

November 6, 2018, Council Meeting
Minutes

The regular meeting of Clarion Borough Council was held on November 6, 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 announced she will not be able to vote tonight unless there is a tie due to the absence of the Mayor. Councilmembers present were Mr. Zerfoss, Ms. Roberts, Dr. Sanders Dédé, Mr. Aaron, Mr. Noto, Ms. Logue, and President Lapinto. Chief Peck, Mr. Preston, Mr. Colosimo, Solicitor Marshall, and Ms. LaVan-Preston were also present. Mayor Parker and Mr. Sharrar were absent.

Mr. Aaron asked to amend the agenda to authorize Mockenhaupt Benefits Group to prepare an ordinance to move the participants in the General Employees' Defined Contribution Pension Plan to the Defined Benefit Plan as of January 1, 2019, and to authorize the Solicitor to advertise once prepared for adoption at the December 4, 2018, Council Meeting.

President Lapinto thanked Mr. Aaron and stated that will be under Administration.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, approving the minutes of the October 2, 2018, Council Meeting, carried with a vote of five yea with Mr. Noto abstaining as he was absent.

CITIZEN COMMENTS: Agenda Items Only

Mr. Jim Crooks, Crooks Clothing, addressed Council on the fun topic of parking, which is a really ticklish issue with a lot of people. To blanket free parking during the month of December actually is more harmful to his business than charging people to park. Mr. Crooks reached this conclusion after years of watching the abuse of free parking. Last year while getting his coffee at Michelle's and walking back to his store, Mr. Crooks noticed day-after-day a truck parked in the same place in front of Community First Bank. One day the owner was standing by his truck. Mr. Crooks asked him why his vehicle was parked on Main Street every day. The owner commented he worked in Franklin and met another individual to ride up to work every day. As Council may know, one metered space is equivalent to an 8-car parking lot. Mr. Crooks pointed out there was a parking space close to his business as well as many others that was literally gone for the day. In addition as much as he loves his employees, he/she is not innocent either. Many employees park on Main Street. It's just human nature that people want to be closest to the door. After discussing this with a couple other communities that offer free parking, Mr. Crooks personally thinks a solution would be to offer 2 hours free parking in Downtown for all meter spaces. Then the issue of how do you patrol 2-hour parking comes up. Two hours would be enough time for someone to shop at his store and others, get coffee, or go to lunch. North Sixth Avenue is the only diagonal street parking in the Borough. However, ever since the probation and magistrate offices are in that area, it is really full almost all the time. Mr. Crooks reported that has kind of hurt him, because that was a really good space to park for people that aren't good at parallel parking. In the past, Mr. Crooks recalls the Borough issued a courtesy Christmas ticket for the first time free parking was abused. In Brookville, they chalk where the

tire is on the curb. Even though the meter enforcement officer may not be working, the police still have the authority to write a ticket that he/she sees as an abuser. Mr. Crooks feels the police chief, along with some members of the Committee, could come up with a better solution than just offering blanket free parking. Customers do complain about parking, but mostly what bugs them is when he/she cannot find parking. Mr. Crooks hears this at Christmas time all the time where people had to park three blocks away before finding a space. When you look around, you can notice vehicles just sitting along Main Street. If Council asked all the businesses, those owners would probably speak in favor of what has been done. Mr. Crooks just wanted to let Council know his thoughts.

Mr. Aaron stated the members in Committee meeting have discussed not blanketing it but having a schedule of customer appreciation days here and there and would like to coordinate that with the businesses.

President Lapinto stated this hasn't been approved yet but asked Chief Peck if the 2-hour free parking would be hard to enforce?

Chief Peck agreed it would be tough to do but is open for suggestions on options.

Mr. Aaron feels the request could be amended to approve the dates from now until December 4th, discuss this month, and then decide at the December 4th Council Meeting how to handle it after that.

Mr. Noto agrees what everyone wants to do is make sure the parking turns over and moves throughout the day, which would accomplish the goal of customers coming in and out of the businesses.

Mr. Zerfoss agrees with Mr. Crooks. If Council denies it tonight, the Committee will have time to address this month and handle it at the December Council Meeting.

President Lapinto stated that is possible.

Mr. Crooks suggested Council could approve Customer Appreciation Day.

