

December 4, 2018, Council Meeting  
Minutes

The regular meeting of Clarion Borough Council was held on December 4, 2018, in the Clarion Borough Offices. President Lapinto called the meeting to order at 7:00 p.m. Everyone recited the Pledge of Allegiance. President Lapinto asked for a moment of silence for the death of the 41<sup>st</sup> President. Councilmembers present were Mr. Zerfoss, Ms. Roberts, Mr. Aaron, Ms. Logue, and President Lapinto. Dr. Sanders Dédé and Mr. Noto were absent. Chief Peck, Mr. Preston, Mr. Colosimo, Mayor Parker, Solicitor Marshall, Mr. Sharrar, and Ms. LaVan-Preston were also present.

Mr. Aaron asked to amend the agenda to remove one item from the Storm Water Authority in regards to the proposal from HRG for storm water pipe assessments in the amount of \$197,425 and also to add two other items to the agenda under Storm Water Authority with regards to it. Ms. Logue seconded the motion. The motion carried unanimously.

Ms. Roberts made a motion to amend the agenda to move the Housing and Zoning section to be given before Administration. Mr. Zerfoss seconded the motion which carried with a vote of five yeas.

HOUSING AND ZONING

On a motion by Ms. Roberts with a second by Ms. Logue, approving the Miles' rezoning request for a 2 acre parcel currently zoned as C-I, Commercial Industrial, to R-1, Single-Family Residential, was carried with a vote of five yeas.

On a motion by Ms. Roberts with a second by Mr. Zerfoss to give permission for the Solicitor to advertise an ordinance to amend the zoning map to change a C-I, Commercial Industrial District, to R-1, Single-Family Residential District. The motion was carried with a vote of five yeas.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, approving the minutes of the November 6, 2018, Council Meeting, carried with a vote of five yeas.

CITIZEN COMMENTS: Agenda Items Only

There were none.

ADMINISTRATION

On a motion by Ms. Logue with a second by Mr. Aaron, approving to pay the appropriations for the month of December, was carried with a vote of five yeas.

President Lapinto commented the Treasurer's Report of Fund Totals and Budget Analysis are in the packet for Council's review.

On a motion by Mr. Aaron with a second by Ms. Logue to approve Resolution #2018-426, approving the fiscal year budget. Upon a request by Mr. Zerfoss, the motion carried after the

following roll call vote: Mr. Zerfoss, yes; Ms. Roberts, yes; Mr. Aaron, yes; Ms. Logue, yes; and President Lapinto, yes.

On a motion by Mr. Zerfoss with a second by Ms. Logue to approve the 2019 Budget, Tax Ordinance #2018-830, and Fee Schedules. Upon a request by Mr. Zerfoss, the motion carried after the following roll call vote: Mr. Zerfoss, yes; Ms. Roberts, yes; Mr. Aaron, yes; Ms. Logue, yes; and President Lapinto, yes.

On a motion by Mr. Aaron with a second by Ms. Logue, approving the 2019 salary schedule, was carried with a vote of five yea.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, giving permission to seek request for proposals for 2019 Tax Anticipation Note in the amount of \$300,000, was carried with a vote of five yea.

On a motion by Mr. Zerfoss with a second by Ms. Roberts to approve the 2019 proposed Council Meeting dates. The motion carried with a vote of five yea.

On a motion by Ms. Roberts with a second by Mr. Aaron, appointing David Sentner to a 3-year term on the Zoning Hearing Board to expire at the end of 2021, was carried with a vote of five yea.

On a motion by Ms. Logue with a second by Ms. Roberts to appoint Tim Tarr to a 6-year term on the Civil Service Commission to expire at the end of 2024.

Mr. Aaron asked if the Borough received any interest in this position?

Secretary LaVan-Preston stated no one called in. As asked last month, Secretary LaVan-Preston contacted everyone to see if they wished to be re-appointed.

Mr. Aaron commented it's a 6-year term.

The motion failed with a vote of two yea and Mr. Zerfoss, Mr. Aaron, and President Lapinto voting no.

President Lapinto announced the Borough will have to look for someone willing to serve on this Commission.

On a motion by Mr. Zerfoss with a second by Ms. Roberts, appointing Barry Sweet to a 4-year term on the Planning Commission to expire at the end of 2022, was carried with a vote of five yea.

On a motion by Mr. Zerfoss with a second by Ms. Roberts to appoint Karen Grosch to a 4-year term on the Planning Commission to expire at the end of 2022. The motion carried with a vote of five yea.

President Lapinto commented next is to appoint Mike Kalinowski to a 3-year term on the Police Pension Committee and a 3-year term on the General Employees' Pension Committee and asked if this should be done in two motions as they are two separate committees?

