

REGULAR COUNCIL MEETING
April 6, 2015

Members Present: Douglas Baker, Mayor
Donna Fletcher, Deputy Mayor
Samuel Lyons
James Marshall
Jennifer Morris
Ryan Rudegeair
Garnet Wood

Members Excused: None.

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
Darla Hawke, Recording Secretary
Tom Thompson, Gannett Fleming
Monica Vanderhoof, Venango County RSVP
Bob Billingsley, Venango County Historical Society
Russ & Mary Kay Campbell, 1235 Chestnut Street
Sara Sherretts, 1213 Chestnut Street
Greg Holtzman, BL Companies
Roger Hoffman, Rite Aid Corporation
Darla Dodds, Venango Co Community Support Program (CSP)
Chrissy Lumley, Venango Co Community Support Program (CSP)
Lucy Miller Ross, Olde Liberty
Tiffany Russell, Olde Liberty
Sheila Boughner, Venango Newspapers, Inc.

Mayor Baker called the meeting to order at 7:00 PM.

ADOPTION OF AGENDA - Resolution No. 56

Mayor Baker added #5A, "Proclamation," after which he moved to approve the agenda, as amended. Mrs. Fletcher seconded the motion, which passed unanimously.

APPROVAL OF MINUTES - Resolution No. 57

_____ Mrs. Fletcher moved to approve the minutes of the regular meeting of March 2, 2015, as presented, and the minutes of the special meeting of March 9, 2015, as presented. Mr. Lyons seconded the motion, which passed unanimously

PAY THE BILLS - Resolution No. 58

Mr. Lyons moved to pay the bills as presented. Mr. Wood seconded the motion, which passed unanimously.

PROCLAMATION

Mayor Baker read a Proclamation designating April 7, 2015 as Mayors Day of Recognition for National Service and presented it to Ms. Vanderhoof, Venango County RSVP representative, with the City's thanks.

CITIZENS' INQUIRIES

Mr. Campbell and Ms. Sherretts were in attendance to ask if the parking problem in the 1200 block of Chestnut Street had been addressed by staff. Mr. Marshall asked Mr. Spaid to check into any possible solutions, possibly contacting other municipalities with the same problem, and report back to Council by the June meeting.

CERTIFICATE OF APPROPRIATENESS

Resolution No. 59 - Mr. Marshall moved and Mr. Rudegear seconded a motion to issue a Certificate of Appropriateness for the sign request at 1242 Liberty Street, as presented, and for paint and a sign at 1253 Liberty Street, as presented. Motion passed unanimously.

Resolution No. 60 - Mr. Holtzman, a representative with BL Companies of Camp Hill, was in attendance to explain the proposal and answer any questions the Council may have for the proposed changes to the Rite Aid Store. Mrs. Fletcher then moved and Mr. Rudegear seconded a motion to issue a Certificate of Appropriateness for a drive-through window, signs and awnings at 1020 Liberty Street, as presented. Motion passed unanimously. Mr. Holtzman noted they planned to begin the project in June and would coordinate the work around the City's festivals.

ROBERT BILLINGSLEY PRESENTATION - Resolution No. 61

Mr. Billingsley was in attendance to request financial assistance for the third and final monument commemorating the last of the three Civil War Generals that came from Franklin. The final monument would be for Brigadier General Alfred B. McCalmont (1825-1874). Mr. Billingsley advised that Franklin Bronze Plaques would once again be creating the monument for under \$3,000. Mr. Marshall moved to donate up to \$2,000 for the monument. Mr. Lyons seconded the motion. Mrs. Fletcher advised, she felt the budget was too tight right now and that the Historical Society should have tried to raise funds elsewhere. Motion passed 5-2, with Mrs. Fletcher and Mr. Rudegear voting "no."

Mr. Marshall then asked the possibility of moving the two Civil War cannons, that are presently near the site of the Old Garrison at 10th & Elk Streets, to either side of the Civil War Monument in South Park. Mr. Billingsley advised he would be willing to help with this project.

PARKING FEES DISCUSSION - Resolution No. 62

Mayor Baker moved to appoint Mr. Marshall, Mr. Rudegear and himself to a committee for gathering information on parking fees and to address parking problems within the downtown. He asked that Mrs. Jamieson, Police Chief London and a member from both the

Franklin Retail Association and the Franklin Area Chamber of Commerce be invited also. Mrs. Fletcher seconded the motion, which passed unanimously.

