

**WARREN CITY COUNCIL
REGULAR MEETING
JULY 20, 2015 – 7:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the July 20, 2015 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, Dr. Howard Ferguson, Richard Kolcharno, John Lewis, and James A. Zavinski, Sr. Gregory Fraser and Samuel Harvey were absent. Mrs. Freenock, Mr. Hildebrand, Mr. Holtz, Mrs. Leary, Ms. Nau, Chief Pascuzzi, Mrs. Risinger, Mr. Sceiford, Ms. Stapleford, Chief Zydonik, and Sgt. J. Sproveri of City staff were also in attendance.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- David Hone: All Image Graphics Subdivision
- Noelle Hone: All Image Graphics Subdivision
- Pauline Steinmeyer: Comments regarding the City web site
- Barbara Lucia: Comments regarding PAMS Sewer Billing
- Josh Cotton: Times Observer Reporter

Pauline Steinmeyer addressed Council regarding what she believes to be errors on the City of Warren web site; most particularly in regard to the precedence of the Home Rule Charter versus the Pennsylvania Third Class City Code.

APPROVAL OF MINUTES

Upon motion by Mr. Zavinski and second by Mr. Lewis, the minutes of the June 15, 2015 Regular Meeting were unanimously approved by Council members present.

Mayor Cashman noted that he was not present at the June 15 regular meeting of Council at which time the minutes of the May 18, 2015 regular meeting were approved. Mayor Cashman requested that the minutes of the May 18 meeting be amended in regard to the Recognition of Visitors. Upon motion by Dr. Ferguson and second by Mr. Kolcharno, the minutes of the May 18, 2015 regular meeting were amended.

CORRESPONDENCE

Council members acknowledged receipt of the following correspondence:

- Jay A. Goodwill: Letter of thanks for the City's response to his concerns regarding the property at 110 Conewango Avenue.
- Albert L. Webster: Letter stating his interest in being appointed as a full member of the Uniform Construction Code (UCC) Joint Board of Appeals.

Ms. Nau noted that Mr. Webster has served as an alternate member of the Board and further noted that there is currently a vacancy on the Board. Upon motion by Mr. Lewis and second by Mr. Zavinski, Council members present voted unanimously to appoint Mr. Webster to a five-year term as a full member of the UCC Joint Board of Appeals.

RESOLUTION NO. 2985: ALL IMAGE GRAPHICS MINOR SUBDIVISION

Mr. Hildebrand stated that All Image Graphics filed a minor subdivision application to annex Lot 1, owned by Whirley Industries, Inc. to Parcel No. WN-574-9115, owned by Donald L. Thomas (per the provided plat).

Mr. Lewis made the motion to approve the All Image Graphics Minor Subdivision. The motion was seconded by Dr. Ferguson and carried unanimously among the Council members present.

RESOLUTION NO. 2986: ESTABLISHING FEES

Ms. Nau stated that based on requirements of the Building Code Office as well as recommendations made by the City Administrator responsible for Parks and Recreation, a revised "Fee Resolution" was prepared for Council's consideration.

Upon motion by Dr. Ferguson and second by Mr. Zavinski, Council members present voted unanimously to approve the resolution establishing fees.

AWARD OF CONTRACTS: MUNICIPAL BUILDING/FIRE HALL REHABILITATION PROJECT

Mr. Holtz stated that the City received bids for the Municipal Building/Firehall Rehabilitation Project. Work on the Municipal Building includes roofs, gutter system, flashing, replace and repair outside wood trim, masonry repairs, cupola, exterior doors, and lighting at entrances. Repairs at the Fire Hall consist of roof, furnaces, condensing units, and exterior wood trim. Partial funding for this Project is provided through a Redevelopment Assistance Capital Project (RACP) Grant under the Innovate Warren Capital Project administered through the Commonwealth's Office of the Budget.

