

November 5, 2019, Council Meeting
Minutes

The regular meeting of Clarion Borough Council was held on November 5, 2019, 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. Noto, Ms. Logue, and President Lapinto. Mr. Aaron was absent. Chief Peck, Mr. Preston, Mr. Colosimo, Mayor Miller, Mr. Sharrar, Solicitor Marshall, Ms. Schwabenbauer, and Ms. LaVan-Preston were also present.

On a motion by Mr. Zerfoss with a second by Dr. Sanders Dédé, approving the minutes of the October 1, 2019, Council Meeting, was carried with a vote of six yea.

CITIZEN COMMENTS: Agenda Items Only

There were none.

Since no one was present to receive the proclamation for Nurse Practitioners Week, President Lapinto stated Mayor Miller can give under his report in case someone is present then.

President Lapinto called for an Executive Session for possible litigation, including all Councilmembers, Mayor Miller, Solicitor Marshall, Treasurer Colosimo, and Secretary LaVan-Preston, beginning at 7:01 p.m.

President Lapinto called the meeting back to order at 7:25 p.m.

Solicitor Marshall asked the record reflect no official action will be taken after the Executive Session.

On a motion by Dr. Sanders Dédé with a second by Mr. Noto, amending the agenda to add at the end of Administration the following three motions: approve Mealy Excavating & Construction Inc. pay request in the amount of \$8,501.30 for North 5th Avenue storm pipe replacement, approve a special event request to have a rider-less horse led to cemetery for Wreaths Across America on 2nd Avenue on December 14, 2019, at Noon, and approve a special event request from University Activities Board for a walk using sidewalks on November 10, 2019, at 3 p.m. was carried with a vote of six yea.

ADMINISTRATION

On a motion by Mr. Zerfoss with a second by Mr. Noto to approve the appropriations for the month of November. The motion 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 reported permission is necessary to advertise the 2020 proposed budget. Everyone worked on this budget. The mills remain the same. The only difference is rather than

transferring funds around, Council decided to reallocate the millage slightly. There is a slight decrease in General Fund and Street Lighting Fund, which was then given to the Recycling Fund. President Lapinto stated the reason is due to the increase in the recycling contract fee. Major purchases include computer upgrades, a new car, new holsters, and a new server for the police department; a new truck for maintenance; and a new camera for the zoning department. The Borough is continuing with the projects of man doors at the fire department, a new boiler and sidewalks at the library, and funding is included for the swimming pool. Having said all that, President Lapinto announced this is a good budget; again, without a tax increase.

On a motion by Mr. Noto with a second by Dr. Sanders Dédé, giving permission to advertise the 2020 proposed budget, was carried with a vote of six yea.

President Lapinto commented a list of boards and commissions to expire at the end of 2019 is included in the packet. Terms to expire are, as follows: Zoning Hearing Board, 3-year term, Ryan Miles; Civil Service Commission, 6-year term, Michael Chesterfield; Police and General Employees' Pension Committees, 3-year term each, Barry Sweet serving on both; and Library Board, 3-year term, Lydia Crooks. As past practice, President Lapinto stated these individuals will be contacted to see if he/she will be willing to serve another term.

President Lapinto stated the next four motions are all related to pension. In September, the Borough is mandated by law to approve the Minimum Municipal Obligation, MMO, for each plan, which was done. When the figures were prepared for September, the MMOs were based on the 2017 Actuarial Valuation Study. Since then, the 2019 study has been completed. President Lapinto stated the MMOs now need revised. The order of the motions will be changed for the MMO to be addressed first and then the contribution rate to follow.

On a motion by Dr. Sanders Dédé with a second by Ms. Roberts to approve the revised 2020 Minimum Municipal Obligation for the Clarion Police Pension Plan in the amount of \$55,793.

Ms. Logue inquired what it was before?

Secretary LaVan-Preston stated it was zero.

The motion carried unanimously.

On a motion by Mr. Zerfoss with a second by Ms. Roberts, approving Resolution #2019-435, a resolution reducing the police pension contributions from 5% to 0% for the year 2020, was carried with a vote of six yea.

On a motion by Mr. Zerfoss with a second by Dr. Sanders Dédé, approving the revised 2020 Minimum Municipal Obligation for the Clarion General Employees' Pension Plan in the amount of \$59,463, was carried with a vote of six yea.

On a motion by Mr. Zerfoss with a second by Ms. Logue to approve Resolution #2019-436, a resolution reducing the general employees' pension contributions from 5% to 2.5% for the year 2020. The motion carried with a vote of six yea.

