

REGULAR COUNCIL MEETING  
August 6, 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  
Charles Gibbons, Code Enforcement/Zoning Officer  
Deb Eckelberger, Franklin Development Director  
Sheila Boughner, Community Development Coordinator  
Harmony Motter, Finance Director  
Kevin Anundson, Chief of Police  
Darla Hawke, Recording Secretary  
David Ballard, Trails to Ales  
Bob Shawgo, R Bandana Winery  
Bob Graham, 1237 - 15<sup>th</sup> Street  
Ginny Rial, Rial Construction  
Bridget Wood, 1403 Otter Street, Franklin Little League  
Ryan Rudegeair, 1244 Buffalo Street  
Marty Rudegeair, 828 Liberty Street, Franklin General Authority  
Diana Klein, Hatched  
Jim Meyer, Venango Newspapers, Inc.  
Chris Rossetti, Explore Venango

Mayor Baker called the meeting to order at 7:09 PM.

**ADOPTION OF AGENDA - Resolution No. 85**

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

**APPROVAL OF MINUTES - Resolution No. 86**

Mr. Lyons moved to approve the minutes of the regular meeting of July 2, 2018, as presented. Mrs. Fletcher seconded the motion, which passed unanimously.

**PAY THE BILLS - Resolution No. 87**

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

**CITIZENS' INQUIRIES**

Mr. Graham reported several traffic concerns he had, including vehicles speeding on 15<sup>th</sup> Street.

**Resolution No. 88** - Ms. Wood thanked the Council for allowing the Little League to continue to use the fields at the Miller-Sibley Complex and for the Street Department's help whenever needed. She informed the Council that the league had raised \$30,000 for upgrades to their facilities, and she requested permission to install a new fence around their field and to replace the dirt infields on the practice fields with grass. Mr. Lyons moved to permit the construction of the fence around the Little League field and to replace the practice fields dirt infields with grass. Mr. Dulaney seconded the motion, which passed unanimously.

**PRESENTATION OF 2017 GENERAL AUTHORITY AUDIT**

Mr. Rudegear, General Authority Treasurer, presented the Authority's annual audit, which includes an unmodified opinion and no material deficiencies. He noted the Council had received the audit digitally, but also offered hard copies to those members who wanted them. He reported the Utilities Coordinator they had hired last year had, in addition to locating the water and sewer lines through GPS, discovered a set of policies that had been written years ago for the Authority. Council thanked Mr. Rudegear and the Authority for all their work.

**CERTIFICATE OF APPROPRIATENESS**

**Resolution No. 89** - Mr. Johnson moved and Mr. Dulaney seconded a motion to issue a Certificate of Appropriateness for a sign at 1237 Liberty Street, as presented; to issue a Certificate of Appropriateness for paint and a replacement sign at 1256 Liberty Street, as presented; and to issue a Certificate of Appropriateness for siding, colors, and a fence at 919 Liberty Street, as presented. Motion passed unanimously.

**FOLLOW-UP FROM TRAILS TO ALES REQUEST - Resolution No. 90**

Mrs. Jamieson reported that City staff had met with Trails to Ales and R Bandana representatives on August 2 to discuss closure of the alleyway that connects their two buildings to accommodate a Wine & Beer Garden during Applefest® 2018.

On a trial basis for this year, staff recommends Council permit the closure and use of the alleyway from noon-6 PM on Friday & Saturday, **only** (October 5-6) of Applefest® with the following conditions and understandings:

- *That both building owners are in agreement.*
- *There will be controlled access at each end of the alley, with Trails to Ales being responsible for the access points, customer counts and ID checks. Controlled access must be easy to open should an emergency arise.*
- *It is understood that this particular alley receives relatively low pedestrian traffic from Parking Lot C to Liberty Street and vice versa. However, should there be a public outcry*

*from not being able to utilize the alleyway, it is understood that City Council will consider such public inconveniences in related or similar requests in the future.*

