

REGULAR COUNCIL MEETING
September 12, 2016

Members Present: Douglas Baker, Mayor
Donna Fletcher, Deputy Mayor
James Johnson
Samuel Lyons
James Marshall

Members Excused: Jane Dlugos
Ryan Rudegeair

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
Harmony Motter, Finance Director
Sheila Boughner, Community Development Director
Charles Gibbons, Code Enforcement/Zoning Officer
Darla Hawke, Recording Secretary
Pam & Randy Richards, 1130 Buffalo Street
Cory Masterson, 1327 Liberty Street
Tom Surman, Vantage, 1283 Liberty Street
Ed Bottegal, Kiwanis Club
James Schoch, contractor for 1130 Buffalo Street
Ann & Marty Rudegeair, General Authority Members
Marissa Dechant, Explore Venango
Jon Haag, Venango Newspapers, Inc.

Mayor Baker called the meeting to order at 7:02 PM.

[Mechanical Reading of Bill #5, "Uniform Construction Code," started at 7:03 PM and ended at 7:20 PM.]

ADOPTION OF AGENDA - Resolution No. 140

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

APPROVAL OF MINUTES - Resolution No. 141

Mrs. Fletcher moved to approve the minutes of the public hearing of August 1, 2016, as presented; the minutes of the regular meeting of August 1, 2016, as presented; and the minutes of the special meeting of August 15, 2016, as presented. Mr. Johnson seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 142

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

CITIZENS' INQUIRIES - none.

CERTIFICATE OF APPROPRIATENESS

Resolution No. 143 - Mayor Baker moved and Mr. Lyons seconded a motion to issue Certificates of Appropriateness for exterior renovations at 1327 Liberty Street, as presented; and for replacement of a door at 1283 Liberty Street, as presented. Motion passed unanimously.

Resolution No. 144 - Mrs. Fletcher moved and Mr. Johnson seconded a motion to issue a Certificate of Appropriateness for renovations to the Kiwanis Mural at 1272 Liberty Street, as presented, including restoring of the logo and striping. Motion passed unanimously.

Resolution No. 145 - Mr. Schoch, contractor for the property owner, requested Council consider approval to use a white vinyl railing on the "to-be-enlarged" porch, as opposed to cream color (recommended by HARB) due to the fact it would add \$700 to the cost. Mr. Schoch indicated that there were several homes in the neighborhood with white railings. Mr. Marshall moved and Mr. Johnson seconded a motion to issue a Certificate of Appropriateness for a new porch and paint at 1130 Buffalo Street, as presented, with an amendment allowing white vinyl railing. Motion passed unanimously.

PRESENTATION OF 2015 GENERAL AUTHORITY AUDIT

Mr. Marty Rudegeair, General Authority Treasurer, presented the 2015 General Authority audit. He advised that the audit will show what projects the General Authority have been doing and how they are doing them. Mrs. Ann Rudegeair, General Authority Chairwoman, passed out 1-page copies of the Capital Funds Report for Water & Sewer, dated September 8, 2016. She and Mrs. Motter were able to condense the financial reports and projects into an easy-to-read report. (Should Council opt to receive monthly copies, they should contact the Finance Director.) She reported that creating various reserves for projects around the City has allowed the Authority to avoid crises. She also announced that, in addition, the Authority has been able to self-fund a number of projects that had been considered for 3rd party financing.

She then requested the City partner in two grant applications. One project would attempt to reduce overflow from storms, specifically in the area of 13th to 16th Streets and over to Franklin Heights. The grant would be for \$40,000 and a total project cost of \$45,000. The second project would help fund the the Wastewater Treatment Plant's new Supervisory Control & Data Acquisition System (SCADA) for approximately \$400,000. She informed the Council that the Authority has received bids for the SCADA Project, but put the bid award on hold, to see if they would be successful at getting grant financing. Either way, she informed Council the SCADA Project is expected to be finished in 2017.

Mayor Baker thanked Mr. and Mrs. Rudegeair and the General Authority as a whole for all their work.