FIRST READING - BILL NO. 4 - ADOPTION OF NEW FEE SCHEDULE - Resolution No. 63

Mr. Spaid read Bill No. 4, "Adoption of New Fee Schedule," in its entirety. Mrs. Jamieson advised the Council that there were three changes staff would like made to the existing fee schedule: 1) Water Fill-up (Back Door) - This is the sale of water from the Fire Department to private companies, such as those that fill swimming pools. She explained that since the City is now being charged for water usage, those funds need to be recaptured. Staff suggested a rate of \$.0075/gallon, with a minimum fee of \$75/quarter, which would be 10,000 gallons. 2) Dumpster Permit - This is for the permitting of a dumpster to sit on the public right-of-way. Currently there is nothing in the fee schedule to cover this. Staff would recommend \$25/week. 3) Equipment Rental Operator Rate - It is recommended this be changed to 130% of the applicable wage rate, to match the rate for all the vehicle operator rates. Mrs. Fletcher moved and Mr. Wood seconded a motion to pass on First Reading, Bill No. 4, "Adoption of New Fee Schedule," as presented. Motion passed unanimously.

MYRTLE STREET INFRASTRUCTURE PROJECT ENGINEERING CONTRACT AWARD

Resolution No. 64 - Mrs. Jamieson reported that the City had received five engineering proposals for this project. She advised that the engineering fees would be paid for out of FY-2012 CDBG funds and funding for the project itself is scheduled to come out of FY-2014 CDBG funds and FY-2015 CDBG funds and/or General Authority funds. All proposals were reviewed and rated by the Supervisors, with all the engineering firms showing they are capable of carrying out the services that need to be performed.

It was Mrs. Jamieson's recommendation to award the contract to The EADS Group, Clarion, PA, in an amount not to exceed \$29,000 (\$24,500 - Plan Design & Development • \$4,500 - Construction Services). Mrs. Jamieson explained that with the Supervisors being capable of inspecting the project, she would suggest waiting to add inspection services to this contract until the City sees to what degree it will actually be needed. Mr. Lyons moved and Mrs. Fletcher seconded a motion to award the Myrtle Street Infrastructure Project Engineering Contract to The EADS Group, in an amount not to exceed \$29,000. Motion passed unanimously.

Resolution No. 65 - Mrs. Jamieson then requested Council approve a budget revision for the FY-2012 CDBG Program to accommodate the engineering award. She requested budget transfers of \$6,004.22 from the Egbert Fountain Improvement Project and \$463.97 from the Demolition line item into the Myrtle Street Infrastructure Improvements line item under FY-2012 CDBG. Mr. Marshall so moved. Mr. Rudegeair seconded the motion which passed unanimously.

AWARD OF SWEEPER BROOMS - Resolution No. 66

Mrs. Jamieson advised the Council that two bids for the City's old street sweeper brooms had been received via the Municibid website and it was her recommendation to award the bid to the high bidder, Michael Spera, of Spera Landscaping from Warren, Massachusetts, in the amount of \$1,100. Mr. Marshall so moved and Mr. Rudegear seconded the motion, which passed unanimously. It was noted that Mr. Spera will come to Franklin to pick up the brooms.

PARADE & PARK REQUESTS - Resolution No. 67

Ms. Dodds and Ms. Sherretts, with the Venango County Community Support Program (CSP), passed out literature to the Council and explained the rally on May 29th will address aspects of physical, emotional, spiritual and financial wellness. The Council thanked the women for the organization's efforts, after which, Mrs. Fletcher moved and Mr. Rudegear seconded a motion to approve the following requests for 2015:

- April 11 • Bandstand Park • 150 Celebration of the End of the Civil War • Venango County Historical Society
- April 30 • Fountain Park • Arbor Day in the Park • Shade Tree Commission
- May 15 • Bandstand Park • Law Enforcement/Firefighters' Memorial Dedication • Committee to Remember Our Heroes
- May 29 • Bandstand Park • Wellness Rally • Venango Co. Community Support Program
- June 14 • Bandstand Park • Flag Day Service • Franklin Elks Lodge #110
- July 24 • Bandstand Park • Employees' Picnic • County of Venango
- August 23 • Bandstand Park • Morning Worship in the Park • Christ United Methodist Church

Motion passed unanimously.

GANNET FLEMING REPORT

As a follow-up to the Joint City Council/General Authority meeting, Mr. Thompson showed a Powerpoint presentation that Gannet Fleming had created in August 2012. At that time, it was reported that in 2007, 17,000 lineal feet (LF) of the interceptor had internal cleaning and an inspection made; in 2008 190,000 LF of the City's collection sewers had been cleaned and inspected; in 2010 5,600 LF of sewer lining and replacement had been completed for the interceptor rehabilitation; and a complete evaluation of the collection sewers was made in 2011. He explained that the interceptor and the City collection sewer inspection were performed in accordance with standards of the National Association of Sewer Service Companies (NASSCO) and the Pipeline Assessment and Certification Program (PACP). Defects were graded from 1 to 5, with 5 requiring immediate attention.