Solicitor Marshall stated no, it can be one.

On a motion by Mr. Aaron with a second by Ms. Roberts, to appoint Mike Kalinowski to a 3-year term on the Police Pension Committee and a 3-year term on the General Employees' Pension Committee to expire at the end of 2021. The motion carried with a vote of five yea.

President Lapinto commented next is the request of the Clarion Area Chamber of Business and Industry for free parking for December 5-28, 2018, for the holiday shopping season.

On a motion by Mr. Aaron with a second by Ms. Logue to approve the request of Clarion Area Chamber of Business & Industry for free parking December 5-28, 2018, for holiday shopping season.

Mr. Aaron informed everyone the Public Safety Committee held a meeting last week with several business owners from Downtown, which was the original intent to tabling the dates until now to determine if it would be until the end of the year. The feedback received outweighed any concerns Council had with free parking as most of the merchants see it more as a benefit even if it was taken advantage of in certain instances. Mr. Aaron stated this year the Committee would like to go along with the wishes of the businesses on Main Street.

President Lapinto pointed out it is not up to the Borough to advertise it. Council approves requests, but it is not Council's job to promote the events. President Lapinto hopes the Chamber could put it up on the sign at the Courthouse and somehow get the word out.

Ms. Logue thinks in Brookville they have bags that say free parking.

President Lapinto commented that was one of the items that came up by a merchant. However, the Borough has 700 meters in the Borough, which would all need covered. The meeting resulted with some good suggestions, but the fact is this is December 4<sup>th</sup> and too late to change anything. At the beginning of the year or later on, President Lapinto feels it would be a good idea to meet to explore other avenues for next year. At this point, there would be no way to get the information out to the public without it being too confusing. President Lapinto mentioned it would be confusing for someone to park on Main Street and not get a ticket but for someone else to park on 6<sup>th</sup> Avenue and get one. It would create a lot of problems. That is why the Committee decided it would be granted free parking everywhere for the entire period.

The motion carried with a vote of three yeas with Mr. Zerfoss and Ms. Roberts voting no.

Mr. Zerfoss doesn't oppose free parking but is against it lasting until the 28<sup>th</sup>. It used to be until the 26<sup>th</sup>. Mr. Zerfoss questioned why would free parking be needed the whole week and wonders if that is for people to return their items after Christmas. It doesn't make sense.

Ms. Logue stated it could be that a person received a gift certificate and wanted to spend it.

Mr. Aaron feels it may have something to do with Christmas being on a Tuesday and the timing of the week to have it last until the 28<sup>th</sup> and noted he still winds up with Christmas money.

On a motion by Mr. Aaron with a second by Ms. Logue, approving Advisory Board for Leadership & Engagement's special event request for their Come Together Clarion 5K for 5 Causes event to be held on April 13, 2019, was carried with a vote of five yeas.

On a motion by Mr. Aaron with a second by Ms. Logue to approve Delta Zeta Sorority's special event request for their Delta Zeta 5K to be held April 6, 2019. The motion carried with a vote of five yeas.

On a motion by Mr. Zerfoss with a second by Ms. Roberts to reinvest two Recreation Certificates of Deposits in the amount of \$10,000 each with accrued interest at time of reinvestment to be deposited into Recreation Savings Account. The motion was carried with a vote of five yeas.

On a motion by Mr. Zerfoss with a second by Ms. Logue to reinvest Capital Project Certificate of Deposit in the amount of \$250,000 with accrued interest at time of reinvestment to be deposited into Capital Projects Fund. The motion carried with a vote of five yeas.

President Lapinto reported next are two Cooperation Agreements between Clarion Borough and Clarion County for the administration for 2016 and 2017 for the CDBG Program, which each will be done separately. First is the 2016 CDBG Program year, which Mr. Colosimo has been working on for quite a while. Mr. Colosimo has been doing some environmental reviews for the County, and the County. President Lapinto commented Mr. Colosimo has too much to do and this takes away from his work at the Borough. Mr. Colosimo will continue to do the Borough's environmental review but will no longer do the County's. However, Mr. Colosimo has to finish some items up for the County for 2016.

Mr. Colosimo agreed there is an activity that he is still working on as part of the original trading the environmental review services for the administration services.

President Lapinto stressed this will be the last one, because Mr. Colosimo has too much work to do without taking on anything additional.

On a motion by Mr. Aaron with a second by Ms. Roberts, approving the Cooperation Agreement between Clarion Borough and Clarion County for administration of the 2016 CDBG

Program Year, including Todd Colosimo's assistance with the environmental review, was carried with a vote of five yea.