APPROVAL OF 2016 CDBG PROGRAM APPLICATION - Resolution No. 146

Ms. Boughner recommended the following projects be approved for the 2016 CDBG Program application submission: Street Improvements - \$122,033; Demolition - \$50,000; Architectural barrier removal on first floor of City Hall - \$51,793; and Administration - \$49,132, for a total of \$272,958 (the 2016 allocation). Mrs. Fletcher moved to approve the CDBG Resolution, authorizing the submission of the 2016 CDBG Application, as presented. Mr. Lyons seconded the motion, which passed unanimously.

APPROVAL OF FRANKLIN FAMILY OF FUNDS AGREEMENT - Resolution No. 147

Mr. Johnson moved to approve the Agreement between the City of Franklin and Venango Area Community Foundation (an affiliate of Bridge Builders Community Foundations) creating the "City of Franklin Family of Funds." Mrs. Fletcher seconded the motion, which passed unanimously. This will provide a conduit for donations for different projects that will be undertaken by the City, with no administrative cost to the City.

AWARD BID: DUMP TRUCK SALE • APPROVE LOAN - Resolution No. 148

Reminding the Council of the need for purchasing a new large dump truck for the Street Department. Mrs. Jamieson shared the quotes for the components of the truck (chassis, dump bed, hydraulics, lights, spreader, tarp system and vibrator) totaling \$130,675.60, which can be purchased through the COSTARS Program. The high bid received through the Municibid Program for the old 1990 International dump truck was \$4,500. If this bid is accepted, after applying this amount to the purchase price and adding \$1,175 to it, the City would need to borrow \$125,000. If the City keeps the borrowing at or under this amount, the City would not have to get DCED approval for the loan.

Mayor Baker moved to accept the high bid of \$4,500 for the City's 1990 dump truck; approve the purchase of the new International dump truck, with the selected options, at a cost of \$130,675.60; and to accept the 5-year bank loan for \$125,000, from First United National Bank at an interest rate of 2.5% with annual payments of approximately \$27,000. Mr. Johnson seconded the motion, which was approved unanimously. Mrs. Jamieson noted that these payments would be made through the Liquid Fuels Fund.

MINIMUM MUNICIPAL OBLIGATION

Mrs. Jamieson informed the Council of the Minimum Municipal Obligation figures for 2017. They are as follows: Police - \$171,147 • Firemen - \$162,897 • Non-Uniformed - \$145,847 for a total of \$479,891.

ESTABLISH HALLOWEEN HOURS - Resolution No. 149

Mrs. Fletcher moved to establish 6-8 PM, on October 31, 2016, as the Trick-or-Treat hours for the City of Franklin. Mr. Marshall seconded the motion, which passed unanimously.

PARADE & PARK REQUESTS - Resolution No. 150

Mrs. Fletcher moved and Mr. Lyons seconded a motion to approve the following requests:

- October 1, 2016 • Fountain Park • Jackie Thureau • Wedding
- October 9, 2016 • Fountain Park • Annual Duck Race • Easter Seals
- October 13, 2016 • Elk Street, South Park, Liberty Street (West Park to Otter Street to Central Elementary School) • Franklin Area School District • Homecoming Parade
- October 31, 2016 • Bandstand Park • City of Franklin • Costume Judging/Treat Bags

Motion passed unanimously.

REPORTS

Manager

- Traffic Light Pole Update: Advised the fallen light and mast arm pole has been removed from the 1200 block of Liberty Street. Its replacement is being coordinated with PennDOT, since they have the right-of-way when it comes to road work on Liberty Street. Since the pole was steel and had not been galvanized it corroded, which is not covered by the City's insurer. She does not yet have a cost on the new pole, but it will include a new traffic signal control box at an additional cost of approximately \$10,000.

In light of this incident, on Sunday, a metals engineer from Indiana evaluated the downtown decorative light poles that are steel. Street Department crews lifted bases on 60 poles, including the corner mast arm poles. The mast arm poles look adequate; however, 4 twin light poles were severely corroded and 3 have already been removed for public safety purposes. (The aluminum poles in the 1300 block of Liberty Street did not have to be evaluated since they won't corrode.)

