

**WARREN CITY COUNCIL
PUBLIC HEARING AND REGULAR MEETING
NOVEMBER 18, 2019 – 7:00 PM**

PUBLIC HEARING: FFY 2019 CDBG FUNDING APPLICATION

Mayor Cashman opened the public hearing. Mr. Hildebrand stated that City staff proposed the submission of an application to the Pennsylvania Department of Community and Economic Development for \$298,504 in FFY 2019 Entitlement Funds.

The proposed use of the funding is for street and road improvements on S. South Street. Also proposed is the utilization of funding for the Public/Community Facilities (CDBG) Activity for the elimination of slum and blight on an area basis within the designated downtown redevelopment area (Streetscape I Project loan payment).

This was the second public hearing regarding the FFY 2019 application with the first having been held at 10:00 AM on October 1 in Council Chambers of the Municipal Building.

Mr. Hildebrand read a memorandum regarding Minority and Women Enterprise Goals and the Notice of City of Warren Section 504 Officer and Process for Grievance into the record (copies appended to these minutes).

There being no citizens present who wished to provide comment, Mayor Cashman declared the hearing closed.

OPENING OF REGULAR MEETING

Mayor Cashman presided over the November 18, 2019 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, Paul Giannini, Philip Gilbert, Richard Kolcharno, John Lewis, and James A. Zavinski, Sr. Councilman Gregory Fraser was absent. Members of City Staff present were Nancy Freenock, City Manager; Brandon Deppen, Chief of Police; David Hildebrand, Planner/Development Administrator; Michael Holtz, DPW Director; Teena Leary, Assistant City Clerk; Donna Risinger, Finance Officer; Terry Williams, Director of Codes, Permits, and Recreation Services; Steve Hoffman, Fire Department OTO; Chad Yuriscic, City Engineer; and Andrea Stapleford, City Solicitor.

APPROVAL OF MINUTES

Upon motion by Mr. Lewis and second by Mr. Kolcharno, the minutes of the October 21, 2019 Regular Meeting were unanimously approved by Council members present.

Upon motion by Mr. Lewis and second by Mr. Kolcharno, the minutes of the November 4, 2019 Special Meeting (with one correction) were unanimously approved by Council members present.

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Christian Zavinski: Councilman elect
- Pauline Steinmeyer: Observing
- Pam Lewis: Observing
- Lorrie Drumm: Times Observer Reporter

- Members of International Association of Firefighters Local No. 1835:

Andy Moore	Shawn Jones
Tracy Swartz	Brian Schott
Steve Jones	Mark Schwanke
Jason Schott	Joe Rehe
Chris Danielson	David Krogler
Jacob Nugent	Shane Jones
Kurt Meynard	Jon Ferrie
Chris Whyte	Jeremy Rulander
Greg Ireland	

CORRESPONDENCE

There was no correspondence to come before Council.

RESOLUTION NO. 3100: FFY 2019 CDBG APPLICATION

Mr. Hildebrand stated that it was proposed that an application be submitted to the Pennsylvania Department of Community and Economic Development under the Small Communities Program for \$298,504 in FFY 2019 Entitlement Funds.

The proposed use of the funding is for street and road improvements on S. South Street. Also proposed was the utilization of funding for the Public/Community Facilities Activity under the Community Development Block Grant (CDBG) Program for the elimination of slum and blight on an area basis within the designated downtown redevelopment area (Streetscape I Project loan payment).

Mr. Lewis made the motion to approve the resolution authorizing the FFY 2019 Community Development Block Grant funding application. The motion was seconded by Mr. Kolcharno and carried unanimously among the Council members present (6).

RESOLUTION NO. 3101: FAIR HOUSING

Mr. Hildebrand stated that in accord with requirements of the Pennsylvania Department of Community and Economic Development's (DCED) Community Development Block Grant (CDBG) program, a Fair Housing Resolution was prepared by City Staff.

Upon motion by Mr. Kolcharno and second by Mr. Zavinski, Council members present (6) voted unanimously to approve the Fair Housing Resolution.

FIRE APPARATUS PURCHASE

(See also: November 4, 2019 Special Meeting Minutes)

Steve Hoffman, Fire Department Operations/Training Officer, provided information regarding the age, present condition, maintenance issues, and safety concerns regarding the Department's Tower 1 (1997 Aerial Truck) and Engine 3 (1992 Fire Engine). Mr. Hoffman stated that, following an extensive search, it was determined that the most cost-effective option is to purchase a 2020 Aerial Truck and a 2020 Fire Engine from COSTARS vendor KAZA Fire Equipment at a combined purchase price of \$1,400,000 for the two vehicles. Both apparatus are manufactured by Rosenbauer.

