

**WARREN CITY COUNCIL
SPECIAL MEETING
JUNE 2, 2014 – 5:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the June 2, 2014 special 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, Dr. Howard Ferguson, Gregory Fraser, Samuel Harvey, Richard Kolcharno, John Lewis, James A. Zavinski, Sr., and Eric Zavinski, Junior Council member. Mrs. Freenock, Mr. Holtz, Mrs. Leary, Mrs. Risinger, Ms. Stapleford, and Chief Zydonik of City staff were also in attendance.

RECOGNITION OF JUNIOR COUNCIL MEMBER

Councilman Zavinski presented Eric Zavinski with a plaque in recognition of his service as Junior Council Member during the 2013-2014 school year. Eric noted that his term as Junior Council member was a learning experience and thanked Council members for the opportunity to participate as a Junior Council Member.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Pauline Steinmeyer, 18 Prospect Street, Warren: Observing
- Mary Hagan-Double: Community Mobilization Initiative – Outdoor Fitness Park
- Charlotte Hagan-Double: Observing
- Heidi Ekey: Community Mobilization Initiative – Outdoor Fitness Park
- Jeff Zavinski: Eric Zavinski, Junior Council member, recognition
- Ruth Zavinski: Eric Zavinski, Junior Council member, recognition
- Josh Cotton: Times Observer reporter

CORRESPONDENCE

Council members acknowledged receipt of correspondence from the General Joseph Warren Chapter of the Daughters of the American Revolution and Kanoagoa Chapter Daughters of the American Colonists inviting Council members to attend a rededication ceremony for the plaque at Washington Park on Monday, June 9, at 11:00 AM.

PARKING PLAN

Dr. Ferguson spoke on behalf of the Parking Committee and noted that the Committee is working to be responsive to the community. Dr. Ferguson provided the following:

1. There has been a significant reduction in the amount of revenue projected by the original plan. This is due to being responsive to citizen/business owner concerns.
2. The Committee has been guided by generating revenue and by determining the greatest good for the greatest number.
3. A public meeting is scheduled for June 3 in the Slater Room of the Warren Public Library for the purpose of reviewing what has been drafted to date.

Mr. Wilson indicated that the Committee has met approximately once every two weeks and has reviewed over eighty suggestions/comments. The Committee has considered the parking needs of residents as well as non-residents. The current proposal is expected to produce one third the

revenue of the original plan but this would be accomplished at one third of the original cost estimate. The current proposal meets the Committee's goal of reducing the burden of parking associated expenses on taxpayers.

The current proposal calls for 233 parking meters and four kiosks at an estimated cost, including installation, of \$230,000. The kiosks would be placed in the Midtown Parking Lot and the existing gate system would be removed. Mr. Wilson noted that a smart phone application could be utilized for those wishing to pay for metered parking with a debit or credit card.

ACCEPTANCE OF OUTDOOR FITNESS PARK

Mr. Holtz indicated that the Community Mobilization Initiative, CMI, has worked to complete the Outdoor Fitness Park located at DeFrees Playground. After reviewing the agreement between the City and CMI, it was recommended that Council accept the Outdoor Fitness Park and allow CMI to plan a grand opening ceremony.

Mr. Lewis made the motion to accept the Outdoor Fitness Park at DeFrees Playground as a contribution from the Community Mobilization Initiative. The motion was seconded by Mr. Zavinski and carried unanimously.

2014 BITUMINOUS PAVEMENT MILLING AND RESURFACING PROJECT

Mr. Holtz stated that a bid opening was held on May 28 for the City's 2014 Milling and Resurfacing Project. Six bids were received with the apparent low bidder being Russell Standard of Union City PA. The bid covers twenty-five City blocks as well as four blocks of Pennsylvania Avenue which will be paid for with monies received from the PennDOT Turnback Program.

Upon motion by Mr. Lewis and second by Mr. Kolcharno, Council members voted unanimously to approve the award of the 2014 Bituminous Milling and Resurfacing Project contract to Russell Standard of Union City, PA.

ADDITIONAL EXPENDITURE: CATCH BASIN WORK & FUND BALANCE DISCUSSION

Dr. Ferguson left the meeting during this discussion.

Mrs. Freenock noted that approximately \$20,000 in catch basin repairs are needed in conjunction with the Bituminous Milling and Resurfacing Project.