Ms. Roberts added Black Friday as well.

Solicitor Marshall informed Council the request could be tabled instead of denying it.

Mr. Noto agrees that would be a better idea and stated Council can approve certain days and then table the rest until next month.

Solicitor Marshall agreed.

Mr. Aaron thinks the Committee would have enough time to discuss and come up with a plan for setting up certain days versus every day.

Mr. Crooks offered to meet with the members and has a few other ideas but didn't want to just throw them out right now.

President Lapinto thanked Mr. Crooks and stated the request will be brought up a little later.

ADMINISTRATION

On a motion by Mr. Zerfoss with a second by Mr. Noto, approving to pay 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 announced there is a possibility the second Council Meeting scheduled for November 20, 2018, at 7 p.m. at the Clarion Free Library, may be held.

President Lapinto commented everyone has a copy of the 2019 Proposed Budget and is happy to announce no tax increase again this year. Council worked well and put in a lot of hours trying to get it together. President Lapinto asked if anyone has any comments and wondered if Ms. LaVan-Preston had a chance to look up how many years the taxes were held.

Ms. LaVan-Preston stated she didn't have a chance.

Mr. Aaron commented this is the third year to keep it at 22. It was 20.5 mills and raised 1.5. Mr. Aaron appreciates the amount of time and cooperation Council has been dealing with the budget each year.

President Lapinto appreciates the way this Council works together.

Ms. LaVan-Preston echoed that statement and thinks the Borough has a good working Council that takes an active participation in the things done and probably hear a lot more than he/she wants to.

If you are going to be asked to vote on something, President Lapinto feels you have to have all the details. If there is nothing further, President Lapinto asked for a motion to advertise the budget.

On a motion by Mr. Aaron with a second by Ms. Logue, giving permission to advertise the 2019 Proposed Budget, was carried with a vote of six yea.

President Lapinto reported there is a list of boards and commissions that are to expire at the end of 2018. Ms. LaVan-Preston will contact these individuals to see if he/she would like to be reappointed. Council could act on these at the December meeting.

President Lapinto asked Mr. Aaron to handle the amendment of the pension plan now.

On a motion by Mr. Aaron with a second by Ms. Logue, authorizing Mockenhaupt Benefits Group to prepare an ordinance to move the participants in the General Employees' Defined Contribution Pension Plan to the Defined Benefit Plan as of January 1, 2019, and to authorize the Solicitor to advertise once prepared for adoption at the December 4, 2018, Council Meeting, was carried with a vote of six yea.

On a motion by Ms. Logue with a second by Mr. Noto to give permission to hire Shawn Zerfoss to clean the Borough Office and Public Works Building at the monthly rate of \$350, beginning November 2018. The motion carried with a vote of five yea with Mr. Zerfoss abstaining as he has the same last name.

On a motion by Mr. Noto with a second by Mr. Aaron to approve Clarion Area Chamber of Business & Industry's special event request for the Christmas Parade to be held Saturday, November 17, 2018, with line up at 2:30 p.m. and the parade step-off at 3 p.m.

President Lapinto asked for any questions.

Mr. Aaron likes the idea better than at night.

Secretary LaVan-Preston pointed out two things. Since this is on a Saturday, additional officers may be necessary. Chief Peck contacted the Chamber to let them know any potential costs will be passed for reimbursement. Secondly, the route is different than the one listed on the request. Normally, the parade goes down Main Street from 8th Avenue to 5th Avenue and then down 5th Avenue to Madison Avenue. This year, Secretary LaVan-Preston commented the Chamber wants it to go from 8th Avenue to Jefferson Place, where a party will be held at S & T Bank.

President Lapinto asked Chief Peck if this will create a problem for the Department?

Chief Peck commented no.

Mr. Zerfoss asked how do you not agree to bring Santa Clause in?

The motion carried with a vote of six yea.

On a motion by Mr. Noto with a second by Mr. Aaron to amend the request of Clarion Area Chamber of Business & Industry to approve free parking Monday, November 19th for Customer

Appreciation Day, Friday, November 23rd for Black Friday, and Monday, November 26th through Tuesday, December 4th.

Mr. Aaron commented that allows the Committees to discuss how to handle free parking from then on and decide at the December 4th meeting.

Dr. Sanders Dédé asked if businesses are going to be open longer on November 19th for Customer Appreciation Day?

