

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

OPENING OF MEETING

John Wortman, Council Vice-President presided over the July 20, 2020, regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance. Mr. Wortman announced that Council met in Executive Session regarding personnel matters immediately prior to this meeting.

ROLL CALL

Members present and responding to roll call were: Gregory Fraser (via Zoom), Paul Giannini (via Zoom), Philip Gilbert, Douglas Hearn, John Wortman, and Christian Zavinski. Mayor Cashman was absent. Members of City Staff present were Brandon Deppen, Chief of Police; Michael Holtz, DPW Director; Teena Leary, Assistant City Clerk; Joseph Sproveri, Police Captain; Rodney Wren, Fire Chief; Chad Yurisc, City Engineer; and Andrea Stapleford, City Solicitor.

PROCLAMATION: WARREN'S FRONT PORCH DAY

On Mayor Cashman's behalf, Mr. Wortman presented a proclamation inviting residents to receive guests on their front porch and to also walk about their neighborhood on August 8 and 9. Warren's Front Porch Day was conceived by a group of citizens who wish to promote neighborhoods, friendships, and the community in hopes that the spirit of the day will carry forward to every day.

APPROVAL OF MINUTES

Upon motion by Mr. Gilbert and second by Mr. Zavinski, the minutes of the June 15, 2020 Regular Meeting were unanimously approved by the members present.

RECOGNITION OF VISITORS

Mr. Wortman welcomed all visitors. Present were:

- Barbara Lucia: House Bill 1813
 - Jacob Stewart: United Refining Company Sidewalk
 - Jason Jaquay: United Refining Company Sidewalk
 - Karen Davis: Observing
 - Steve Blume: Observing
 - Wendy McCain: Observing
 - Jane Dunshie: COVID-19 Public Awareness
 - Josh Cotton: Times Observer Reporter
- } via Zoom

Barbara Lucia addressed Council members regarding Pennsylvania House Bill No. 1813 pertaining to certain powers of local political subdivisions.

CORRESPONDENCE

Mrs. Leary presented correspondence from the Pennsylvania Liquor Control Board advising the City of a new license application submitted by Wicked Warrens, LLC, with an address of 330 Pennsylvania Avenue West.

The City also received correspondence from Jane Dunshie regarding public awareness of recommended measures to be taken in regard to the COVID-19 Pandemic. Mr. Fraser suggested that there be a proclamation encouraging the wearing of masks when unable to practice social distancing. Mr. Wortman suggested delaying action until a document could be presented for review at the August regular Council meeting; Mr. Fraser responded that he would request a special meeting.

UNITED REFINING COMPANY: REQUEST TO REMOVE SIDEWALK

Mr. Holtz stated that United Refining Company (URC) recently purchased the former Osram Sylvania property located at 819 Lexington Avenue. The property, which is located on the north side of Lexington Avenue, extends the full block between South Parker Street and South Irvine Street.

URC requested permission to remove approximately 630 feet of the sidewalk adjacent to its property as it is deteriorated and in need of significant repairs. In its request, URC states that there are multiple old-growth trees that would have to be removed as their roots are causing the sidewalk to heave. In addition, the sidewalk essentially “dead ends” at the intersection of Lexington Avenue and South Parker Street as there are no adjacent sidewalks on which to continue foot travel. It was noted that there is a full sidewalk on the south side of Lexington Avenue which serves pedestrians’ needs in the area.

Mr. Gilbert questioned whether the sidewalk could be leveled by raising those portions of the walkway that are impacted by high tree roots. Jacob Stewart, URC representative, stated that Americans with Disabilities Act (ADA) requirements cannot be met unless a number of old growth trees are removed.

Section 410-20 of the City Code states that “no public sidewalk, or portion thereof, may be permanently removed without the permission of City Council. A demolition permit issued by the City shall be required for the permanent removal of any public sidewalk.”

Mr. Fraser made the motion to authorize United Refining Company to remove approximately 630 feet of sidewalk at 819 Lexington Avenue. The motion was seconded by Mr. Zavinski. Mr. Wortman announced that he would abstain from voting due to his father’s employment as an officer with United Refining Company. The motion carried with four votes in the affirmative, one abstention, one nay vote cast by Mr. Gilbert, and Mayor Cashman absent.

