

October 6, 2015, Council Meeting
Minutes

The regular meeting of Clarion Borough Council was held on October 6, 2015, 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 Ms. Roberts, Mr. Aaron, Mr. Noto, Mr. Bartley, and President Lapinto. Mr. Zerfoss and Dr. Sanders Dédé were absent. Chief/Secretary/Treasurer Hall, Mayor Walters, Solicitor Marshall, Mr. Colosimo, Mr. Preston, Mr. Sharrar, and Ms. LaVan were also present.

On a motion by Mr. Aaron with a second by Mr. Noto to approve the September 1, 2015, Council Meeting, minutes. The motion carried with a vote of five yea.

CITIZEN COMMENTS: Agenda Items

There were none.

PRESENTATION OF PROCLAMATIONS

Mayor Walters asked for a moment of silence for Keith Martin, a long-time resident and former Clarion County Commissioner, who passed away earlier this week.

Mayor Walters presented a Proclamation proclaiming October 7, 2015, as Fraternal Order of Eagles 3807 Day and encouraged everyone to join in celebration and support of the Clarion Eagles accomplishments. On a personal note, Mayor Walters won the Mayor's Award of the State Eagles Association, which he thanked Mr. Jack Shirey for nominating him, and showed the plaque to everyone present. Mr. Jack Shirey and Mr. Jim Hinderliter were present to accept the proclamation.

ADMINISTRATION

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

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

President Lapinto stated next is adopting a resolution transferring a liquor license from Clarion Township to Clarion Borough, which Council held a Public Hearing prior to the meeting at 6:30 p.m. Last month, Council handled this at the regular Council Meeting and thought that was sufficient; however, PLCB insisted a hearing needed held prior to the meeting. This resolution will replace the one adopted last month.

On a motion by Mr. Noto with a second by Ms. Roberts, approving Resolution #2015-384, a resolution transferring a liquor license from Clarion Township to Clarion Borough, which replaced Resolution #2015-383, was carried with a vote of five yea.

President Lapinto asked Secretary Hall to discuss the transfer of the Clarion Community Bank CD to an annuity.

Secretary Hall stated the rates for CD's are no longer as high as they once were. Right now, the current rate of a CD is 1.99%. If the Borough goes to Hefron Tillotson, an investment brokerage firm, the money would earn 2.5% interest. Secretary Hall asked for permission to put the money in an annuity with Hefren Tillotson.

On a motion by Mr. Aaron with a second by Mr. Bartley to give permission to transfer Clarion Community Bank CD to an annuity with Hefron Tillotson at a 2.5% interest rate.

Mr. Noto mentioned this is what the Library did with their proceeds money.

The motion carried with a vote of five yea.

On a motion by Mr. Noto with a second by Mr. Bartley, giving permission for Mark Hall to attend the Fall PSAB Conference October 17 and 18, 2015, in Seven Springs, was carried with a vote of five yea.

President Lapinto stated next is preliminary approval to include the Paul A. Weaver Community Park Improvements Project in the Borough's FFY 2015 CDBG application.

Secretary Hall commented the Borough has to identify a project each year for the CDBG application. After discussion with Parks and Recreation and the Administration Committees, the Borough would like to list park improvements on the application. The Borough is looking at a playground, picnic tables, grills, and fire rings. If Council wishes to change it later, that can be done.

President Lapinto noted this seems to be the only place that CDBG funds can be used.

On a motion by Mr. Noto with a second by Ms. Roberts to give preliminary approval to include the Paul A. Weaver Community Park Improvements Project in the Borough's FFY 2015 CDBG application. The motion carried with a vote of five yea.

President Lapinto asked if a motion is necessary to appoint Zelenkofske Axelrod as auditors for the years 2015-2017?

Secretary Hall stated yes. Cory Johnson, one of the partners who presented the Exit Audit to the Administration Committee, provided the following quotes: 2015, \$9,500; 2016, \$9,750, and 2017, \$9,975. It would be a 3-year package. Secretary Hall recommends Council appoint them as auditors. No one in Clarion County wants to do these audits. This year's price was \$9,250.

On a motion by Mr. Bartley with a second by Mr. Aaron, appointing Zelenkofske Axelrod LLC, as auditor for Years 2015-2017 at \$9,500, \$9,750, and \$9,975 respectively, was carried with a vote of five yea.

DOWNTOWN COMMITTEE

Ms. Roberts asked President Lapinto or Mr. Colosimo for any comments?

Mr. Colosimo announced an organizational meeting will be held in the near future to adopt the by-laws and organize officially the incorporation of the Blueprint Committee. The next meeting is scheduled for Monday at 4:30 p.m.