- *That R Bandana is not permitted to block emergency access from its interior door to the alleyway, which would lower its occupancy load to 49. Trails to Ales understands this as well and cannot block the door from opening onto the alley.*
- *The Wine & Beer Garden is limited to no more than 99 people, which is akin to regular building occupancy standards.*
- *Hours of alley closure are Noon-6 PM, on both Friday and Saturday.*
- *That no smoking will be permitted in the Wine & Beer Garden.*
- *Trails to Ales will be permitted to use standing tables.*
- *All cleanup of the alley and any trash produced will be the responsibility of Trails to Ales, and the alley must be cleaned up and opened by 6:15 PM on Friday and Saturday evenings.*
- *A proper insurance certificate naming the City of Franklin as an Additional Insured will be supplied by Trails to Ales.*
- *It is understood that the City Council will impose a user fee for private use of the public alley.*

Mr. Marshall ascertained that Trails to Ales would be responsible for monitoring the no smoking policy.

Mayor Baker then moved and Mr. Lyons seconded the motion, which passed 5-2, with Mr. Marshall and Mr. Johnson voting “no.”

#### **APPROVAL OF PROJECT ENGINEER FOR TRANSPORTATION ALTERNATIVES SET-ASIDE GRANT**

**Resolution No. 91** - Mrs. Jamieson reminded Council that the City had been awarded \$966,760 for much-needed improvements to the 1200 Block of Liberty Street. Specifically, the project will replace all the decorative lighting, the decorative concrete pavers, and some curbing and sinking tree and tree grates. It will also finance the re-painting and retro-fitting of the light ballasts at the 13<sup>th</sup> & Liberty Street corner. One of the requirements of receiving these monies was the City must cover the engineering and design and grant administration costs. The funding is coming from the Federal Highway monies and there are many complicated strings that an engineer will have to assist with. Because the grant involves street lighting, a Lighting Plan will also be required, which involves calculations of lumens.

Three firms submitted proposals for this project, which are still being reviewed. The firms are as following:

- Dawood Engineers, Canonsburg, PA      *Not to exceed \$91,000*
- Mackin Engineering Co., Pittsburgh, PA      *112,000 (but may exceed depending on PennDOT requirements)*
- The EADS Group, Clarion, PA      *Not to exceed \$136,900*

After reviewing the proposals, Mrs. Jamieson recommended giving conditional approval to Dawood Engineers of Canonsburg, PA for a contract to carry out the plan design, construction contract development, provide grant consultation assistance and perform the necessary Lighting Plan. Mr. Dulaney so moved. Mr. Johnson seconded the motion, which passed unanimously.

**FIRST READING - BILL NO. 4 - TRAFFIC CODE FOURTEENTH AND ELK STREET INTERSECTION**

**Resolution No. 92** - Mr. Spaid read Bill No. 4, "Traffic Code Fourteenth and Elk Street Intersection," in its entirety, into the record. Mr. Johnson moved and Mr. Lyons seconded a motion to pass on First Reading, Bill No. 4, "Traffic Code Fourteenth and Elk Street Intersection." Motion failed 3-4, with Mrs. Fletcher, Mr. Dulaney, Mr. Lyons and Mr. Mays voting "no."

**FIRST READING - BILL NO. 5 - PROPERTY MAINTENANCE CODE AMENDMENTS**

**Resolution No. 93** - Mr. Spaid read Bill No. 5, "Property Maintenance Code Amendments," in its entirety, into the record and explained, in detail, the changes that would be made. Mrs. Fletcher then moved and Mr. Mays seconded a motion to pass on First Reading, Bill No. 5, "Property Maintenance Code Amendments." Motion passed unanimously.

**FINAL READING - BILL NO. 2 - TRAFFIC CODE - ELK STREET AND TWELFTH STREET**

**Resolution No. 94** - Mr. Spaid read the title of Bill No. 2, "Traffic Code - Elk Street and Twelfth Street," into the record. Mr. Lyons moved and Mr. Dulaney seconded a motion to pass on Final Reading, Bill No. 2, "Traffic Code - Elk Street and Twelfth Street." Motion passed unanimously.

**SET PUBLIC HEARING FOR SHEETZ REQUEST - Resolution No. 95**

Mr. Marshall moved and Mr. Dulaney seconded a motion to schedule the Sheetz Public Hearing for Monday, September 10, 2018, at 7 PM, prior to the regular Council meeting. Motion passed unanimously.

