

REGULAR COUNCIL MEETING
February 5, 2018

Members Present: Douglas Baker, Mayor
Michael Dulaney
Donna Fletcher, Deputy Mayor
James Johnson
Samuel Lyons
James Marshall
Fred Mays

Members Excused: None.

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
James Wetzel, Deputy City Manager
Charles Gibbons, Code Enforcement/Zoning Officer
Sheila Boughner, Community Development Director
Harmony Motter, Finance Director
Darla Hawke, Recording Secretary
C. Robert Bowen, 628 - 14th Street
Matt Beith, 324 - 16th Street (HARB member)
Doug Volmrich, 1260 Liberty Street
Mark Baughman, 140 Oakland Village Drive
Jasen Fry, 211 Beechwood Drive, Oil City (Trails to Ales)
Craig A Smith, 414 - 10th Street (Trails to Ales)
Dianne Hall, 1109 Elk Street (HARB member)
Jim Paulsen, 921 French Creek (Trails to Ales)
Bernie Nerlich, 1828 Keely Road (Trails to Ales)
Jodi Baker Lewis, 1255 Liberty Street (Franklin Area Chamber Director)
Daniel Weiland, 1 Park Way (HARB member)
Rachel H Ashbaugh, 1428 Elk Street (Franklin Preservation)
Jim Ashbaugh, 1428 Elk Street (HARB member)
Lorin DeGroat (Trails to Ales)
Caleb Williams, 1269 Liberty Street
Chris Rossitti, Explore Venango
Marissa Dechant, Venango Newspapers, Inc.

Mayor Baker called the meeting to order at 7 PM.

ADOPTION OF AGENDA - Resolution No. 11

Mr. Dulaney moved to approve the agenda, as presented. Mr. Johnson seconded the motion, which passed unanimously.

APPROVAL OF MINUTES - Resolution No. 12

Mr. Johnson moved to approve the minutes of the regular meeting of January 8, 2018, as presented. Mr. Lyons seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 13

Mr. Dulaney moved to pay the bills as presented. Mrs. Fletcher seconded the motion, which passed unanimously.

CITIZENS' INQUIRIES - none.**CERTIFICATE OF APPROPRIATENESS**

Resolution No. 14 - Mayor Baker moved and Mr. Marshall seconded a motion to issue a Certificate of Appropriateness for improvement to the building's two facades, which included an overhead garage door at 1270 Liberty Street, as envisioned in Concept Drawing #2, including gooseneck lighting being carried over the garage door and the addition of vertical muttoms added to the door's windows for proper symmetry and the paint colors, as presented. Motion passed 5-2, with Mr. Dulaney and Mr. Mays voting "no."

Resolution No. 15 - Mrs. Fletcher moved and Mr. Dulaney seconded a motion to issue a Certificate of Appropriateness for awnings and a valance at 1117 Elk Street, as presented. Motion passed unanimously.

Resolution No. 16 - Mr. Dulaney moved and Mr. Johnson seconded a motion to issue a Certificate of Appropriateness for awnings at 1119 Elk Street, as presented. Motion passed unanimously.

Resolution No. 17 - Mrs. Fletcher moved and Mr. Lyons seconded a motion to issue a Certificate of Appropriateness for porch railing, awnings, cupolas and a garage at 1121-1123 Elk Street, as presented. Motion passed unanimously.

Resolution No. 18 - Mr. Johnson moved and Mr. Lyons seconded a motion to deny a Certificate of Appropriateness for LED signs at 1140 Buffalo Street, 112-114 Bernet Way, 1051 Elk Street, 1117-1123 Elk Street, 1046-1046½, 1050, 1259, and 1327 Liberty Street, as presented. Motion passed unanimously.

DISCUSSION OF WORLD WAR II MONUMENT RELOCATION - Resolution No. 19

Mr. Bowen was in attendance to update Council on the progress of the design for the new memorial and to request approval to relocate the WWII Memorial to an area adjacent to South Park Street, within South Park. This would necessitate the removal of an old tree that is located there. Mr. Ruditis inspected the tree and found it to have issues with limbs coming down and sees no problem with its removal. Mayor Baker moved and Mr. Johnson seconded a motion to approve the requests as presented. Motion passed unanimously.