On a motion by Mr. Zerfoss with a second by Ms. Roberts, approving Resolution #2019-437, a resolution disposing of Borough records, was carried with a vote of six yea.

On a motion by Dr. Sanders Dédé with a second by Mr. Noto to give permission to procure CDBG engineering consulting services through the CDBG Program request for proposals (RFP) process for 2020 through 2022. The motion carried with a vote of six yea.

President Lapinto stated a motion is needed to approve the revision/modification of the FFY 2015 CDBG program to place the administrative funding into the Main Street Decorative Light Pole Activity and to seek a time extension for the use remaining project funding for the Main Street Improvement Activity-Tree Installation.

On a motion by Mr. Zerfoss with a second by Ms. Logue to approve the revision/modification of the FFY 2015 CDBG Program to place the administrative funding into the Main Street Decorative Light Pole Activity and to seek a time extension for the use of remaining project funding for the Main Street Improvement Activity-Tree Installation.

President Lapinto asked Mr. Colosimo for more comments.

Mr. Colosimo reported there is a little over \$16,000 in 2015 CDBG program earmarked for administration, which is really not needed. Mr. Colosimo feels it would be a better fit to place that money in a project. Also, there is approximately \$606 left in activity funding after the purchase of the benches and trash receptacles. Mr. Colosimo stated the Borough has run out of time to place the trees this year and would like to ask for a time extension. Two years remains on the contract, which means the money will need to be spent in 3. The trees would be planted in the spring. No comment has been received from the State on that one yet, but they did suggest moving ahead with the \$16,000 one. If Council grants permission to do this, Mr. Colosimo will start the process. Next month, Council will have to approve a resolution to do this work.

The motion carried with a vote of six yea.

President Lapinto stated now the amended motions will be handled.

On a motion by Mr. Zerfoss with a second by Mr. Noto to approve Mealy Excavating & Construction Inc. pay request in the amount of \$8,501.30 for North 5th Avenue storm pipe replacement.

Mr. Colosimo informed everyone a piece of rotted corrugated metal piping was discovered by Mealy Excavating when they were doing work for Pennsylvania American. The Borough is responsible for the storm water infrastructure under the state roads, which PennDOT

confirmed prior to moving ahead with this project. Since the Borough couldn't do the work for \$8,000, Mr. Colosimo commented the decision was for Mealy to complete it while there. The whole piece of pipe was replaced from inlet to outfall and was in a diagonal run. There shouldn't be a need to go back in there again as the Borough provided plastic pipe.

The motion carried with a vote of six yea.

President Lapinto reported a special event request for a rider-less horse to be led on 2nd Avenue during the Wreaths Across America ceremony on December 14, 2019, at Noon, and believes the Mayor is involved with this event.

Mayor Miller agreed he is doing a couple proclamations along with a few other people.

On a motion by Dr. Sanders Dédé with a second by Ms. Logue to approve a special event request to have a rider-less horse led to cemetery for Wreaths Across America on 2nd Avenue on December 14, 2019, at Noon.

In discussion with Secretary LaVan-Preston, President Lapinto stated they felt Council needed to act on this event in case there was an incident with the horse. The organization is not sure they can get one; but, by approving it, the Borough will be protected.

Secretary LaVan-Preston noted usually special event requests are not handled last minute like this. But it seems that more and more they are coming in late. With the time constraints, it's best to handle through a meeting and make sure the Borough has everything in place.

The motion carried with a vote of six yea.

On a motion by Dr. Sanders Dédé with a second by Ms. Logue to approve a special event request from University Activities Board for a walk using sidewalks on November 10, 2019, at 3 p.m.

Secretary LaVan-Preston added this call came in today and is an event to raise awareness for epilepsy. Basically, they will be using the sidewalks and do not need police assistance. However, it is still an event in the Borough, which requires permission from Council. The individual understands insurance must be provided prior to the event.

The motion carried with a vote of six yea.

BLUEPRINT COMMITTEE

Dr. Sanders Dédé announced there will be a Blueprint Communities Breakfast on Wednesday, November 13, 2019, from 7:30-9 a.m. at the Bistro at Water Run Landing. The cost is \$9.75 per person. The guest speaker is from the Downtown Center from Harrisburg.

Dr. Sanders Dédé stated the Committee will be meeting that same night at the Seifert-Mooney Center on the Clarion University campus at 5 p.m.

PUBLIC WORKS

Mr. Zerfoss reminded everyone leaf pick up will continue every Monday and Tuesday, until November 19, 2019. After that, residents may take his/her leaves to the Borough's drop off location.