President Lapinto thinks the businesses would be open normal business hours as there won't be a light-up night this year and asked Mr. Crooks if he has any special plans this year?

Mr. Crooks commented he does and thinks a lot of merchants are participating in Customer Appreciation Day. There will be homemade cookies, drinks, and advertised discounts.

President Lapinto asked if that answered her question?

Dr. Sanders Dédé stated no and wants to know how long the stores are going to be open for Customer Appreciation Day. Those people that have to work 8 a.m. until 5 p.m. cannot get to the businesses if the hours aren't extended. If it's for customer appreciation, then customers will need extra time, perhaps to 9 p.m.

Mr. Crooks informed everyone his store is normally open to 7 p.m. that night.

Ms. Logue asked if that is long enough for Dr. Sanders Dédé?

Dr. Sanders Dédé asked if others are going to remain open. This request has come from the Chamber each year. Dr. Sanders Dédé tried doing this before, but nobody was opened and questions why there is a Customer Appreciation Day?

President Lapinto commented Dan Smith's is open later.

Ms. Logue believes Wein's is as well.

Ms. Roberts inquired if free parking is on Main Street only or all meters.

President Lapinto stated it would be all metered spots.

Ms. Roberts doesn't understand the necessity for that.

If all the other meters are enforced except for Main Street, Mr. Aaron reported nobody will be able to park on Main Street.

Secretary LaVan-Preston thinks over the years the free parking has been handled different ways. The entire Borough was free parking and then Council tried it just on Main Street in the Downtown area and the main avenues. The majority of the employees would park in the free parking area. The Borough encouraged the businesses to have his/her employees to park elsewhere, but only so much can be done. Secretary LaVan-Preston also recalls limiting the free parking caused problems for the part-time meter enforcement officer in not having the required time period between tickets.

President Lapinto stated it caused confusion when it was only certain areas of the Borough.

Chief Peck agrees if Main Street is the only area free, it may push people that would park on South Street up to the area Council is trying to open up.

Mr. Colosimo asked if it was ever tried to keep Main Street metered and making everything else free?

Mr. Noto noted that would keep the traffic moving on Main Street and in the business area.

President Lapinto doesn't think this has ever been tried. What Council can do is approve this tonight and meet this month in Committee to decide the remainder.

Chief Peck offered to meet with Mr. Crooks prior to the Public Safety Meeting to get some ideas and feedback.

Mr. Crooks agreed to meet with the Chief.

President Lapinto feels that's a good idea.

The motion carried with a vote of six yea.

President Lapinto stated next is a resolution to destroy records and noted Secretary LaVan-Preston keeps a good record of these items.

Secretary LaVan-Preston commented this list is kept on file of what documents are destroyed, and it follows the Retention Records Manual.

On a motion by Mr. Noto with a second by Mr. Aaron, approving Resolution #2018-425, a resolution disposing of Borough records, was carried with a vote of six yea.

President Lapinto reported next is a proposal submitted by Herbert, Rowland & Grubic, Inc, for the development, configuration, and implementation of a storm water geographic information system for a lump-sum cost of \$95,000, contingent upon the cost being completely funded through the PennVEST financing and asked Mr. Noto for more.

By authorizing this work, Mr. Noto explained it would help the Borough by providing more layers of information than is currently available. The flyover gave Council an idea of where things go but doesn't give the idea of depth, area, and/or distance of things under the ground. This would help the Borough know what is under the ground as digging and planning begins. If it can't be paid with PennVEST funding, Mr. Noto pointed out the nice thing to know is that it will not cost the Borough anything. The Borough wants to use the maximum amount of funding through PennVEST as possible. Mr. Noto feels the funding would be very productive.

Mr. Aaron added it will give the Borough a data base as well as where everything is and not just usable for the storm water but the rest of the infrastructure.

Mr. Noto asked Mr. Colosimo who owns the data?

Mr. Colosimo stated Clarion Borough will.

On a motion by Mr. Noto with a second by Mr. Aaron, approving the proposal submitted by Herbert, Rowland & Grubic, Inc., for the development, configuration, and implementation of a storm water geographic information system for a lump-sum cost of \$95,000, contingent upon the cost being completely funded through the PennVEST financing.

