

October 1, 2019, Council Meeting
Minutes

The regular meeting of Clarion Borough Council was held on October 1, 2019, in the Assembly Room of the Clarion Free Library. 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. Noto, Ms. Logue, and President Lapinto. Chief Peck, Mr. Colosimo, Mayor Miller, Mr. Sharrar, Solicitor Marshall, and Ms. LaVan-Preston were also present. Mr. Preston arrived during the Executive Session at some point.

On a motion by Mr. Zerfoss with a second by Mr. Aaron, approving the minutes of the September 3, 2019, Council Meeting, was carried with a vote of seven yea.

On a motion by Mr. Aaron with a second by Mr. Noto, amending the agenda to add an Executive Session after Citizen Comments, Agenda Items Only, add a pay request from Bison Construction to Storm Water Authority, and add two items in regards to the 6th Avenue signal equipment under Administration, was carried with a vote of seven yea.

CITIZEN COMMENTS: Agenda Items Only

Mr. Jim Crooks, representing a fairly new formed group called Destination Clarion Downtown, passed a brochure out to Councilmembers with additional information. Basically, it's a group of businesses and property owners between 7th and 5th Avenues. This geographical area was selected, because the members wanted a manageable group in the real central business core district. Mr. Crooks stated anyone is welcome to join if interested. Destination Clarion Downtown is also part of the Blueprint Community and is working with them to do things for Downtown. One of the initiatives the group discussed at length was Christmas parking. Mr. Crooks stated the main concern was to decide how to manage free parking in the Borough during the season without people abusing it. Parking is important to the businesses. Mr. Crooks informed Council that last year one gentleman literally parked every day in front of Community Bank when they were on the corner of 6th and Main Street. After being asked why he parked his vehicle there every day, the gentleman replied he worked in Franklin and his friend picked him up there in the morning. Mr. Crooks pointed out that basically took that parking space out for an entire day for an entire month. An average metered parking space turns six times in a day. If everyone thinks about that, one parking space on Main Street is like a 6-car parking lot. Destination Clarion Downtown submitted a letter to Council for free parking with the exception of 2-hour free parking on Main Street from 7th to 4th Avenue and then on 7th, 6th, 5th, and 4th Avenues down to Wood and Liberty Streets starting November 29th through the month of December. Mr. Crooks passed out a mock-up of a Happy Holidays tag that would be placed somehow on each meter that states it is limited to 2-hour for Councilmembers to see. A copy of this is attached to the Official File Copy of these minutes. It may not be this exact size, but it would include a message. The group recognizes the fact that the meter enforcement officer does not work during this time to enforce it, but this would give the customer who comes in or is parking at a designated spot with a tag the understanding it is for 2 hours. The meters along 6th and 7th Avenue have very easy diagonal parking, which is the reason they are included. Mr. Crooks stated that Destination Clarion Downtown will pay to have these tags

printed, will place them on all the meters, and remove after the season. This would not cost the Borough anything. At this same meeting with the Borough, Mr. Crooks reported the group was surprised to learn the Christmas wreaths would not be hung on the street light poles due to safety concerns of the poles falling down. Last year, Mr. Crooks put snowflakes on his storefront, which he passed pictures out for everyone to see. A copy of this is attached to the Official File Copy of these minutes. There are commitments from the Brewery, Fallers, Fulmer House, and George's Barber Shop to purchase these for his/her building as well. The group would like to ask the Borough, if funds are available somewhere, or Councilmembers to each purchase one. The 36-inch snowflake is light and would be easy to put on the corners of 5th, 6th, and 7th Avenues on the street light poles. Those, along with the businesses that would be participating throughout town, would give it a nice look for Christmas. Mr. Crooks stated Main Street is really the front porch of the community. Everyone sitting around the table this evening cares about Main Street. There are a lot of changes going on, some are natural progressions, but it is very important to try to keep the Main Street beautiful. Mr. Crooks asked if anyone had any questions.

Ms. Logue inquired how much the snowflake costs?

Mr. Crooks stated the 36-inch, cool-light snowflake cost \$126 each. They take very little electricity and are very light weight. They can be used for many years.

Mr. Noto asked how heavy they are?

Mr. Sharrar feels maybe 5 pounds, if that.

President Lapinto commented Mr. Sharrar checked with PennDOT to make sure the snowflake wouldn't interfere with the traffic signal at 5th and Main, and they assured the Borough it would be okay to put up. In the absence of Mr. Preston, President Lapinto asked Mr. Colosimo to explain what Mr. Preston's concern with 6th and Main was.