In conjunction with ALF, President Lapinto stated the Blueprint Communities met at Ms. Andrea Estadt's establishment. Despite the weather, there was a great amount of interest in the project. President Lapinto asked Mr. Colosimo what the status of the \$5,000 was to get a kiosk?

Mr. Colosimo doesn't believe the Committee received the funding as requested. By now, notification should have been received.

President Lapinto thought every Blueprint Community was to receive the \$5,000, but it seems as though the Committee has to jump through hoops to receive it.

PUBLIC WORKS

Mr. Noto announced the Borough will be collecting leaves curbside every Monday and Tuesday at 7 a.m. commencing this Monday, October 12th until November 24, 2015. Leaves should be raked into a parking spot in front of the residence or right against the road if there are no parking spots in front of or on the side of the residence. Overhanging tree branches must be cut back to allow for the truck to get close to the curb. Mr. Noto stressed this is a leaf pick-up only. Brush, twigs, and clippings cannot be mixed in with the leaves. If those materials are mixed up with the leaves, they will not be picked up as those materials may damage the vacuum equipment. If anyone has any questions, Mr. Noto asked them to call the Borough Office.

Mr. Noto asked Secretary Hall to explain the hiring of part-time Public Works employees.

Secretary Hall reported the Borough experienced a temporary situation that a full-time employee was off for several weeks. Not knowing if this may occur again and 3 part-time employees left employment over the last year, Secretary Hall asked for permission to advertise to hire up to 3 employees. Currently, the Borough has 2 great part-time employees but more may be necessary.

President Lapinto recalled these employees had a different title?

Mr. Bartley commented part-time utility workers.

Secretary Hall agreed. This was a great idea, but unfortunately not one that worked out. It would be better to keep the positions separate.

On a motion by Mr. Noto with a second by Mr. Bartley to give permission to advertise to hire part-time Public Works employees up to 3.

Ms. Roberts inquired if it would be better to hire one full-time employee rather than go through this constant hiring process for part-time ones.

Mayor Walters stated no, because the benefits are so costly. The part-time workers are great at filling in, especially during the plowing season. Hiring a full-time employee in this day and age cost too much because of the benefit packages.

President Lapinto asked if it would be on a call-in basis only?

Secretary Hall agrees and added a full-time employee couldn't be hired now, because it was not included in this year's budget. The rate of pay will be \$12.50 per hour. The Public Works Committee will conduct the interview and make a recommendation to full Council.

The motion carried with a vote of five yea.

CONSTRUCTION REPORT

Mr. Colosimo reported three projects that are listed on the agenda have been let out; a public bid, a public request for price quotes, and then the emergency procurement. These are all storm sewer projects or a remnant of a storm sewer project in the case of Domenica Circle. Mr. Colosimo asked Secretary Hall to discuss Contract #2015-4, the Center Place Project.

Secretary Hall stated the Borough received 3 bids yesterday at 2 p.m., which everyone was given a copy of the results tonight. Terra Works was the lowest at \$24,420. Mr. Colosimo has checked their credentials, and both are recommending utilizing their services for the Center Place Storm Sewer Project.

On a motion by Mr. Noto with a second by Mr. Bartley, awarding the bid from Terra Works in the amount of \$24,420 for Contract #2015-4, Center Place Storm Sewer Project, was carried with a vote of five yea.

Mr. Colosimo commented the second project is the restoration for the Domenica Circle Storm Sewer Project. This is installation of asphalt paving and curbing. Three bids were received for that job also. Hager Paving is the low bid on that at \$8,660. Their bid documents also checked out, and everything is in place.

President Lapinto voiced amazement at the difference from their bid to the high bid being \$18,910.

Secretary Hall noted this will complete the Domenica Circle Project.

On a motion by Mr. Noto with a second by Mr. Bartley to approve the bid from Hager Paving in the amount of \$8,660 for Contract #2015-5, Domenica Circle Storm Sewer Project.

Mr. Bartley verified the bid is all in order.

Mr. Colosimo stated yes. The bids check out. Now the companies are getting their bonds and insurances in order, as required. This will be done before work starts.

The motion carried with a vote of five yea.

Mr. Colosimo reported the final storm sewer project, which was an emergency job, was on South Sixth Avenue. A line collapsed, and it was necessary to get it repaired as soon as possible. Two bids were submitted for this project. The Borough awarded it to Terra Works, who had the low bid at \$18,984. Mr. Colosimo stated this project is going to be approximately 180' of 15" line installed on South Sixth between Church Road and South Street. The contract was received today.

Secretary Hall informed Council the Borough had to move rapidly on this because every time it rained the gravel was being washed through the pipes, which the Borough cannot afford to have an issue with in the lines.

