station and would involve two City-owned properties. Three Easement Agreements providing for the necessary rights-of-way were prepared for Council's consideration.

It was noted that PAWC provided correspondence documenting its agreement to reimburse the City in an amount not to exceed \$2,500 for fees and expenses charged by the City Solicitor in connection with the project.

Mrs. Freenock noted that there are non-substantive language changes which will be made by the Solicitor prior to execution of the agreements.

Upon motion by Mr. Lewis and second by Mr. Zavinski, Council members voted unanimously to approve the three Easement Agreements including the non-substantive changes to be made.

PROPOSED RESOLUTION: BUILDING CODE FEES (CITY)

Ms. Nau stated that due to changes in the cost to provide services, it is necessary to periodically amend the Building Code Fee Schedule. She noted that the fees are set at rates which offset the actual costs incurred by the City in providing Building Code services and do not result in excess revenue to the City.

The proposed resolution also included an amended line item pertaining to deck permits. This amendment would bring the resolution into conformity with City Ordinance No. 1751 which adopted and amended the PA Uniform Construction Code.

Mr. Lewis asked Ms. Nau for clarification regarding generators (page 6 of the proposed resolution). He subsequently asked that such clarification be added to the resolution.

Mr. Fraser made the motion to approve the resolution setting the Building Code Fee Schedule. The motion was seconded by Miss Davis and failed with three votes in the affirmative and four nay votes cast by Mr. Lewis, Mr. Gilbert, Mr. Zavinski, and Mr. Kolcharno.

2017 BITUMINOUS PAVEMENT MILLING AND RESURFACING PROJECT

Mr. Holtz stated that three bids were received for the 2017 Bituminous Pavement Milling and Resurfacing Project. The apparent low bidder was IA Construction Corp. of Franklin, PA. IA submitted a base bid of \$351,352.30 for fourteen City blocks with an option to mill and overlay five additional City blocks for \$146,547.25 for a total bid price of \$497,899.55.

Mr. Holtz indicated that the project funding utilizes allocations of \$280,000 in State Liquid Fuels funds and \$100,000 from the City's General Fund for a total of \$380,000. An additional \$80,000 in the 2017 CIP budget is allocated for concrete street repairs, specifically, a portion of Crescent Park.

Upon motion by Mr. Lewis and second by Mr. Zavinski, Council members voted unanimously to authorize award of the 2017 Bituminous Pavement Milling and Resurfacing contract to IA Construction Corporation in the amount of \$351,352.30.

APPROVAL OF EXPENSE REIMBURSEMENT

Mayor Cashman stated that he will attend the 2017 Conference of the Pennsylvania State Mayors' Association July 20-23.

Per Chapter 26, Article I, §26-8 of the Code of the City of Warren, Council members are entitled to reimbursement for actual expenses incurred when the expenditure is related to

the performance of official duties and authorized in advance by Council at a public meeting and included in an itemized list presented prior to payment.

The Mayor will be traveling in his personal vehicle and, therefore, may be reimbursed for mileage at the standard IRS rate. Additionally, he may be reimbursed for those meals not provided as part of the Conference activities. All expenses to be reimbursed will be recorded on the standard City Per Diem report.

Mr. Lewis made the motion to authorize reimbursement of travel and meal expenses to Mayor Cashman relative to his participation in the 2017 Conference of the Pennsylvania State Mayors' Association. The motion was seconded by Mr. Fraser and carried with six votes in the affirmative and Mayor Cashman abstaining.

DEPARTMENT REPORTS – APRIL, 2017

The following reports were presented for Council's review:

- Police Department
- Fire Department
- Department of Public Works
- Department of Building Codes, Permitting, and Recreation Services

MISCELLANEOUS

There was some discussion regarding two new welcome signs to be located along Route 6. Mr. Fraser questioned if it would be possible to rename "Business Route 6" to "Historic Route 6" so as to induce more travelers to travel the alternate route through the City. He suggested that the Route 6 Alliance might be able to provide assistance with the renaming. Mr. Zavinski suggested that the present sign located at the north entrance to the City (Market Street) be painted to match the new signs.

MARY ANN NAU RETIREMENT

Mayor Cashman noted that this was the last Council meeting that Ms. Nau would attend prior to her retirement and wished her well.

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

- | | | |
|------------------------------------|------------------|-----------------|
| Blighted Property Review Committee | – April 27, 2017 | Regular Meeting |
| Street Landscape Committee | – March 28, 2017 | Regular Meeting |

ADJOURNMENT

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