Kinley Construction Corporation, Allegany, NY, submitted the low bid for General Construction, GC. Rabe Environmental, Erie, PA, submitted the low bid for the Mechanical portion of the project, and Ahlstrom Schaeffer Electric Corp., Jamestown, NY, submitted the low bid for the Electrical portion of the project. It was noted that each bid provides unit pricing and lump sum costs which are generally reasonable and within budget for the scope of work. It was also noted that R.W. Larson Architects has favorable prior work experience with each of the companies.

General Construction Base Bid:	\$ 583,000.00
Alt #2 (dormer window replacements)	\$ 5,000.00
Revised Alt. # 6 (tower windows W5/W6)	\$ 18,350.00
Revised Alt. #3 (steel windows)	<u>\$ 22,600.00</u>
Total General Construction Contract	\$ 628,950.00
Mechanical:	\$ 35,640.00
Electrical:	<u>\$ 69,275.00 (includes heat tape alternate)</u>
Revised Overall Project Total:	\$733,865.00 + 10% Cont.
Grand Total	\$807,251.50

In response to Dr. Ferguson's question as to whether this project includes all that needs to be done at the Municipal Building and Firehall, Mr. Holtz indicated that the project does not include all conditions which need to be addressed. He further stated that the goal of this project is to address those items required to keep the buildings "warm, safe, and dry" and components of the project were determined on the basis of "greatest need."

Mrs. Freenock noted that the City submitted an application under a subsequent round of RACP funding. If approved, the funding would provide for additional work to be completed at each site.

Mr. Zavinski made the motion to award the contracts as presented. The motion was seconded by Dr. Ferguson and carried unanimously among the Council members present.

DELINQUENT SEWER ACCOUNT AND RECYCLING FEE COLLECTIONS

Mrs. Freenock referenced materials provided to Council members regarding Pennsylvania Municipal Services' (PAMS) collection of delinquent sewer account and recycling fee collections. It was noted that PAMS charges the delinquent fees to the account holder rather than the costs incurred by PAMS being billed "across the board" to all accounts. Mrs. Freenock indicated that Rich Lear, PAMS President, has stated his willingness to be present at a Council meeting to fully explain the company's billing process.

Barbara Lucia thanked City Staff for providing information and also expressed concern that there has been no apparent evaluation of PAMS' service and also stated that she objects to PAMS' collection process.

SPECIAL MEETING: AUGUST 3, 2015

Mayor Cashman called for a special meeting to be held at 6:30 PM on Monday, August 3, 2015 regarding the Community Development Block Grant (CDBG) budget. Mayor Cashman also called for an Executive Session to be held at 5:45 PM on the same date.

ORDINANCE NO. 1858: ESTABLISHING SALARIES FOR MAYOR AND CITY COUNCIL

Mrs. Freenock noted that Mayor Cashman previously appointed Councilmen Ferguson and Harvey to study the salaries of the Mayor and Council of the City of Warren and those of other Pennsylvania Third Class Cities. Dr. Ferguson and Mr. Harvey each stated at the January 19, 2015 regular meeting that they will not seek election to new terms commencing in 2016; therefore, they would not benefit from any salary changes.

The City's Home Rule Charter provides that the compensation to be paid to elected officials shall be no less than \$100 per month but set as further determined by Council; however, any change in compensation shall not become applicable to any incumbent officer until the commencement of a new term of office. The Third Class City Code, as revised in 2014, set a minimum salary of \$2500 to be paid to mayors of Third Class Cities.

Following their study, it was Dr. Ferguson and Mr. Harvey's recommendation that the Mayor's annual salary be increased to \$2500 so as to be equal to that required to be paid in non-Home Rule Third Class City municipalities and that Council members' salaries remain unchanged at \$1200 per annum.

Mr. Kolcharno made the motion to approve the ordinance setting the salaries for the Mayor (\$2500 per annum) and City Council (\$1200 per annum). The motion was seconded by Mr. Lewis and carried with four votes in the affirmative, Mayor Cashman abstaining, and two members absent. Mayor Cashman stated that he abstained as he is not certain if he will seek another term as Mayor.

DEPARTMENT REPORTS – June, 2015

The following reports were presented for Council's review:

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

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

Street Landscape Committee – May 26, 2015 Regular Meeting
Special Event Status Report

ADJOURNMENT

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