

**WARREN CITY COUNCIL
REGULAR MEETING
AUGUST 18, 2014 – 7:30 PM**

OPENING OF MEETING

John Lewis, Council Vice-President, presided over the August 18, 2014 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: Dr. Howard Ferguson, Gregory Fraser, Samuel Harvey, Richard Kolcharno, John Lewis, and James A. Zavinski, Sr. Mayor Maurice Cashman was absent. Mrs. Freenock, Mr. Gustafson, Mr. Hildebrand, Mr. Holtz, Mrs. Leary, Chief Pascuzzi, Mrs. Risinger, Mr. Sceiford, Ms. Stapleford, Chief Zydonik, and Gregory Wilson of City staff were also in attendance.

APPROVAL OF MINUTES

Upon motion by Mr. Zavinski and second by Mr. Harvey, the minutes of the July 21, 2014 Regular Meeting were unanimously approved by Council members present (5).

Upon motion by Mr. Zavinski and second by Mr. Harvey, the minutes of the August 4, 2014 Special Meeting were unanimously approved by Council members present (5).

RECOGNITION OF VISITORS

(Mr. Kolcharno arrived)

Mr. Lewis welcomed all visitors. Present were:

- Pauline Steinmeyer, 18 Prospect Street: Observing
- Dan Ristau, Main Street President: Regarding parking
- Josh Cotton: Times Observer reporter

Dan Ristau addressed Council and expressed his appreciation for the manner in which the recently-adopted parking plan was developed with input from residents and business owners. Mr. Ristau also expressed his concerns regarding the Struthers Library Theatre's proposal for installation of an exterior elevator which would require the elimination of parking spaces on Liberty Street (see 7/21/14 Council minutes).

CORRESPONDENCE

Council members acknowledged receipt of the following correspondence:

- Julie Smith: Regarding non-resident parking fees
- Cynthia Diethrick: Regarding non-resident parking fees
- Paul Okerlund: Regarding non-resident parking fees
- Annamarie Dicembre Miller, Virg-Ann Flower Shop: Regarding the recently adopted parking plan
- Sue Spencer, Struthers Library Theatre: Regarding the recently adopted parking plan
- Nancy Wolfe: Regarding non-resident parking fees

Mr. Harvey stated that he believes that those who are not City residents and utilize City parking facilities receive a subsidized rate that is supported by City taxpayers.

Mr. Fraser requested that correspondence received in regard to parking be kept in a file for review one year from the passage of the parking plan.

AGREEMENT: QUICKSTAFF CONTINGENT WORKFORCE SOLUTIONS

Mrs. Freenock reported that the City utilizes temporary employees to perform seasonal work in the Public Works Department and also to provide clerical assistance from time-to-time. For several years, the City has sourced its temporary employees through Accent Staffing. QuickStaff Contingent Workforce Solutions is a new staffing agency which will provide greater benefits to its employees at no additional cost to clients. Such benefits include healthcare insurance and the equivalent of one week's pay to compensate for days off that the employee may need.

She further stated that employees who are currently staffed via Accent Staffing wish to transfer to QuickStaff. The current agreement between the City and Accent Staffing includes a \$500 per employee transition fee in the event the City decides to convert the current workforce to another supplier. However, QuickStaff has agreed to pay the transition fee to Accent Staffing.

City staff members met with QuickStaff representatives and recommended that the City accept the QuickStaff Rate and Service Confirmation Letter.

Upon motion by Dr. Ferguson and second by Mr. Harvey, Council members present (6) voted unanimously to approve acceptance of the QuickStaff contingent Workforce Solutions Rate and Service Letter.

BID AWARD: MULTI-SPACE PARKING PAY STATIONS

Chief Zydonik reported that on August 4, 2014, the City opened bids for the purchase and installation of five multi-space parking pay stations. Four of the units will be placed in the Midtown Parking Lot and will replace the current gated entry/exit system and one will be placed in the Clark Street Parking Garage.

