

November 1, 2016, Council Meeting
Minutes

The regular meeting of Clarion Borough Council was held on November 1, 2016, in the Clarion Borough Offices. President Lapinto called the meeting to order at 7:00 p.m. Everyone recited the Pledge of Allegiance. Councilmembers present were Mr. Zerfoss, Ms. Roberts, Dr. Sanders Dédé, Mr. Aaron, Mr. MacBeth, and President Lapinto. Mr. Noto was absent. Chief/Secretary/Treasurer Hall, Mr. Colosimo, Mr. Preston, Mayor Walters, Solicitor Marshall, and Ms. LaVan were also present. Mr. Sharrar was absent.

On a motion by Mr. Aaron with a second by Mr. MacBeth, approving the October 4, 2016, Council Meeting, minutes, were carried with a vote of five yea with Mr. Zerfoss abstaining as he was absent.

CITIZEN COMMENTS: Agenda Items

There were none.

ADMINISTRATION

On a motion by Mr. Zerfoss with a second by Ms. Roberts, approving the appropriations for the month of November, was carried with a vote of six yea.

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

President Lapinto commented next is a request from the University Activities Board-Campusfest special event for a concert to be held April 22, 2017, and doesn't think they know who they are bringing at this point.

Secretary Hall stated that's correct.

On a motion by Mr. MacBeth with a second by Ms. Roberts to approve the University Activities Board-Campusfest special event request for a concert to be held April 22, 2017. The motion carried with a vote of six yea.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, approving Clarion Area Chamber of Business & Industry's special event request for holiday season-free parking for Monday, November 21 (Customer Appreciation Day), Friday, November 25 (Black Friday), and November 28 through December 25 (Holiday Shopping Season), was carried with a vote of six yea.

President Lapinto stated the next request from the Chamber of Business and Industry is for the Christmas Parade to be held Monday, November 21st with line up at 5:30 p.m. and the parade step off at 6 p.m. and asked if line up will be at IC?

Secretary Hall verified that's correct.

On a motion by Mr. Zerfoss with a second by Dr. Sanders Dédé to approve Clarion Area Chamber of Business & Industry's special event request for Christmas Parade to be held Monday, November 21, 2016, (line up at 5:30 p.m. and parade step-off at 6 p.m.). The motion carried with a vote of six yea.

President Lapinto stated next is permission to procure CDBG engineering consulting services through the CDBG Program request for proposals (RFP) process for 2017 through 2019 and asked Mr. Colosimo for more?

Mr. Colosimo commented the Borough's current contract is with the EADS Group and will expire the last day of this year. DCED, the state parent overseeing the program, like to see this let out every 3 years, which is why you have that open for competition. Recommendation will be brought forth in January.

On a motion by Mr. Zerfoss with a second by Mr. Aaron to give permission to procure CDBG engineering consulting services through the CDBG Program request for proposals (RFP) process for 2017 through 2019. The motion was carried with a vote of six yea.

President Lapinto reported approval for Resolution #2016-395, approving the FFY 2016 Community Development Block Grant (CDBG) application and attached three-year Community Development Plan (CDP) for submission by Clarion County to the Pennsylvania Department of Community and Economic Development (DCED) is necessary and asked Mr. Colosimo to discuss.

Mr. Colosimo informed Council this is the annual application for the entitlement fund. This year's amount is approximately \$93,000. Contracting will be quite a ways off if it's anything like this year. As with 2015, Mr. Colosimo will work with Kristy Ditz from the County, since they have to submit the application.

President Lapinto verified the proposed project is for the park but can be changed later on.

Mr. Colosimo agreed. That goes the same as with the funding last year, which has not been used yet.

On a motion by Mr. Zerfoss with a second by Mr. Aaron to approve Resolution #2016-395, approving the FFY 2016 Community Development Block Grant (CDBG) application and attached three-year Community Development Plan (CDP) for submission by Clarion County to the Pennsylvania Department of Community and Economic Development (DCED). The motion carried with a vote of six yea.

On a motion by Dr. Sanders Dédé with a second by Mr. Zerfoss, approving the Minority and Women Business Enterprise (MBE/WBE) statement of goals attached to the FFY 2016 Community Development Block Grant (CDBG) Application, was carried with a vote of six yea.

BLUEPRINT COMMITTEE

Dr. Sanders Dédé stated the sign has been installed at Arnold Way and Main Street. It's very nice looking and has spaces on the side that you can put other notices in as well.

Dr. Sanders Dédé reported the Blueprint Committee, along with the County, received money for broadband in the area, which will get web access to all the Main Street area.

Dr. Sanders Dédé announced the Committee will be meeting with President Karen Whitney on November 17th to discuss the progress of the program and other areas where funding can be sought from the Pennsylvania Downtown Center.

PUBLIC WORKS

Mr. Zerfoss commented the report is in the packet for everyone's review. Leaf pick up started last Monday and Tuesday at 7 a.m. and will continue until November 21st and 22nd. No one needs to call. All leaves must be at curbside by 7 a.m. The Borough will schedule two leaf pick up days in the springtime for remaining leaves after the winter season. Mr. Zerfoss reported December 1, 2016, the Snow Removal Ordinance goes into effect. If any residents have a real Christmas tree, he/she may bring it to the drop off location at the Public Works Department as well as leaves and grass.