Upon motion by Mr. Lewis and second by Mr. Giannini, Council members present (6) voted unanimously to approve the purchase of a 2020 Aerial Truck and a 2020 Fire Engine from COSTARS vendor KAZA Fire Equipment at the price of \$1,400,000.

RESOLUTION NO. 3102: AUTHORIZING PennDOT AGREEMENT SIGNATORIES

Mr. Holtz reported that during the 2020 construction season, the Pennsylvania Department of Transportation (PennDOT) will complete a milling and paving project on SR 62-23M (Route 6 to Route 62 Truck Route which utilizes Pennsylvania Avenue West, Laurel Street, and Fourth Avenue). This project will require that sanitary sewer manholes be adjusted.

PennDOT is preparing an agreement (No. 010X58) under which PennDOT and the City will share the costs of the manhole adjustments with the City providing the necessary materials and PennDOT making the adjustments.

PennDOT requested that the City adopt a resolution stating who the agreement signatories will be. It was noted that, upon receipt from PennDOT, Agreement No. 010X58 will be placed before Council for approval.

Upon motion by Mr. Lewis and second by Mr. Kolcharno, Council members present (6) voted unanimously to approve the resolution stating and authorizing signatories for the forthcoming PennDOT Agreement No. 010X58 pertaining to sanitary sewer manhole adjustments for the PennDOT SR 62-23M Project.

DEPARTMENT REPORTS – OCTOBER, 2019

The following reports were presented for Council’s review:

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

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

Blighted Property Review Committee	– July 25, 2019	Regular Meeting
Parks and Recreation Commission	– June 4, 2019	Regular Meeting
Redevelopment Authority	– July 17, 2019	Regular Meeting
Redevelopment Authority	– August 21, 2019	Regular Meeting
Street Landscape Committee	– September 22, 2019	Regular Meeting

ADJOURNMENT

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

MEMORANDUM

TO: PA DCED, CDBG FFY 2019 Application
FROM: City of Warren
DATE: November 18, 2019
RE: Minority/Women Enterprises Goals

The City of Warren has set goals of minimum participation, in federally funded contract activities, as:

MBE: 5% of the total dollar amount of all contracts

WBE: 8% of the total dollar amount of all contracts

In calendar year 2018, no contracts were made with MBE or WBE firms.

The City of Warren requests bids from MBE/WBE firms, when sending out Invitations for Bids, directly to MBE/WBE firms, listed on-line. The City of Warren will continue to do this. Further, The City of Warren instructs all bidders to consider MBE/WBE firms as subcontractors and/or suppliers when submitting a bid. Contractors must provide proof that they contacted MBE/WBE firms as subcontractors and suppliers in their proposals.

Part of the issue is, there are very few MBE/WBE firms in our vicinity. It is not cost effective for MBE/WBE firms, living outside our vicinity, to travel to The City of Warren for jobs.

NOTICE of City of Warren
Section 504 Officer and Process for Grievance

Pursuant to Section 504 of the Rehabilitation Act of 1973 and its implementing regulations ("Section 504"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The City of Warren does not discriminate in access to, participation in, or treatment, or employment in, its programs or activities. The City of Warren's Section 504 Officer is: David L. Hildebrand. The Officer can be reached using information provided below.

Grievance Procedures for any person who believes that s/he has been discriminated against or denied equal opportunity or access to programs or services may file a complaint, which shall be referred to as a grievance, with the following:

David L. Hildebrand, Section 504 Officer
318 W Third Avenue, Warren, PA 16365
Phone: 814-723-6300 ext. 121
FAX: 814-723-3242
Email: dlh@cityofwarrenpa.gov

or

US Department of Housing and Urban Development
FHEO/Regional III Office Mid-Atlantic Office
100 Penn Square, East, 12th Floor
Philadelphia, PA 19107
(215)861-7643
FAX: (215)656-3449
TTY: (800)927-9275

or

US Dept of Housing and Urban Development
PITTSBURGH FHEO FIELD OFFICE
Moorhead Federal Building
1000 Liberty Avenue
Pittsburgh, PA 15222
(412) 644-5449 or (412) 644-6353
FAX: (412) 644-6516
TTY: (800) 927-9275

Grievance procedures and complaint forms may be requested from the office of David L. Hildebrand, via phone, Fax, email, in person, or large print.