Mrs. Freenock referenced prior discussions regarding the fund balance and the manner in which certain purchases are to be funded (4/21/14 and 5/19/14). She stated that the greater-than-anticipated fund balance at the close of fiscal year 2013 was due, in large part, to City staff being very cautious with every dollar spent in 2013 and some budgeted items not being purchased.

Mrs. Freenock requested that Council give consideration to the following:

- City fund balance policy regarding the minimum to be retained in the General Fund. It was further noted that the Government Finance Officers Association guidelines recommend a greater fund balance than the City policy.
- It is necessary to maintain a balance that will cover municipal expenses through the summer months until real estate tax disbursements begin.
- A tax anticipation note (TAN) would provide funds until tax disbursements begin; however, there are associated costs and administrative time associated with a TAN.
- Bi-weekly payrolls and associated expenses must be met.
- There are three collective bargaining agreements to be negotiated in 2014.
- Healthcare costs

- The City will be required to participate in upgrades to the Glade Run Flood Control Project and should the State proceed with widening the Run, the City may face a large financial exposure for obtaining properties.
- Earned Income Tax receipts are not dispersed in a predictable monthly amount as some employers remit taxes on a monthly basis and some on a quarterly basis.

Mr. Holtz noted:

- The DPW Garage will soon need a new roof and overhead door.
- A better interest rate may be obtained if both the DPW vehicle purchases and equipment purchases related to the proposed parking plan are financed.
- Brick and concrete streets have not been addressed in approximately 15-20 years and work will need to be done in the coming years.

Mr. Cashman suggested:

- That consideration be given to paving the Municipal Building parking lot to provide safe ingress/egress to the building and also paving to improve access to the yard debris collection containers temporarily located at the DPW Garage during construction at the Wastewater Treatment Plant.
- Financing the DPW vehicles and financing equipment associated with the proposed parking plan.

Mr. Harvey made the motion to authorize the expenditure of \$20,000 for catch basin work related to the 2014 Bituminous Milling and Resurfacing Project. The motion was seconded by Mr. Zavinski and carried with 6 votes in the affirmative (Dr. Ferguson absent).

ORDINANCE NO. 1846: SPECIAL EVENTS, ENTERTAINMENTS, AND BLOCK PARTIES

Ms. Nau stated that the Third Class City Code was recently amended and, as a result, it is necessary to amend certain provisions of City Ordinance No. 1821, which establishes regulations regarding special events and block parties.

The Warren County 4th of July Committee plans to once again offer amusement rides during the annual 4th of July celebration. Therefore, Ordinance No. 1028, which provides for the licensing of amusement rides and entertainments, was reviewed and it was found that its provisions are outdated and no longer applicable in the City. Therefore, the ordinance presented provides for the repeal of Ordinance No. 1028 and also provides for applicable regulations regarding amusement rides and entertainments.

Mr. Fraser made the motion to approve the ordinance establishing regulations pertaining to Special Events, Entertainments, and Block Parties. The motion was seconded by Mr. Lewis and carried with six votes in the affirmative (Dr. Ferguson absent).

ENDORSEMENT OF CONCEPT OF RADAR USE BY MUNICIPAL POLICE

Chief Zydonik stated that there is currently legislation before both the State House and Senate pertaining to the use of RADAR by local police agencies. He further noted that while the Pennsylvania State Police and municipal police are equally charged with enforcement of the Motor Vehicle Code, municipal police are not currently afforded the opportunity utilize the same speed-timing equipment as the State Police. Passage of the proposed legislation would greatly enhance the ability of municipal police departments to enforce posted speed limits and, thereby improve the safety of motorists and pedestrians.

Chief Zydonik stated that passage of the legislation would not require the Department to use RADAR for speed limit enforcement. He further stated that of the full dollar amount of a traffic citation, only \$12.50 is retained by the City and, therefore, is not a revenue generator as some citizens assert.

Following discussion, Mr. Fraser made the motion to endorse the concept of RADAR use by municipal police with the City Manager to address correspondence relating such to the City's State Senator and State Representative. The motion was seconded by Mr. Cashman and carried with five votes in the affirmative and one nay vote cast by Mr. Harvey (Dr. Ferguson absent).

ADJOURNMENT

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