Mr. Colosimo believes that intersection is a little more compact, and it may be with the condition of the light pole.

Mr. Crooks reported the wreaths caught a lot more wind, which put more pressure on the pole. These decorations should be okay.

Mr. Noto questioned how it will be attached to the pole?

Mr. Crooks stated a zip tie should secure it to the pole right by the electrical outlet.

President Lapinto noted this can be discussed with Mr. Preston to see if there is a way to put some at 6th and 7th Avenues.

Mr. Colosimo pointed out the snowflake cannot be red, green, or flash.

Mr. Crooks stressed the snowflake everyone saw tonight is exactly what will be put up.

Mr. Aaron agrees 6th Avenue is quite a bit different than 5th. As long as the snowflakes could be spread out a little bit more to be able to keep it symmetrical and fall in line with the rest of Main Street, Mr. Aaron loves the idea because winter walks through there will be beautiful.

Mr. Crooks added Downtown has to be made to look Christmassy.

President Lapinto likes this idea and also mentioned the note on free parking will look like a tag.

Mr. Crooks announced the group will work with Mr. Colosimo to see how it can be attached to the meters. This tag could be smaller or bigger depending on how it can be placed.

Mr. Noto clarified this tag would just be a notice to people that it's a 2-hour free parking spot, but there wouldn't be a real way to enforce it.

Mr. Aaron stated the honor system.

Mr. Noto agrees there's no problem with that and thinks it's a good idea.

Mr. Crooks agreed that's the idea with the rest of the Borough being free like normal. The big parking lots will be free for people to park longer. The reason for starting it the day after Thanksgiving is essentially that is the last day of November.

Mr. Aaron reminded everyone this goes along with the discussions last year about trying to come up with a plan to separate people from parking all day long.

President Lapinto stated a question was brought up that normally the whole month of December is not free and asked Secretary LaVan-Preston what is normally approved.

Secretary LaVan-Preston stated free parking was the Monday before Thanksgiving, the day after Thanksgiving, and then up to and including the 26th of December.

Mr. Crooks stated this year's request is for 4 extra days. Destination Clarion Downtown thought it would be easier to say free December.

Mr. Noto questioned if these extra days would be helpful to the businesses? If so, Mr. Noto supports the extra days.

If someone is visiting the area and staying a couple days after Christmas, Ms. Jennifer Vinson reported he/she may want to go do some shopping.

President Lapinto informed everyone there will not be a Christmas parade.

Mr. Crooks heard that as well and added that the Chamber cannot get bands to participate.

President Lapinto asked Council if he/she wished to act on this request now rather than waiting until the Administration section.

On a motion by Mr. Noto with a second by Mr. Zerfoss to approve Destination Clarion Downtown's request for free parking starting Friday, November 29th, through the month of December 2019 with the exception of Main Street from 4th to 7th and 7th, 6th, 5th, and 4th Avenues from Wood Street to Liberty Street as 2-hour free parking per parking space. The motion carried with a vote of seven yea.

Mr. Crooks thanked Council.

President Lapinto reported Mr. Preston will be asked about his concerns at 6th and Main to see what they were and if it's possible to put a couple up there.

President Lapinto announced the trash cans are in, but the Borough delayed putting them out until after Autumn Leaf.

Mr. Colosimo noted there are 17 new ones.

Mr. Crooks pointed out the benches are certainly being used on Main Street.

Going away from the agenda again, President Lapinto called on Mayor Miller to present a proclamation at this time.

Mayor Miller expressed how honored he feels to be able to do this for Betty McKisson, as they have known each other for 41 years. Mayor Miller presented a Proclamation to Ms. McKisson proclaiming the week of October 20-26, 2019, at American Massage Therapy Association's National Massage Therapy Awareness Week.

President Lapinto called for an Executive Session for possible litigation to include all Councilmembers, Mayor Miller, Solicitor Marshall, Treasurer Colosimo, and Secretary LaVan-Preston, beginning at 7:21 p.m.

President Lapinto called the meeting back to order at 7:46 p.m.

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

ADMINISTRATION

On a motion by Mr. Aaron with a second by Mr. Noto, approving the appropriations for the month of October, was carried with a vote of seven yea.

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

President Lapinto reminded everyone the November 5, 2019, Council Meeting, will be held at the Clarion Borough Offices at 7 p.m.

