

**WARREN CITY COUNCIL  
PUBLIC HEARINGS AND REGULAR MEETING  
NOVEMBER 20, 2017 – 7:30 PM**

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**PUBLIC HEARING: PROPOSED CDBG BUDGET MODIFICATION**

Mayor Maurice Cashman opened the Public Hearing. Mr. Hildebrand stated that it was proposed that a Budget Modification Application be submitted to the Pennsylvania Department of Community and Economic Development under the Small Communities Program (SCP) for FFY 2016 funds.

The City of Warren proposed that funding be reallocated from the Stone Hill Road – Street Improvement Project to the Park Avenue Retaining Wall, Sidewalk, Curb, Handrail, and Pavement Restoration Project. In addition, funding for the Streetscape/Downtown and Administration activities will be increased.

Mr. Hildebrand stated that this hearing was held for the purpose of obtaining citizens' views and comments. The hearing was held immediately prior to the regular meeting of City Council in Council Chambers of the Municipal Building at 318 West Third Avenue.

There being no citizens wishing to comment, Mayor Cashman closed the Public Hearing

**PUBLIC HEARING: PROPOSED 2017 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

Mayor Maurice Cashman opened the Public Hearing.

Mr. Hildebrand read the "City of Warren Notice - Section 504 Officer and Process for Grievance" as well as a statement regarding Minority/Women Enterprise Goals.

Mr. Hildebrand stated that City staff proposed the submission of an application to the Pennsylvania Department of Community and Economic Development under the Small Communities Program (SCP) for \$269,615 in FFY 2017 Entitlement Funds. These funds are available for community development activities which will benefit low- and moderate-income (LMI) persons, address slums or conditions of blight, or meet a community development need of particular urgency. At least 70 percent of such funds must be spent on activities benefiting low- and moderate-income persons.

The proposed use of the funding is for retaining wall, curb, handrail, and pavement restoration improvements on Park Avenue. Also proposed is 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 repayment).

Mr. Hildebrand stated that a public hearing regarding the proposed application was also held in Council Chambers of the Municipal Building at 9:00 AM on October 26.

Mrs. Pauline Steinmeyer addressed Council and noted that there are many low and mid-income residents struggling and would like to see programs such as Pridewalk (non-CDBG project) continue.

There being no other citizens wishing to comment, Mayor Cashman closed the Public Hearing.

**OPENING OF REGULAR MEETING**

Mayor Cashman presided over the November 20, 2017 regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance. Mayor Cashman announced that Council met in executive session on November 13 in regard to the GRO-Warren litigation and property matters.

**ROLL CALL**

Members present and responding to roll call were: Mayor Maurice Cashman, Elissa Davis, Gregory Fraser, Philip Gilbert, Richard Kolcharno, John Lewis, and James A. Zavinski, Sr. Members of City Staff present were Mrs. Freenock, Mr. Hildebrand, Mr. Holtz, Mrs. Leary, Chief Pascuzzi, Mrs. Risinger, Mrs. Williams, Mr. Yuriscic, Sgt. B. Deppen, and Attorney Stapleford.

### **JUNIOR COUNCIL MEMBER OATH OF OFFICE**

Mayor Cashman noted that Mr. Lewis has been a champion of the Junior Council Member program and asked that he administer the oath of office to Ryan Zavinski. Mr. Zavinski will serve for the remainder of the 2017-2018 academic year. Mr. Zavinski stated that he looks forward to providing input on behalf of his peers.

### **RECOGNITION OF SERVICE**

Douglas Sceiford was recognized for his 35 years of service as the City's Consulting Engineer and was presented with a memento from the City. Mayor Cashman noted that Mr. Sceiford's career included attendance at approximately 400 City Council meetings. Of particular note were his role in establishing the City's Intermunicipal Sanitary Sewer agreements; management of the City's Wastewater Treatment Plant for many years; design of the Treatment Plant's first two aerobic digesters; over 35 CDBG street reconstruction projects, park and playground projects, storm sewer projects, Indian Hollow and Glade Run Floodway projects; and oversight of the recent construction of the \$25 million Wastewater Treatment Plant. Mr. Sceiford thanked the Mayor, Council, and City Staff and noted that he considered Warren to be a "second home" and always strove to aid in improving the City.