Mr. Zerfoss announced the winter ordinance will go into effect on December 1st. All the trucks will be switched over by then to start plowing the snow.

Mr. Zerfoss asked Mr. Preston to explain what equipment Francis Palo, Inc., lent to the Borough.

Mr. Preston reported they loaned a front-end loader and about 13 barricades to block the streets off during Autumn Leaf Festival.

President Lapinto added they do that for the Borough annually.

Mr. Zerfoss asked Secretary LaVan-Preston to send a thank you letter to them.

Before making the next two motions, Mr. Zerfoss asked Mr. Colosimo to explain the agreements.

Mr. Colosimo informed everyone Cen-Clear Child Services have asked to connect to the Borough's storm water system through an inlet box on Merle Road just up from the library. Cen-Clear plans to come down Dietz Place approximately 124-130' and connect their roof drains and some entrance drains to this new run. After meeting with Cen-Clear, all the Borough's concerns have been met. Mr. Colosimo pointed out cold patch will temporarily be used during the winter with full restoration in the spring. Cen-Clear feels they can get the work done this year yet and would like Council's permission now.

Mr. Colosimo stated Alpha Student Housing is asking permission to be connected to a storm water inlet along 322 at the edge of their property to expand their parking lot. Alpha Student Housing is in the process of getting a Highway Occupancy Permit from PennDOT. Mr. Colosimo received a letter today from the Clarion Conservation District granting approval for the project as long as the Highway Occupancy Permit is acquired. Clarion Borough is also making that a condition. It's a pretty straight forward connection.

On a motion by Mr. Zerfoss with a second by Mr. Noto, approving Cen-Clear Child Services storm sewer connection agreement to connect into the Borough's storm sewer system at Dietz Place and Merle Road, was carried with a vote of six yea.

On a motion by Mr. Zerfoss with a second by Mr. Noto to approve Alpha Student Housing storm sewer connection agreement to connect into the Borough's storm sewer system on East Main Street (SR 322) with the stipulation that they obtain the required Highway Occupancy Permit from PennDOT. The motion carried with a vote of six yea.

STORM WATER AUTHORITY

On a motion by Mr. Noto with a second by Mr. Zerfoss, approving Bison Construction's seventh and final pay request in the amount of \$44,858.75.

Dr. Sanders Dédé asked if that completes the Center Place Project.

Mr. Noto agreed as well as the armoring of the ditch and other little items along the way.

The motion carried with a vote of six yea.

PUBLIC SAFETY

Dr. Sanders Dédé, in the absence of Mr. Aaron, asked Chief Peck for any comments.

Chief Peck reiterated December 1st starts the Snow Removal Ordinance and reminded everyone to be careful where he/she parks. Usually, the first week or so, a lot of citations are issued.

LIBRARY REPORT

There was none.

HOUSING AND ZONING

Ms. Roberts stated the Housing and Zoning Report is in the packet for everyone's review.

RECREATION

Ms. Robert had nothing to report.

SECRETARY'S REPORT

Secretary LaVan-Preston thanked everyone for their work with the 2020 budget preparations.

MAYOR'S REPORT

Since no one showed up to receive the proclamation, Mayor Miller commented he will go and present it to Betty McKisson at her office.

OLD BUSINESS

There was none.

NEW BUSINESS

President Lapinto introduced Josh Kalp from the EADS Group, who met with a few representatives last week. President Lapinto asked Mr. Kalp for more.

Mr. Kalp reported he is the municipal sanitary department manager at the EADS Group and has worked with the EADS Group for 20 years as a professional engineer. Mr. Kalp would like to work with Clarion Borough on the various projects. If Councilmembers have any questions, he/she can contact him. Mr. Kalp may not have the answer on the spot as he's still getting in the loop but will get an answer.

CITIZEN COMMENTS: Non-Agenda Items

There were none.

CORRESPONDENCE

Since everyone received copies of each of the thank you letters/notes in his/her packet, President Lapinto feels Secretary LaVan-Preston did not have to read them unless Council wishes for them to be read.

Out of curiosity in reference to the McCormicks' thank you letter, Ms. Roberts questioned what kind of drainage issues was resolved.

Mr. Preston commented the McCormicks were installing new drains and found the Borough's pipe, which the Department snaked and flushed out. Now there is no longer a water issue in that area. For years, the thought was that was a spring.

On a motion by Ms. Logue with a second by Ms. Roberts, the meeting was adjourned at 7:50 p.m.

Linda LaVan-Preston, Borough Secretary