BLUES & BARBEQUE REQUEST TO SERVE ALCOHOL - Resolution No. 20

Mr. Volmrich, representing the Blues & Barbeque committee, and Mr. Baughman, a retired Franklin Police Department officer and member of the Fraternal Order of Police Tri-City Lodge #50, were in attendance to request permission to serve beer during the Franklin Blues and BBQ Festival to be held in Bandstand Park on June 15-16, 2018. The Beer Garden would be two 20x40' tents surrounded and enclosed by plastic barricade fence that would have only one entrance and one exit. The proposal called for plants and trees to be used to decorate the enclosed space and beer to be served in 12-16 ounce glasses, with all beer consumed inside the area. No one under the age of 21 would be permitted inside the area, with members of the Fraternal Order of Police in charge of identifying persons' ages by using ID readers and checking ID upon each entry. Persons showing signs of intoxication would be denied service, and the beer wagon would be secured at night with security in place Saturday night to prevent theft. Proceeds would benefit the development of music programs in Venango County school districts and the Fraternal Order of Police. The City Manager voiced her concerns for this request.

Mr. Lyons moved and Mr. Dulaney seconded a motion to approve the request for this year to authorize the sale of beer, in Bandstand Park, subject to any conditions the City requires for this event mainly for insurance purposes. Motion passed 6-1, with Mr. Marshall voting "no."

Mr. Spaid advised that any further requests will be decided on a case-by-case basis and, should the Blues & Barbeque committee plan to sell beer next year, they would once again have to come to City Council to make said request. Mr. Spaid also informed the Council that under City Ordinances, permission to have open containers on City property were solely under the City Manager's purview and he would be drafting an agreement for her signature.

POSSIBLE REQUEST TO VENANGO COUNTY LAND BANK - Resolution No. 21

Ms. Boughner advised the Council that, upon being awarded a \$60,000 PHARE grant for acquisition, demolition and rehabilitation of blighted properties and in anticipation of additional funds for blight demolition from a new \$15 fee for recording deeds, the Venango County Land Bank has asked municipalities for lists of problem properties they might be able to assist with. Three properties on the City's list are now in the repository and the City could ask the Land Bank to consider acquiring and demolishing some or all of these structures. They include: 529½ Third Street, 623 Hillside Avenue, and 313 Erie Street.

If the Land Bank demolishes these structures, the CDBG restrictions on the future use of the properties would be avoided. Once razed, the Land Bank would turn the properties back over to the municipalities in the hopes that the lots can be sold and returned to the tax rolls. Mr. Johnson moved and Mr. Dulaney seconded a motion to ask the Venango County Land Bank to consider acquiring and demolishing the properties Ms. Boughner listed. Motion passed unanimously.

UPDATE PLANS FOR CDBG PROGRAM - Resolution No. 22

Ms. Boughner explained that numerous plans, written procedures and annual resolutions are required by the Community Development Block Grant Program, and the Pennsylvania Department of Community & Economic Development is now requiring plans to be updated every five (5) years. Therefore, she has created two (2) new documents relating to Program Income and Language Access and updated others to put a number of the plans on the same 5-year cycle.

She asked for Council approval for the following plans and resolutions:

- Fair Housing Resolution (annual)
- Excessive Force Policy (update)
- Residential Anti-Displacement and Relocation Assistance Plan (update)
- Minority & Women's Business Enterprise Plan (update)
- Section 3 Plan (update)
- Program Income Policy & Reuse Plan (new)
- Citizen Participation Plan (now includes new Language Assistance Procedures)

Mrs. Fletcher moved and Mr. Lyons seconded a motion to approve the plans and resolutions listed above. Motion passed unanimously.

PARADE & PARK REQUESTS - Resolution No. 23

Mr. Johnson moved and Mr. Mays seconded a motion to approve the following request:

- May 28, 2018 • 13th & Chestnut Streets to Liberty & South Park Streets and Bandstand Park • V.E.T.S. Honor Guard • Memorial Day Parade & Ceremony.