### **APPROVAL OF MINUTES**

Upon motion by Mr. Fraser and second by Mr. Gilbert, the minutes of the October 16, 2017 Regular Meeting were unanimously approved.

### **RECOGNITION OF VISITORS**

Mayor Cashman welcomed all visitors. Present were:

- Pauline Steinmeyer: Observing
- Jeff Zavinski: Incoming Junior Council Member Parent
- Ruth Zavinski: Incoming Junior Council Member Parent
- Doug Sceiford: Recognition of 35 years of service as City Engineer
- Jane Sceiford: Doug Sceiford recognition
- Paul Giannini: Council Member Elect
- Jane Dunshie: Observing
- Visitors present in regard to a Boy Scout Merit Badge:

Storm Sivak	Troy Johnson
Christian Johnson	Ian Montour
Jason Stillson	Andrew Moore
Mark Lynds	Michael Moore
Gabe Wennberg	Jason Klenck
Dan Klenck	John Montour

### **CORRESPONDENCE**

Council members acknowledged receipt of correspondence from the Eldercare Council of Warren and Forest Counties thanking the City for its assistance and support in regard to the organization's Senior Expo. Mrs. Freenock noted that Sgt. Deppen was instrumental in providing aid for the event.

**COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET MODIFICATION**

See Public Hearing above. City Staff recommended the reallocation of \$200,000 from the Stone Hill Street/Road Improvement Activity to the Park Avenue Improvements Activity (\$170,070.60), the Streetscape/Downtown Activity (\$19,929.40), and Administration (\$10,000.00).

Upon motion by Mr. Lewis and second by Miss Davis, Council members voted unanimously to approve the FFY 2016 Community Development Block Grant Budget Modification.

**RESOLUTION NO. 3046: FFY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION**

See Public Hearing above.

Upon motion by Mr. Lewis and second by Mr. Zavinski, Council members voted unanimously to approve the resolution authorizing the application for FFY 2017 Community Development Block Grant funding.

**PUBLIC HEARING DATE: 2018 MUNICIPAL BUDGET**

Upon motion by Mr. Fraser and second by Miss Davis, Council voted unanimously to set the 2018 Municipal Budget Hearing date for December 11, 2017, at 5:30 PM in Council Chambers of the Municipal Building.

**ORDINANCE NO. 1899: SOLID WASTE**

Mr. Holtz noted that on August 14 Council held a work session for the purpose of reviewing and discussing a proposed Solid Waste Ordinance. Following that session, recommended changes were made to the proposed ordinance which was presented for Council's consideration at the October 16 regular meeting. The ordinance included provisions for the use of a single trash collector to serve all residential properties in the City should Council elect to do so in the future. A majority of Council members were not in favor of this provision and, therefore, the ordinance was not approved. Following the October meeting, the proposed ordinance was revised by the removal of all reference to the use of a single trash collector.

The proposed ordinance presented at this meeting incorporates current state regulations pertaining to the collection and disposal of solid waste and recyclable materials. Additionally, regulations within the ordinance are consistent with those contained in the City's Property Maintenance Code.

Mr. Holtz indicated that curbside collection of recyclable materials is being performed under an extended contract and, therefore, it is necessary to advertise and accept proposals for a new contract. Adoption of the proposed ordinance would allow for the final development of an RFP reflective of current regulations.

Upon motion by Mr. Fraser and second by Miss Davis, Council members voted unanimously to approve the ordinance pertaining to the disposition of solid waste and recyclable materials.

**DEPARTMENT REPORTS – OCTOBER, 2017**

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	–	September 28, 2017	Regular Meeting
Parks and Recreation Commission	–	June 6, 2017	Regular Meeting
Planning Commission	–	September 20, 2017	Regular Meeting
Redevelopment Authority	–	August 16, 2017	Regular Meeting
	–	September 6, 2017	Special Meeting
Street Landscape Committee	–	September 19, 2017	Regular Meeting

**ADJOURNMENT**

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