

**WARREN CITY COUNCIL
SPECIAL MEETING
JULY 23, 2018 – 5:30 PM**

OPENING OF MEETING

Mayor Cashman presided over the July 23, 2018 special meeting of Warren City Council in the first floor Conference Room of the Municipal Building.

ROLL CALL

Members present and responding to roll call were: Mayor Maurice Cashman, Gregory Fraser, Paul Giannini, Philip Gilbert, and Richard Kolcharno. Elissa Davis and James A. Zavinski, Sr. were absent. Members of City Staff present were Nancy Freenock, City Manager; David Hildebrand, Planner/Development Administrator; Michael Holtz, DPW Director; and Teena Leary, Assistant City Clerk.

RECOGNITION OF VISITORS

Mayor Cashman welcomed Josh Cotton, Times Observer Reporter.

CORRESPONDENCE

There was no correspondence to come before Council.

MULTIMODAL TRANSPORTATION GRANT FUNDING APPLICATIONS

Mrs. Freenock stated that City Staff intends to submit three grant applications under the Pennsylvania Department of Community and Economic Development's Multimodal Transportation Grant Program. If awarded, each grant will require a thirty percent (30%) match. The purpose of each application is outlined as follows:

1. Planning grant in the amount of \$1,350,000 with a match of \$405,000 to be included in the 2019 Municipal Budget. Funding under this application would be utilized for planning and engineering services required in association with the reconfiguration of roadways and the installation of streetscape improvements in the general vicinity of Liberty Street, Clark Street, and Langdon Drive. An application for Federal funding has been submitted for project construction.
2. Construction of a new helipad in the amount of \$302,636 with a match of \$90,790.80 to be funded by Warren General Hospital. Given that the helipad will be located on City property, the City must be the grant applicant.
3. Traffic control devices in the amount \$378,000 with a match of \$162,000 to be funded by Liquid Fuels Monies for a total project in the amount of \$540,000. The project location is the intersection of Third Avenue and Conewango Avenue.

Mr. Giannini inquired as to the source of \$405,000 in matching funds for the planning grant. Mrs. Freenock responded that other grants and assessed property values may be used to offset the matching funds required. She also stated that if the matching funds are not available, the grant could be relinquished.

In response to Mayor Cashman's question regarding the necessity of traffic control devices, Mr. Holtz stated that the devices at the intersection of Third and Conewango are aged and replacement parts are increasingly difficult to obtain.

Mrs. Freenock noted that the proposed location for a new helipad to serve Warren General Hospital is the site of what is known as Bonnell Field within Crescent Park. This portion of the park

carries deed restrictions; however, it is believed that the local chapter of the Daughters of the American Revolution has the ability to release the restrictions.

Resolution No. 3069: Multimodal Transportation Grant Funding Application – Helipad

Upon motion by Mr. Fraser and second by Mr. Giannini, Council members present (5) voted unanimously to approve the resolution authorizing an application for \$302,636 in grant funding for a new helipad.

Resolution No. 3070: Multimodal Transportation Grant Funding Application – Traffic Control Devices

Upon motion by Mr. Fraser and second by Mr. Kolcharno, Council members present (5) voted unanimously to approve the resolution authorizing an application for \$378,000 in grant funding for traffic control devices at the intersection of Third Avenue and Conewango Avenue.

Resolution No. 3071: Multimodal Transportation Grant Funding Application – Planning

Upon motion by Mr. Fraser and second by Mr. Giannini, Council members present (5) voted unanimously to approve the resolution authorizing an application for \$1,350,000 in grant funding for planning and engineering services for improvements in the area of Liberty Street, Clark Street, and Langdon Drive.

FEDERAL TRANSPORTATION GRANT (BUILD) APPLICATIONS (3)

Mrs. Freenock stated that the City recently learned of BUILD (Better Utilizing Investments to Leverage Development) grants made available by the National Department of Transportation. Three proposed projects within the City qualified under this funding offer and the following applications were submitted in advance of the July 19 application deadline:

1. Planning grant in the amount of \$2,125,000 to be utilized for a Parking Plan and Complete Streets Plan.
2. Construction grant in the amount of \$1,041,000 to be utilized for construction of a new helipad, public boat dock, and dedicated First Responders boat launch at Crescent Park.
3. Construction grant in the amount of \$8,750,000 to be utilized for street realignment, construction, and streetscape improvements on Liberty Street (south of Pennsylvania Avenue), Clark Street, Langdon Drive, Market Street, and the 200 Block of Pennsylvania Avenue West. If awarded, grant proceeds will qualify as matching funds for the previously awarded 2018 RACP (Redevelopment Assistance Capital Program) grant.

Mayor Cashman indicated that he authorized Mrs. Freenock to move forward with submission of the grant applications in advance of the application deadline. Upon motion by Mr. Fraser and second by Mr. Gilbert, Council members present (5) voted unanimously to affirm the three BUILD Grant Applications filed on behalf of the City by Nancy K. Freenock, City Manager.

FFY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET REVISION

Mr. Hildebrand stated that City Staff proposed the submission of a Budget Revision Application to the Pennsylvania Department of Community and Economic Development under the Small Communities Program for FFY 2015 funds. The revision would reallocate \$2,888.04 remaining in the completed Franklin Street Project to the Administration Activity.

Mr. Fraser made the motion to approve the budget revision in the amount of \$2,888.04 to the Franklin Street and Administration Activities under the FFY 2015 Community Development Block Grant Funding (CDBG). The motion was seconded by Mr. Giannini and carried unanimously among the Council members present (5).

APPOINTMENT TO THE STREET LANDSCAPE COMMITTEE

Mr. Holtz stated that the Street Landscape Committee received a letter of interest from Arlene Wolf, City resident, requesting that she be considered for appointment to the Committee. Mr. Holtz indicated that there is a vacant seat on the Committee due to the resignation of a member.

Mr. Fraser made the motion to appoint Arlene Wolf to the Street Landscape Committee for the balance of a vacated term which will expire on December 31, 2019. The motion was seconded by Mr. Giannini and carried unanimously among Council members present (5).

MISCELLANEOUS

Drone Regulations: Mrs. Freenock indicated that under Federal regulations drones should not be flown for recreational purposes within the City. However, a City ordinance is required to authorize enforcement action by the City Police Department. Council members concurred that this will be an emerging issue and Mrs. Freenock stated that she will gather additional information for Council's consideration.

Early Intervention Plan (EIP): August 29, 2018 was selected as the preferred date for the Pennsylvania Economy League to present the Early Intervention Plan to Council.

Code of Ethics: Mrs. Freenock stated that development of a Code of Ethics is included in the draft Early Intervention Plan. Mr. Fraser supported the development of such.

ADJOURNMENT AND ANNOUNCEMENT OF EXECUTIVE SESSION

There being no further business to come before Council, Mayor Cashman declared the meeting adjourned and announced that Council would then meet in Executive Session.