Motion passed unanimously.

REPORTS**Manager**

- Informed the Council PennDOT has placed an easel inside the lobby with brochures informing the public about its intent to repair the railroad tracks at the 13th Street crossing this summer. They are anticipating that area of 13th Street will be closed for approximately one week as they raise the tracks 10 inches to fix the issue of the railroad crossing arm descending during heavy rains and other problems.
- **Resolution No. 14** - Reported the City's K-9 Officer, Mal, has officially retired from the force at the age of 12. Mal has lived with Chief Kevin Anundson since he was made part of the force in April 2009. She is requesting Council approval to sell Mal to the Chief for \$1.00 as has been done in the past. Mr. Dulaney moved to sell Mal to Chief Anundson for \$1.00. Mr. Lyons seconded the motion, which passed unanimously.
- **Resolution No. 15** - The City's electric procurement agreement runs through 2020. Mr. Gary Svetz, of Svetz Energy Services, has indicated it would be to the City's advantage to

allow him to start locking in lower rates now for beyond that time span. Estimates for 2017 and 2018 indicate savings of \$40,000 by having locked in the rates. Mr. Svetz' agreement calls for a yearly fee of \$7,845/year, from 2021 through 2024, which is charged at a 30%/70% split between the City and the Authority. \$2,353.50/year would be charged to the City. Mayor Baker moved and Mr. Johnson seconded a motion to approve the agreement extension as presented. Motion passed unanimously.

- **Resolution No. 16** - Explained that the City also has an energy procurement agreement with Svetz Energy Services for natural gas. The natural gas procurement agreement runs through December 2018; however, Mr. Svetz indicated he saw the opportunity to lock in lower rates but needed to act quickly. He proposed a 5-year contract to run from January 2019 through December 2024. His fee would be \$2,585/year. The cost would be split City - 41% and General Authority - 59%. The Authority has already approved this agreement extension and she asks that City Council also ratify it. It is estimated that the combined entities saved \$9,500 to \$15,000 over the last year, with a cost of \$1,060/year to the City. Mrs. Fletcher moved and Mr. Dulaney seconded a motion to ratify the natural gas procurement agreement. Motion passed unanimously.
- Will need an executive session to discuss personnel, litigation and negotiations.

Solicitor

- Will need an executive session to discuss personnel, litigation and negotiations.

Mayor • Appointments - none.

COUNCIL REPORTS

Mayor Baker

- Congratulated City staff on another successful Franklin On Ice.

Mr. Johnson

- Invited City officials to attend the Route 8 Project Public Meeting this Thursday, February 8 at 6 PM, which is open to the public and/or 4:30 PM, which is only for public officials.

Mr. Dulaney

- Noted Franklin On Ice was great and seemed to be well-attended.

Mr. Marshall

- Advised that at the last meeting when he suggested Franklin Avenue return to 2-way traffic he was simply frustrated. He is now in favor of it remaining a 1-way street.
- Was disappointed in the decision to permit the sale of beer at the Blues & Barbecue Festival, and hopes there are no problems that weekend.

Mrs. Fletcher

- Advised she had looked at pictures of Fountain Park during Franklin On Ice and they were beautiful.
- Noted she had voted yes on the Beer Garden when she was informed that no one under the age of 21 would be permitted in that area. She plans to see how it goes this year before deciding on her vote should they come to Council again next year with this request.

Mr. Lyons

- Advised that he found it faster to go straight up 13th Street and turning right onto Liberty rather than traveling Otter Street. Mr. Johnson disagreed.

Mr. Mays

- Asked the status of the sign at Franklin Avenue and 13th Street informing persons that Franklin Avenue is one-way. It was noted the sign had drastically lowered the number of citations being issued.

EXECUTIVE SESSION - Resolution No. 17

Mr. Lyons moved to enter into executive session at 8:39 PM to discuss personnel, litigation and negotiations. Mr. Dulaney seconded the motion, which passed unanimously. The executive session ended at 9:08 PM.

ANY OTHER BUSINESS - none.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 9:08 PM.

Respectfully submitted,

Darla Hawke, Recording Secretary