AGREEMENT: ONE-YEAR EXTENSION OF YMCA C.A.R. POOL MANAGEMENT

Mr. Holtz stated that in March of 2017, the City entered into an agreement with the Warren County YMCA under which the YMCA manages the operation of the C.A.R. Pool. The agreement is for a term of five years and is due to expire on September 30, 2021.

The 2020 pool season was canceled due to the COVID-19 pandemic. Therefore, in order to make the YMCA whole as to the benefits that were to inure to it under the terms of the agreement, it was recommended that the agreement be amended by extending the term to September 30, 2022.

Mr. Gilbert made the motion to authorize the agreement for a one-year extension of the agreement with the Warren County YMCA for operation of the C.A.R. Pool. The motion was seconded by Mr. Zavinski. Mr. Wortman stated that he would abstain due to his father’s position on the YMCA Board of Directors. The motion carried with five votes in the affirmative, one abstention, and Mayor Cashman absent.

BID AWARD: BETTS PARK TENNIS COURTS RESURFACING PROJECT

Mr. Yuriscic stated that the City advertised and received bids for the 2020 Betts Park Tennis Court Resurfacing Project. The scope of the project consists of sealing cracks and recoating the four tennis courts at Betts Park. It was noted that funding for this project is being provided by a private benefactor.

The City received two (2) bids with the lowest responsible bidder being VASCO Asphalt Company with a bid of \$29,718.00. City Staff did not note any irregularities during review of the bid and recommended awarding a construction contract to VASCO Asphalt Company. The project is

planned to be completed by the end of September 2020. In response to Council questions regarding the disparity between the two bids, Mr. Yurisc stated that VASCO has extensive experience with such projects and he believes that VASCO's bid is validated by their bidding experience.

Mr. Fraser made the motion to authorize award of the Betts Park Tennis Court Resurfacing Project contract to VASCO Asphalt Company in the amount of \$29,718.00. The motion was seconded by Mr. Gilbert and carried unanimously with six votes in the affirmative and Mayor Cashman absent.

COUNCIL APPOINTMENTS

Warren Tax Collection Committee:

Mrs. Leary stated that under Act 32, municipalities levying an Earned Income Tax are required to appoint a delegate and an alternate to the County Tax Collection Committee. The prior alternate is no longer employed by the City and, therefore, it is necessary to make a new appointment. It was suggested that Larina Zimmerman, Tax Collection Clerk, be appointed as the City's alternate delegate to the Committee. As the Finance Officer, Mrs. Risinger will continue to serve as the City's delegate to the Committee.

Upon motion by Mr. Gilbert and second by Mr. Zavinski, Council members voted to appoint Larina Zimmerman as the City's alternate delegate to the Warren County Tax Collection Committee with six votes in the affirmative and Mayor Cashman absent.

Planning Commission:

Mrs. Leary stated that Angela Abreu submitted an application for service on a City Board or Commission and indicated her interest in serving on the Parks and Recreation Commission or the Planning Commission. The Planning Commission will be extensively involved in the development of a new Comprehensive Plan and new Zoning Ordinance and it is believed that Ms. Abreu's legal experience would be of benefit. Therefore, it was recommended that she be appointed to fill the vacant seat on the Planning Commission.

Upon motion by Mr. Hearn and second by Mr. Gilbert, Council members voted to appoint Angela Abreu to the Planning Commission to fulfill the term expiring December 31, 2023, with six votes in the affirmative and Mayor Cashman absent.

DEPARTMENT REPORTS – JUNE, 2020

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

The following reports were provided for Council's review:

Parks and Recreation Commission	– February 4, 2020	Regular Meeting
Planning Commission	– May 13, 2002	
Redevelopment Authority	– February 19, 2020	Regular Meeting
Street Landscape Committee	– January 28, 2020	Regular Meeting

ADJOURNMENT

There being no further business to come before Council, Mr. Wortman declared the meeting adjourned.