BLUEPRINT COMMITTEE

Dr. Sanders Dédé had nothing to report.

PUBLIC WORKS

Chairman Zerfoss announced leaf pick-up will end November 20, 2018. Once December 1st comes, the Winter Ordinance goes into effect, and the Borough uses the big yellow truck for snow plowing.

Chairman Zerfoss thanked Francis J. Palo Inc. for loaning equipment for Autumn Leaf Festival and asked Mr. Preston for more.

Mr. Preston stated Palo's loaned the telehandler and 13 cement barriers to block the streets in order to be able to have Farmers and Crafters Day during Autumn Leaf Festival.

Mr. Zerfoss stated Ms. LaVan-Preston will prepare a letter to be forwarded to them.

Mr. Noto commented it's a nice convenient way to be able to move the barriers.

Mr. Zerfoss announced the Public Works Report is in the packet for everyone's review.

STORM WATER AUTHORITY

Mr. Noto informed everyone the EADS Group Engineer's Report for October is included in the packet for everyone's review?

PUBLIC SAFETY

Mr. Aaron thanked Suzan Hahnfeldt at State Farm Insurance for the donation of a bicycle to the Department. Officer Shawn Zerfoss has used it several times and will continue as weather permits.

Mr. Aaron echoed Mr. Zerfoss' earlier reminder for the Winter Ordinance that will go into effect December 1, 2018, and encouraged everyone to pay attention to the signs as to when he/she can park on certain streets.

Chief Peck thinks Council failed to thank Mr. Aaron last month for all the hard work on the DARE float. Mr. Aaron spent many hours on it. It was a good idea, and the kids had fun.

Mr. Noto and Ms. Roberts agreed they did.

LIBRARY REPORT

Mr. Noto had nothing additional to report.

HOUSING AND ZONING

Ms. Roberts reported the Housing and Zoning Report is included in the packet for everyone's review. Mr. Sharrar is attending a 3-day training on Local Emergency Management Coordinator this week.

RECREATION

Ms. Roberts had nothing to report but asked Ms. Janice Horn if she would like to speak about the meeting and what's going on with the parks project?

Ms. Horn stated a survey is available at the Clarion Free Library, Michelle's Café, Clarion Area School, and possibly Clarion-Limestone School, which will be available until the end of December. At that time, the results will be tallied to see what people want and move forward from there. Ms. Horn provided a couple surveys for Council.

According to one of the newspapers, Ms. Horn also reported there is a DCNR workshop on grant writing. Their group does have a grant writer, and several people plan to attend.

Ms. Roberts asked if this is the seminar she attended last year?

Mr. Colosimo isn't sure but that was for the C2P2 Program and asked if this is for grant writing?

Ms. Horn thinks it has to do with grant writing in general, and the deadline is April.

If it is the C2P2 Program, Mr. Colosimo stated the Borough is eligible for \$1 to \$1 match.

President Lapinto asked if that is a 50-50 or 80-20 match and may depend on the organization.

Mr. Colosimo pointed out this might be something available to non-profit and smaller organizations; however, the Borough doesn't get into the smaller grants.

SECRETARY'S REPORT

Secretary LaVan-Preston had nothing to report.

MAYOR'S REPORT

President Lapinto had nothing to report.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

CITIZEN COMMENTS: Non-Agenda Items

Ms. Janice Horn, 32 Barber Street, doesn't know if the Borough does any planning related to leaf pick up but noticed a report from DEP on many millions of dollars in grants awarded to municipalities in Pennsylvania. However, Clarion County didn't get anything. This may be something the Borough would want to look into as far as recycling of leaves.

Mr. Preston believes that's how the Borough got the leaf truck through a grant.

Ms. Horn voiced disappointment that Clarion County didn't get anything.

Secretary LaVan-Preston knows that every year the Borough helps provide statistics as far as recycling of all items, leaves included, to the County and also to the State. The Borough receives grant funds each year based on the amount recycled. The State is several years behind, and the amount has decreased but it is based on the amount reported.

President Lapinto commented the Borough may need to do a reminder about who is to recycle.

CORRESPONDENCE

There was none.

On a motion by Mr. Aaron with a second by Mr. Noto, the meeting was adjourned at 7:35 p.m.

Linda LaVan-Preston, Borough Secretary