Mr. Noto stated the day he stopped by there was a lot of gravel in that area and asked if it is all down the pipe?

Secretary Hall commented yes. The hole is probably 3' wide 8' long and 4' deep.

On a motion by Mr. Noto with a second by Mr. Bartley to ratify the emergency procurement of Terra Works Inc. in the amount of \$18,984 for Contract #2015-6 for the South Sixth Avenue Storm Sewer Project. The motion carried with a vote of five yea.

Mr. Bartley asked how the budget is going with the storm sewer projects?

Secretary Hall stated the Borough has a line of credit in the amount of \$100,000. With the jobs approved tonight, the cost should be right around \$80,000.

Mr. Bartley cautioned this is something to keep an eye on.

Secretary Hall noted the last one was an unexpected job.

PUBLIC SAFETY

Mr. Bartley announced the Halloween Parade will be held October 31, 2015, at 5:30 p.m. followed by Trick-or-Treating from 6-8 p.m. Anyone participating should leave his/her porch light on.

On a motion by Mr. Bartley with a second by Mr. Aaron to give permission to advertise for one part-time meter enforcement officer at the rate of \$9.23 per hour as-needed.

Ms. Roberts thought the Borough just hired someone and asked if he/she didn't work out?

Chief Hall stated that person got a full-time job before the Borough was able to offer the job.

Ms. Roberts verified it is only for 1 day?

Chief Hall reported 1 to 1½ days with collection.

The motion carried with a vote of five yea.

On a motion by Mr. Bartley with a second by Mr. Aaron to give permission to advertise to hire up to 5 part-time police officers at the rate of \$15 per hour as-needed.

Ms. Roberts asked how many part-time police officers from the first hiring are still working?

Chief Hall stated 3 resigned and 2 more may be coming shortly. These will be replacements.

The motion carried with a vote of four yea with Mr. Noto voting no staying consistent with what he's done in the past.

Mr. Bartley asked Chief Hall to discuss the Narcan policy?

Chief Hall reported Narcan (Naloxone) has been used in emergency rooms and on ambulances since the 80's at least. It's used for opioid overdoses, which is one of the leading causes of accidental death in the nation and also in Pennsylvania. The State has offered several million dollars, because it is an epidemic; and if a life can be saved by giving him/her Narcan, then it's worth it. This is similar to when AED's first came out. Chief Hall commented the District Attorney's Office is writing a grant, and the Borough wrote this policy to be able to be part of it.

President Lapinto asked Chief Hall to explain the training the officers will need?

Chief Hall stated the Borough officers complete all updates online through PaVTN. He/she must watch the videos and the training, take and pass the test, and then he/she is certified. Other departments are going to a class in-person. Chief Hall informed everyone Narcan is administered through the nostrils. The officers will not be giving shots.

President Lapinto pointed out this will be paid for by grants.

On a motion by Mr. Bartley with a second by Mr. Noto to adopt the Narcan policy as received in the packet. The motion carried with a vote of five yea.

Mr. Bartley made a motion to advertise Ordinance #2015-811, which is a no parking anytime on the west side of Second Avenue between West Wood Street and South Street.

Chief Hall added it will be located on the cemetery side due to the narrowness of the roadway. It will be painted in yellow and also signed. Mr. Bartley and the Mayor received complaints from the residents.

When high school dismisses, Mr. Bartley stated it gets very dangerous in that area.

On a motion by Mr. Bartley with a second by Mr. Aaron, giving permission to advertise Ordinance #2015-811, No Parking Anytime on the west side of Second Avenue between West Wood Street and South Street, was carried with a vote of five yea.

LIBRARY REPORT

Mr. Noto stated the Library had walking tacos and the Friend of the Library Book Sale on Farmer Crafters' Day October 2nd, which went well.

President Lapinto thanked Ms. Roberts for organizing the books.

Ms. Roberts stated the numbers were about the same as in the past. Had it been nicer, there probably would have been more sales. Organizing it by genre, the hope is help in the future.

HOUSING AND ZONING

Secretary Hall reported the Street Opening Ordinance #2015-809 has been advertised and is ready for adoption tonight. This Ordinance basically sets certain standards for Pennsylvania American Water Company, National Fuel Gas, or any contractor that digs into a Borough street that they must go by. Section 10 regulates backfilling and restoration and makes it go in line with PennDOT's standards in Publication 408 on the amount of blacktop that is put back into the hole to make sure it fixed correctly. Secretary Hall stated it gives the Borough protection and enforcement. Bonds need provided and a penalty is now in place.