On a motion by Mr. Zerfoss with a second by Dr. Sanders Dédé to ratify authorizing County to process Main Street Improvements – Trash Receptacles Pay Requests #1 and #2 in the amount of \$26,739.47. The motion carried with a vote of seven yea.

On a motion by Mr. Zerfoss with a second by Dr. Sanders Dédé to approve to set the project portion of the FFY 2019 CDBG allocation at \$103,112 (100%) and the administration portion of the FFY 2019 CDBG allocation at \$0.00.

Mr. Colosimo stated the Borough has prior years of administration funds that will be more than sufficient, which is why 100% of 2019 allocation is being put towards the project portion. In fact, some of the administration funds from prior years may be moved into future projects.

The motion carried with a vote of seven yea.

On a motion by Dr. Sanders Dédé with a second by Ms. Roberts, approving the Clarion Borough Minority and Women Business Enterprise (MBE/WBE) Statement of Goals for FFY 2019, was carried with a vote of seven yea.

On a motion by Mr. Zerfoss with a second by Mr. Aaron to approve Resolution #2019-434, approving the FFY 2019 Community Development Block Grant (CDBG) Application and attached three-year Community Development Plan (CDP) and for submission by Clarion County to the Pennsylvania Department of Community and Economic Development (DCED). The motion carried with a vote of seven yea.

On a motion by Ms. Roberts with a second by Mr. Aaron, approving the specifications provided by PennDOT for furnishing and installing an audible accessible push button system at the intersection of Sixth Avenue and Main Street, was carried with a vote of seven yea.

On a motion by Mr. Aaron with a second by Mr. Noto to approve the procurement of a contractor to furnish and install an audible accessible push button system at the intersection of Sixth Avenue and Main Street.

Secretary LaVan-Preston commented it's not known yet if this can be given to a contractor or if quotes or bids will be necessary. By approving this motion, it can continue to proceed whichever way it has to go.

The motion carried with a vote of seven yea.

BLUEPRINT COMMITTEE

Dr. Sanders Dédé reported the Committee continues to meet every month. Now with another business on Main Street going out, the Blueprint Committee has to get busy.

PUBLIC WORKS

Mr. Zerfoss commented the Public Works Report is in the packet.

Mr. Zerfoss announced leaf pick up will be every Monday and Tuesday, beginning October 7, 2019, through November 19, 2019. As a reminder, leaves should be placed at curbside. No limbs or branches can be taken. Residents do not have to call the Borough Office to arrange pick up. Also, Mr. Zerfoss stated it may continue on in the week if the Department is unable to collect them by the end of Tuesday.

STORM WATER AUTHORITY

On a motion by Mr. Noto with a second by Mr. Zerfoss, approving Bison Construction's sixth pay request in the amount of \$23,465, was carried with a vote of seven yea.

On a motion by Mr. Noto with a second by Ms. Roberts to change the status of Jessica Schwabenbauer from probationary full-time to full-time Administrative/Storm Water Assistant, effective October 20, 2019.

Mr. Noto noted Ms. Schwabenbauer is doing a great job.

The motion carried with a vote of seven yea.

On a motion by Mr. Noto with a second by Mr. Zerfoss, approving HRG's Invoice #137554 in the amount of \$16,070.51 for GIS Development Services, was carried with a vote of seven yea.

PUBLIC SAFETY

Mr. Aaron thanked the Veterans of Foreign Wars Club, Inc., for their \$625 donation for go bags and asked Chief Peck for additional comments.

Chief Peck informed Council a go bag contains additional equipment, such as extra ammunition for hand guns to rifles to tourniquets to duct tape that could be used in a terrible situation. This will be very helpful to the Department and the officers. Chief Peck thanked the VFW very much for their donation.

Mr. Aaron announced trick-or-treat will be on Halloween, October 31, 2019, from 6-8 p.m., which is a Thursday. The Halloween parade line-up will be at 5:30 p.m. in front of McDonald's as it is every year. Anyone wishing to participate should leave his/her porch light on.

On a motion by Mr. Aaron with a second by Ms. Roberts, scheduling trick-or-treat for October 31, 2019, from 6-8 p.m. with the Parade at 5:30 p.m., was carried with a vote of seven yea.

LIBRARY REPORT

There was none.

HOUSING AND ZONING

On a motion by Ms. Roberts with a second by Mr. Zerfoss, appointing Keaton MacBeth as an alternate Zoning Hearing Board Member for a 3-year term to expire October 1, 2022, was carried with a vote of seven yea.