Three bids were received and, upon review, it was determined that one company, McKay, did not meet a sufficient number of the bid specifications. Of the two remaining bids, Cale met the greatest number of specifications and was the lowest responsible bidder at \$9,845 per unit for a total bid of \$49,225. This amount will be funded via financing which was approved at the July 21, 2014 regular Council meeting.

Upon motion by Mr. Fraser and second by Mr. Zavinski, Council members present (6) voted unanimously to award a contract to Cale for the purchase and installation of five multi-space parking pay stations.

RESOLUTION NO. 2958: ESTABLISHING FEES

Mrs. Freenock noted that periodic updates to the City's Fee Schedule are necessary. The changes reflected in this resolution include fees which are being amended or added in association with the General Parking Plan (Ordinance No. 1847) and also clarification regarding the Street Closure Fee.

Mr. Fraser made the motion to adopt the resolution establishing fees. The motion was seconded by Dr. Ferguson and carried with five votes in the affirmative and one abstention by Mr. Lewis who cited a possible conflict of interest as he provides parking for a fee.

ORDINANCE NO. 1848: INDUSTRIAL PRETREATMENT & ENFORCEMENT RESPONSE PLAN

Mr. Sceiford reported that the United States Environmental Protection Agency (USEPA) has determined that the City of Warren must develop, secure approval, and implement a federally-approved pretreatment program for its Publicly-Owned Treatment Works (POTW). In October 2004 the City enacted Ordinance No. 1708 which established requirements for users of the POTW

to discharge industrial waste into the system and allowed the City to comply with all applicable laws and regulations pertaining thereto.

As part of the EPA's latest review of the City's mandatory annual program report, the EPA indicated that revisions were required in the Ordinance and in the Enforcement Response Plan which is a component of the program documentation. In addition, the EPA required that Warren amend its Enforcement Response Plan to include language on "Best Management Practices".

The Pretreatment Coordinator for the EPA has reviewed the proposed changes and indicated his acceptance of the drafts.

Upon motion by Mr. Fraser and second by Mr. Kolcharno, Council members present (6) voted unanimously to adopt the updated Industrial Pretreatment Ordinance and Enforcement Plan.

2015 PA GREENWAYS AND TRAILS SUMMIT PROPOSAL

Mrs. Freenock stated that the Pennsylvania Recreation and Parks Society and the Pennsylvania Department of Conservation and Natural Resources are seeking proposals from interested organizations to be the "Host City" for the biennial statewide Pennsylvania Greenways and Trails Summit in 2015. The Summit traditionally attracts 200 to 250 attendees and is held in the month of September for three days running from Sunday through Tuesday of a selected week. A Local Planning Committee has been formed to submit a proposal which is to be submitted by August 30, 2014.

The Local Planning Committee (Summit Partners) is comprised of representatives of the Allegheny Community Center, the City of Warren, Warren County, Warren County Visitors' Bureau, and the Warren County Chamber of Business and Industry. Summit Partner organizations have each pledged a sponsorship amount of \$500 which the Committee will use to acquire matching funds.

Dr. Ferguson made the motion to support the proposal for the City of Warren to be the Host City for the PA Greenways and Trails Summit in 2015 and to pledge \$500 as a partnering organization. The motion was seconded by Mr. Zavinski and carried unanimously among the Council members present (6).

DEPARTMENT REPORTS – JULY, 2014

The following reports were presented for Council's review:

- Police Department
- Fire Department
- Department of Public Works
- Building Codes Department

Chief Zydonik noted that the turning lanes for westbound traffic on Fifth Avenue at its intersection with Market Street will be changed to "Left Turn Only" and "Straight/Right Turn Only" upon completion of the paving project and subsequent restriping of the street.

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes as well as the Special Events Report:

| | | |
|---------------------------------|-----------------|-----------------|
| Parks and Recreation Commission | – June 3, 2014 | Regular Meeting |
| Street Landscape Committee | – June 24, 2014 | Regular Meeting |

ADJOURNMENT

There being no further business to come before Council, Vice-President Lewis declared the meeting adjourned.