Mr. Noto asked if it was included in the packet?

Secretary Hall commented it was handed out last month, and Councilmembers discussed it at their committee meetings.

On a motion by Mr. Bartley with a second by Mr. Aaron, adopting Street Opening Ordinance #2015-809, was carried with a vote of five yea.

Secretary Hall stated the Committee would like permission to advertise Ordinance #2015-810, a Zoning Ordinance amendment, relating to two districts in the Borough. Secretary Hall asked Mr. Sharrar to discuss it briefly.

Mr. Sharrar stated the first area is the Mixed-Use District on Fifth Avenue where the large lot is located. The amendment will add senior housing, multi-family district zoning to that as a conditional use in that zoning district. An individual is interested in putting a senior development high-rise down there, if permitted. Mr. Sharrar reported the other proposed amendment is to add townhouses as a conditional use in an R-1 zoning district provided criteria with lot sizes is met.

President Lapinto asked if a public hearing has been scheduled?

Secretary Hall reported the Borough's Planning Commission will hold a meeting on October 13th to consider the amendment, then the County Planning Commission will meet on October 21st to review it, and the Housing and Zoning Committee will hold a Public Hearing prior to the Council Meeting.

Ms. LaVan added it will be held at 6:30 p.m. and then Council will take action at the regular meeting to follow. As a reminder, the meetings will be held at the Borough Office due to election day. Council will have the comments from both Planning Commissions by that night.

Secretary Hall pointed out Susan Smith, the Borough's special legal counsel that helped the Borough rewrite the Zoning Ordinance, reviewed this proposed amendment.

On a motion by Mr. Bartley with a second by Mr. Noto to give permission to advertise Ordinance #2015-810, a Zoning Ordinance amendment. The motion carried with a vote of five yea.

RECREATION

Mr. Noto asked Secretary Hall if the pool numbers are ready yet?

Secretary Hall commented the final bills aren't in yet.

Ms. LaVan feels this month the rest of the bills should be received this month, and it may be possible to hold a meeting late this month. The revenues are in, it's just a matter of the final expenses.

SECRETARY'S REPORT

Secretary Hall announced the Borough will be hosting a Meter Certification Update at the Public Works Building on October 15th. Twelve people, coming from New Bethlehem, Knox, Clarion University, and DuBois, will be attending. Pennsylvania's Weights and Measures will provide the training, which is required every 5 years.

Mr. Preston stated this enables the employees to test the Borough's meters rather than the Weights and Measures Division sending someone.

MAYOR'S REPORT

Mayor Walters commended the Public Works and Police Departments on the great job they did with Autumn Leaf Festival. One citizen commented by Monday it didn't even look like an event was held.

OLD BUSINESS

Mr. Bartley stressed the crosswalk on Greenville Avenue is still not painted, which is a big safety issue.

Secretary Hall understands the need and stated the final pavement was finished last week.

NEW BUSINESS

President Lapinto informed everyone the Administration Committee attended the Exit Audit Meeting. It was a perfectly clean audit, which is important for everyone to know. President Lapinto commended Secretary Hall and Ms. LaVan on a good job.

President Lapinto reported Secretary Hall and she are part of the Clarion Area Relief Route Study Steering Committee, which the first meeting was held today. The Committee is studying Route 68, looking at alternate routes, and data is being secured using Bluetooth boxes.

Secretary Hall commented the Bluetooth boxes replace the rubber hoses and boxes along the road. The Bluetooth box is attached to a pole and counts vehicles, which 30% of vehicles have, and cell phones. It will provide a lot of data. They will be placed in specific locations in town and by the mall to see the time frequency for motorists traveling the corridor. In addition, they want to know the total number of cars traveling in certain paths to determine the best route to take so a project can be recommended.

President Lapinto stated the next meeting is January 12, 2016, and the entire study has to be completed by June 30, 2016.

CITIZEN COMMENTS: Non-Agenda Items

There was none.

CORRESPONDENCE

Ms. LaVan read a note from Ms. Jean Smith, Children's Librarian for the Clarion Free Library, thanking Officer Neil Kemmer for the invaluable contribution he made at the Summer Reading Club on July 7, 2015. The program was a great success, and everyone appreciates Officer Kemmer's willingness to volunteer his time and energy for the Program.

Chief Hall commented Officer Kemmer does a good job, as everyone knows in the school with DARE and as School Resource Officer, and this is an extension. The library reached out for an officer, and Officer Kemmer was the right person to do that.

Mr. Noto added he does a great job.

On a motion by Mr. Bartley with a second by Mr. Aaron, the meeting was adjourned at 7:46 p.m.

Mark E. Hall, Borough Secretary