On a motion by Ms. Roberts with a second by Mr. Zerfoss to appoint Dan Gatesman as an alternate Zoning Hearing Board Member for a 3-year term to expire October 1, 2022. The motion was carried with a vote of seven yea.

RECREATION

Ms. Robert had nothing to report.

SECRETARY'S REPORT

Secretary LaVan-Preston stated work for the 2020 budget will begin this month, and meetings will be held with the committees to get wish list items. Approval to advertise it is expected at the November Council Meeting.

MAYOR'S REPORT

Mayor Miller shared that Chief Peck and he have spoken at length about the near tragic fire that occurred on Main Street last week. Living in Clarion for many years, Mayor Miller greatly appreciates what the Volunteer Fire Department does, and a lot of times do not get the credit they deserve. In this instance with as much smoke in that building as there was, if the firemen wouldn't have gotten there when they did, it could have been bad. Mayor Miller pointed out how lucky it was that the Department was already on 5th Avenue for another call so they got there in a couple minutes. That lady may not be here today without their assistance. Mayor Miller publicly recognized Doug Preston, Chris Himes, Scott Sharrar, Adam Gulnac, and Cole Greci as they lead the charge. Chief Peck agreed that the Department saved her life that day. It's very important that each one gets the recognition they should and deserve.

President Lapinto pointed out three of them are Borough employees.

OLD BUSINESS

There was none.

NEW BUSINESS

Dr. Sanders Dédé asked Chief Peck who enforces the ordinance of no dogs on Main Street during ALF?

Chief Peck stated that would be the Police Department.

President Lapinto commented she had this same conversation with Chief Peck.

Dr. Sanders Dédé stressed it's bad. From bulldogs to little ones that people are carrying in their arms, and they are pooping all over the place, it's just bad.

Ms. Roberts added someone had a rabbit.

Chief Peck addressed this with his officers.

Dr. Sanders Dédé inquired why the cars are not removed from Main Street for the Kiddie Parade? The kids are all out in the street trying to get the candy, because the cars are parked there and then the parade cannot get down the street.

Ms. Logue thinks the vehicles were parked there before the street is closed.

Mr. Preston answered Dr. Sanders Dédé that the street is closed at 5 p.m. and people are already parked there. To eliminate that problem, all the meters would need to be bagged and then the store owners will probably not be happy as they would be losing customers.

Dr. Sanders Dédé feels it would enhance the parade if the cars were removed.

If the Borough is offering a free month of parking with a couple extra days, Mr. Noto commented that may be a fair trade to remove the cars on Kiddie Parade day so it's safer.

Dr. Sanders Dédé stated signs should be put up Tuesday morning prohibiting parking just like the ones for Sunday and Saturday for the different events. It's only fair to the kids and parents that attend.

Mr. Noto agreed or even a sign stating the cars must be removed by a certain time of the day may work.

Chief Peck reported this can be discussed with the Chamber at the ALF close-out meeting.

As Secretary LaVan-Preston noted earlier, President Lapinto stated the Committees will meet this month to work on the budget. Everyone should bring his/her wish list to the meeting.

President Lapinto commented Ms. Logue volunteered her to buy a snowflake before Mr. Crooks left the meeting.

Ms. Logue also plans to buy a snowflake. Each snowflake is \$126.

Mayor Miller inquired how many snowflakes are needed?

Secretary LaVan-Preston reported 6th Avenue will need to be looked at again to see if any can be put up there and 7th was added since the initial discussion. Two are necessary for 5th Avenue.

Mr. Preston agreed to look at both locations.

President Lapinto inquired who the money would be given to?

Ms. Logue commented Mr. Crooks will be buying them so the money can be given to him.

Mayor Miller agreed to purchase one as well.

Ms. Logue feels there's nothing better than having a star up on Main Street during the festive season.

CITIZEN COMMENTS: Non-Agenda Items

As a citizen, Mr. Aaron commended Pennsylvania American and Mealy on the fantastic job of restoring Liberty Street in such a short period of time. Just a couple weeks ago, Mr. Aaron wondered if the street would be okay by Autumn Leaf time as traffic is detoured down that street. It was paved and is nice.

Mr. Sharrar added the plan was not to pave the entire street from curb-to-curb, but the company did.

CORRESPONDENCE

There was none.

On a motion by Mr. Aaron with a second by Dr. Sanders Dédé, the meeting was adjourned at 8:03 p.m.

Linda LaVan-Preston, Borough Secretary