Mr. Zerfoss asked Secretary Hall to discuss the next motions on the projects.

Secretary Hall reported the Clarion Borough 2016-2 Toby Street Storm Sewer Repair Project has been completed by Eagle Contracting, Inc. and stated the curb sealing was done after the agenda was prepared but still asked Council to approve the payment of \$10,000 to Eagle Contract, Inc. contingent upon submission of project close-out documentation and maintenance bond.

On a motion by Mr. Zerfoss with a second by Mr. Aaron to approve payment of \$10,000 to Eagle Contracting, Inc., for Clarion Borough Contract #2016-2 Toby Street Storm Sewer Repair Project, contingent upon submission of project close-out documentation and maintenance bond. The motion carried with a vote of six yea.

Secretary Hall commented the Clarion Borough 2016-3 Second and Wood Concrete Restoration Project completed by M and B Services, LLC should be completed within two weeks and asked Council to approve the \$4,195 payment, contingent upon completion of the punch list items and submission of project close-out documentation and maintenance bond.

On a motion by Mr. Zerfoss with a second by Mr. MacBeth, approving payment of \$4,195 to M and B Services, LLC for Clarion Borough Contract #2016-3 Second and Wood Concrete Restoration Project, contingent upon completion of punch list items and submission of project close-out documentation and maintenance bond, was carried with a vote of six yea.

Secretary Hall stated Eagle Contracting has completed the Clarion Borough #2016-4 South and Sixth Storm Water Repair Project after the agenda was prepared and stated Council can approve payment of \$7,900 tonight without contingencies.

On a motion by Mr. Zerfoss with a second by Mr. Aaron to approve payment of \$7,900 to Eagle Contracting, Inc., for Clarion Borough Contract #2016-4 South and Sixth Storm Water Repair Project, was carried with a vote of six yea.

Mr. Zerfoss stated permission is necessary to advertise for part-time Public Works employees, who must have a CDL Class B license and asked Mr. Preston for anything additional.

Mr. Preston stated the bigger trucks require employees to have a CDL license, and he/she will be used to help the Department hauling/plowing snow.

When the winter months come, Mr. Zerfoss reminded everyone the Department has two shifts.

Secretary Hall reported currently there are three part-time employees but a couple have been off for health reasons and back up employees are needed.

On a motion by Mr. Zerfoss with a second by Mr. MacBeth to give permission to advertise for part-time Public Works employees, who must have CDL-Class B to apply. The motion carried with a vote of six yea.

Before moving on in regards to the construction repair on Fourth Avenue, Dr. Sanders Dédé feels the paving is not repaired to standards; it's below and stated it will just get worse with the snow season approaching.

Secretary Hall reported Mr. Colosimo and he looked at the job and are not satisfied with the work. A meeting is scheduled tomorrow with Bob Larson of the Pennsylvania American Water Company to discuss further. Work is still being completed on South Street moving towards Fifth Avenue.

STORM WATER AUTHORITY

Mr. Zerfoss, in the absence of Mr. Noto, had nothing to report.

PUBLIC SAFETY

Mr. Aaron commented the Committee wishes permission to advertise for part-time police officers who must possess their Act 120.

Chief Hall reported it has been difficult to reach some of the part-time officers and doesn't cost the Borough to have one on the roster.

On a motion by Mr. Aaron with a second by Mr. MacBeth, giving permission to advertise for part-time police officers (Act 120 required), was carried with a vote of six yea.

LIBRARY REPORT

President Lapinto, in the absence of Mr. Noto, had nothing to report.

HOUSING AND ZONING

If you've driven down Main Street recently, Dr. Sanders Dédé stated he/she will have noticed the CVS project is in motion. Two of the buildings are down, and they are working on the last 2. It is fenced off.

On a motion by Dr. Sanders Dédé with a second by Ms. Roberts, appointing Kristin Clark to fill the vacancy on the Zoning Hearing Board with the term to expire December 31, 2017, was carried with a vote of six.

PARKS AND RECREATION

Ms. Roberts had nothing to report.

SECRETARY'S REPORT

Secretary Hall stated Ms. LaVan will be notifying everyone tomorrow to see if Committee meetings can be held on Monday, November 7, 2016, to discuss the 2017 Budget. The second Council Meeting for the month on November 15, 2016, will be held to give permission to advertise it for adoption at the December Council Meeting.

Ms. LaVan reported this was already advertised at the beginning of the year and will be held at 7 p.m. in the Assembly Room of the Clarion Free Library.

Ms. Roberts asked the time the meetings will be scheduled?

Secretary Hall commented at the normal committee times.

MAYOR'S REPORT

Mayor Walters had nothing to report.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

CITIZEN COMMENTS: Non-Agenda Items

Back to Resolution #2016-395, Mr. Brett Whitling, Clarion News reporter, asked what changes to the park will be made?

President Lapinto stated the Borough has to submit a project for 2016 and it's been earmarked for the park. However, Council has the right to change the project later on if need be.

Mr. Colosimo stated the project will be for the park to include a playground and picnic pavilion.

CORRESPONDENCE

There was none.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, the meeting was adjourned at 7:18 p.m.

Linda M. LaVan, Acting Secretary
(Due to Council action on November 5, 2016)