**MILLER-SIBLEY IMPROVEMENTS PLANNING & DESIGN PROPOSALS - Resolution No. 96**

Mrs. Jamieson explained that in an effort to begin the process of making improvements to the Miller-Sibley Recreational Complex, it would be necessary to pull together design plans and costs to pursue grant monies. The Franklin Little League Association (LLA) has shown an interest in upgrading the restrooms at the concession stand and are willing to finance the project. Mrs. Jamieson contacted Mr. Amos Rudolph, who has done some preliminary layouts for the City at Miller-Sibley to see how much he would charge to begin work on designs and plans.

Mr. Rudolph submitted two (2) proposals. The first would be for revisions to the preliminary site plan of the complex and the development of budget numbers that can be used to approach funding sources at a cost of \$3,400. The second proposal was for developing

complete construction plans for the bathroom upgrades at the concession stand. The plans will ensure that the restrooms are ADA compliant and will address the lighting. Mr. Rudolph proposed a fixed cost for the architectural work of \$2,100, which Ms. Jamieson recommended splitting between the City and LLA. She indicated the City's cost for the contracts of \$4,450 could be paid for out of the Professional Building Account.

Mr. Dulaney moved and Mr. Johnson seconded a motion to pursue both proposals as submitted. Motion passed unanimously.

### **PARADE & PARK REQUESTS - Resolution No. 97**

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

- August 18, 2018 • Riverfront Park • Rock in River/Pennsylvania Stone Skipping Contest FFAC/City
- August 25, 2018 • Bandstand Park • Community of Practice Kick-off Event • Venango County MR/DS
- November 11, 2018 • Bandstand Park • WWI Name Memorial Dedication • Venango County Historical Society

Motion passed unanimously.

### **REPORTS**

#### **Manager**

- Reported a temporary speed hump had been installed in the 1300 block of Otter Street. If the residents believe it is helping, a permanent one can be installed.
- Thanked Mr. Lynn McMasters and PennDOT for increasing the pedestrian crossings by 11 seconds at Washington Crossing and Liberty Street.
- Reported the Franklin Mobility and Streetscape Improvements Project grant application had been submitted by the Crawford Area Transportation Authority (CATA) on the City's behalf. She reminded the Council this project would involve the replacement of the gazebo bus shelter on Buffalo Street and its connection with Liberty Street via an improved alley and walkway. Ms. Jamieson thanked the CATA for its hard work.
- Reported Terra Works has begun some water line replacement projects in Franklin on Elm and 12<sup>th</sup> Street, afterwards they will work in Rocky Grove. Mrs. Jamieson explained the work is being done for the General Authority, however, the City will coordinate some of its paving along with it.
- Ms. Boughner reported that the Bicycle-Friendly application had been submitted and thanked all of those persons who had helped.
- Will need an executive session to discuss personnel and negotiations.

**Solicitor** - no report.

**Mayor • Appointments** - none.

**COUNCIL REPORTS**

**Mayor Baker** - no report.

**Mr. Johnson**

- Stated his concerns with a line of sight issue at the intersection of Center & Grant Streets. Mrs. Jamieson will discuss this area with City staff.

**Mr. Dulaney** - no report.

**Mr. Marshall**

- Would need to discuss a personnel matter in Executive Session

**Mrs. Fletcher**

- Advised that Ms. Eckelberger had taken her on a tour of the incubator and she was very impressed. Ms. Eckelberger offered to take other members on a tour if they wished.

**Mr. Lyons**

- Was impressed with the number of good businessmen on the F.I.C.D.A. board.

**Mr. Mays** - no report.

**EXECUTIVE SESSION - Resolution No. 98**

Mr. Dulaney moved to enter into executive session at 8:24 PM to discuss personnel and negotiations. Mr. Johnson seconded the motion, which passed unanimously. The executive session ended at 8:44 PM.

**ANY OTHER BUSINESS** - none.

**ADJOURNMENT**

There being no further business to come before the Council at this time, the meeting was adjourned at 8:45 PM.

Respectfully submitted,

Darla Hawke, Recording Secretary