President Lapinto stated a motion is necessary to approve the 2017 CDBG program and that excludes Mr. Colosimo from doing the environmental review.

On a motion by Mr. Aaron with a second by Ms. Roberts to approve the Cooperation Agreement between Clarion Borough and Clarion County for administration of the 2017 CDBG Program Year excluding Todd Colosimo's assistance with the environmental review. The motion carried with a vote of five yea.

#### BLUEPRINT COMMITTEE

President Lapinto reported there is a meeting on December 10<sup>th</sup>.

Mr. Colosimo stated Bill Fontana with the Downtown Center will be at that meeting to help the Committee pound out the details of the Capacity Building Grant and get that going.

President Lapinto commented that is a \$25,000 grant.

#### PUBLIC WORKS

Chairman Zerfoss reported the Public Works Report is in the packet for everyone's review.

Since the snow came fell before all the leaves fell, Chairman Zerfoss asked Mr. Preston to discuss.

Mr. Preston announced leaf pick-up has been extended as long as weather permits. The last day will be Friday, December 7<sup>th</sup>. The Department has been picking them up all week and last week. Mr. Preston stated the last day for pick up will be Friday, December 7<sup>th</sup>, and asked the press to put that in the papers. Then the Department will switch the trucks for winter use.

President Lapinto inquired if the residents are to call?

Mr. Preston agreed he/she can call and leave a message at the maintenance building.

President Lapinto asked the press to advertise the free parking too.

#### STORM WATER AUTHORITY

On a motion by Mr. Aaron with a second by Mr. Zerfoss to adopt Resolution #2018-427, a declaration of official intent to reimburse General Funds used to construct improvements to its storm water system from funds received from the Pennsylvania Infrastructure Investment Authority.

President Lapinto asked Mr. Colosimo for anything additional?

Mr. Colosimo stated this is a redo of the resolution Council adopted in September. This one adds both sides of the funding offer and makes both sides available for reimbursement.

The motion carried with a vote of five yea.

On a motion by Mr. Aaron with a second by Ms. Roberts to adopt Salzman Hughes, P.C. anticipated tasks and estimated expenses for Storm Water Program and Fee Implementation dated December 3, 2018.

Mr. Colosimo reported this assignment will put a little more detail into the original agreement with Salzman Hughes for setting up the Authority and will allow the Borough to recapture funds that were spent through the PennVEST offer plus pay for future services through the PennVEST offer.

The motion carried with a vote of five yea.

On a motion by Mr. Aaron with a second by Mr. Zerfoss to accept a proposal from Herbert, Rowland & Grubic, Inc. dated November 26, 2018, for additional services related to the set-up and implementation of the Clarion Borough Storm Water Authority, with said services to be rendered only upon request by Clarion Borough, contingent upon the total cost and scope of services being completely funded through PennVEST financing.

Mr. Colosimo added this reserves funding through the PennVEST offer for upon request services.

The motion carried with a vote of five yea.

#### PUBLIC SAFETY

On a motion by Mr. Aaron with a second by Ms. Logue to give permission to advertise for part-time police officers (Act 120 required).

Ms. Roberts asked how many part-time are needed?

Mr. Aaron stated the Department needs part-time officers that can be relied on.

Chief Peck commented there are five part-time officers now but he is having trouble filling shifts with the ones on staff.

Secretary LaVan-Preston added the ad will be published without a deadline so that the Borough can keep accepting as individuals come in.

Solicitor Marshall agreed that was allowed.

Mr. Aaron reported the Committee can interview as it comes in.

The motion was carried with a vote of five yea.

#### LIBRARY REPORT

President Lapinto asked Mr. Colosimo for a report in the absence of Mr. Noto.

Mr. Colosimo stated Dave Neill relayed the design work for this project will be available for the December Committee meeting for review. Once the Committee approves it, the plan is to ask for permission to bid the project in January and award it at the February meeting.

#### RECREATION

Ms. Roberts reported the Borough overpaid the Scenic Rivers YMCA – Clarion wages for the pool in the amount of \$2,592.77 and will receive a refund later this year.

#### SECRETARY'S REPORT

Secretary LaVan-Preston had nothing to report.

#### MAYOR'S REPORT

Mayor Parker had nothing to report.

#### OLD BUSINESS

There was none.

#### NEW BUSINESS

There was none.

#### CITIZEN COMMENTS: Non-Agenda Items

There was none.

#### CORRESPONDENCE

There was none.

On a motion by Mr. Aaron with a second by Ms. Roberts, the meeting was adjourned at 7:30 p.m.

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Linda LaVan-Preston, Borough Secretary