The initial recommendation was:

- over 24,000 LF requires rehabilitation;

- 300 taps need to be reinstated; and
- 25 manholes need repaired/installed by either excavation and replacement or trenchless lining.

\$1 million in work remained on those lines with the most severe defects, and approximately \$3,100,000 in work was needed on the lines with ratings of 1, 2 and 3.

Immediate action required to prevent failure would include:

- Total Sewers Recommended for Lining - 1,582';
- Total Sewers Recommended for Replacement - 1,625'
- Total Sewers Recommended for Rehabilitation - 3,207'
- 1 manhole addition/replacement and 26 reinstated laterals
- At an estimated cost of \$560,000.

Second priority rehabilitation of the collection sewers requiring rehab within 5 years to prevent failure would include:

- Total Sewers Recommended for: Lining - 5,460'
- Total Sewers Recommended for Replacement - 300';
- Total Sewers Recommended for Rehabilitation - 5,760'
- 3 manhole additions/replacements and
- 72 reinstated laterals
- At an estimated cost of \$840,000.

The presentation also included photos of infiltration defects, root defects, cracked pipes, maps of the collection sewers recommended for rehabilitation and of prioritized collection sewer rehabilitation, among others. Council thanked Mr. Thompson for his presentation.

REPORTS

Manager

- Resolution No. 68 - Reported she and a representative from Homan Roofing had inspected the bathhouse roof and determined that \$4,840 would need to be spent on emergency repairs prior to opening day at the Miller-Sibley Pool. This would allow Council time to discuss the repairs needed for next season. Mrs. Fletcher moved and Mr. Lyons seconded a motion to hire Homan Roofing, Oil City, to install a new drain, remove and replace an 8x10 section of roof and associated rotting decking, and address an overhang area on the end toward the ballfields, at a cost of \$4,840. Motion passed unanimously.
- She and Mr. Lyons reported representatives from the YMCA would be attending next month's meeting to discuss the pool contract and its annual fundraising campaign.
- Will need an executive session to discuss negotiations.

Solicitor

- Resolution No. 69 - Explaining that the General Authority will now be using a separate auditor than the City's, requested Council approve the firm of Maher Duessel, Certified Public Accountants, from Butler, in the amount of \$11,900 (to be paid from the Water & Sewer Accounts), to do the audit for fiscal year ending December 31, 2014. Mayor Baker so moved. Mr. Lyons seconded the motion, which passed unanimously.
- Resolution No. 70 - Requested Council approve a license agreement, dated April 6, 2015, with PEG Bandwidth PA, LLC, to construct and maintain a fiber optic communication facility or system construction and the installation of 4,375' of fiber optic line to run under Waterworks Road at a depth of not less than 36 inches. The term would be for 20 years, terminating on December 31, 2035 with PEG Bandwidth paying the City \$2500/year during this term. In addition, PEG Bandwidth has agreed to pay \$500 to cover the expense of a City representative to oversee the underground installation. Mr. Lyons moved to approve the License Agreement with PEG Bandwidth PA, LLC, as presented. Mr. Marshall seconded the motion, which passed unanimously.
- Resolution No. 71 - Requested Council adopt the signed agreement with Time Warner Cable Midwest LLC, dba Time Warner Cable, effective April 1, 2015, as presented. He explained that, under the agreement, Time Warner will pay the City 5 percent of gross revenues derived from their operation of the cable system. Mayor Baker moved to adopt the agreement with Time Warner Cable, as presented. Mr. Lyons seconded the motion, which passed 6-1, with Mr. Wood voting "no."
- Reported that he and Mrs. Jamieson are presently working on the Personnel Ordinance.
- Approval was given for Mr. Spaid to spend \$350 + mileage from his training line item for a seminar on June 5 & 6. It was noted the total cost is \$700 with Sugar creek Borough paying half.
- Will need an executive session for the purpose of negotiations and litigation.

Mayor • Appointments - none.

COUNCIL REPORTS

Mr. Wood

- Ascertained that the Pennsylvania Municipal League Northwest District meeting would be held at 5 PM at the Knights of Columbus building in Oil City.

Mrs. Fletcher

- Thanked Mr. Gibbons, Code Enforcement/Zoning Officer, for doing a good job of keeping Council apprised of the statuses of building projects.
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EXECUTIVE SESSION - Resolution No. 72

Mayor Baker moved to enter into executive session at 8:32 PM to discuss litigation and negotiations. Mr. Lyons seconded the motion, which passed unanimously. The executive session ended at 8:58 PM.

ANY OTHER BUSINESS - Resolution No. 73

Mayor Baker moved and Mrs. Fletcher seconded a motion to pursue a contract lease extension with American Tower LLC relevant to City-owned property located off Sassafras Street. Motion passed unanimously.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 8:59 PM.

Respectfully submitted,

Darla Hawke, Recording Secretary