The City is now waiting on the engineer's report to determine where to go from here. She anticipates eventually replacing all the poles with ones that are easier to maintain, probably reduce the number of them, and put in energy-efficient LED ballasts when they are replaced. She will be looking at grant funds and probably CDBG funds, since this would be considered a Slums and Blight type of situation, especially where the public safety is concerned.

- Downtown Curb Cuts Project: During the initiation of this project, it was discovered that the underground vault in front of the Vantage Building had shown accelerated deterioration. Over time, trucks have cut the corner in that location and water from a catch basin on the radius has caused deterioration of the rebar and concrete in the beam underneath the sidewalk. This has necessitated some shoring up of the other beams and blocking up and filling in at least part of the vault. Since the curb cuts are being replaced, this matter needs to be addressed now. (She noted any future problems with the vault portions of the building will be the responsibility of the owner.) Additional costs to the project will also come from the PennDOT requirement that the curb cuts be brought up to ADA standards at West Park and Liberty Streets, as the tolerances are off for those when it was completed in 2014.

- Professional Building Lot Sale: Advertising for the property will be in the newspaper on Wednesday, with proposals for the lot due by September 29, in time for review and award at the October meeting.
- Pavings Project Update: Advised milling was done today on Otter and 12th Streets, and the 14th Street milling will be done tomorrow. She expects paving to take place next week.
- Myrtle Street Update: Ms. Boughner showed Council pictures of the area and informed them that the final walk-through would be tomorrow.
- Third Street Water Line Update: Should be completed by the end of the day.
- 1300 Block Liberty Sewer Project Update: Should be completed by tomorrow.
- Resolution No. 151 - Oil Region Alliance Request: Mayor Baker moved and Mr. Lyons seconded a motion to recommend appointment of Mr. Johnson to the Oil Region Alliance Board. Motion passed unanimously.
- Will need an executive session to discuss negotiations.

Solicitor

- Resolution No. 152 - Mr. Spaid read Bill #4, "Designation of EMS," in its entirety. Mr. Marshall moved and Mr. Johnson seconded a motion to pass on First Reading, Bill #4, "Designation of EMS." Motion passed unanimously.
- Resolution No. 153 - Mr. Spaid advised that Bill # 5, "Uniform Construction Code," had been mechanically read, in its entirety, at the beginning of the meeting. Mr. Spaid explained the changes that would be effected by the amendment. Mrs. Fletcher then moved and Mr. Lyons seconded a motion to pass on First Reading, Bill #5, "Uniform Construction Code." Motion passed unanimously.
- Resolution No. 154 - Mr. Spaid requested a Public Hearing be held at 7 PM, on November 14, 2016, for the purpose of Bill #5, "Uniform Construction Code." Mr. Lyons so moved. Mrs. Fletcher seconded the motion, which passed unanimously.

Mayor • Appointments - none.

COUNCIL REPORTS

Mr. Marshall

- Was asked by a constituent, if Council could prevent the homeless shelter from being placed in the 1200 block of Liberty Street. Mr. Spaid noted that he had disagreed with the interpretation of the Code Enforcement Officer allowing the shelter under a non-conforming use; however, since the decision has already been made, City Council (or someone else with standing) would have to challenge his decision. Mr. Marshall noted that he did not wish to see Council appeal the decision, however that would not prevent someone else from doing so. Mrs. Fletcher advised she felt people were getting excited about something that hasn't even happened yet, with several members echoing same.

Mrs. Fletcher

- Advised the Code Enforcement Officer there was a line-of-sight problem when exiting the alley next to Sheetz onto Buffalo Street. This will be referred to the proper personnel.

Mr. Lyons

- Noted, that starting next week, people would be permitted to turn left on a red light should they feel the light is broken. He felt this action could cause problems.

EXECUTIVE SESSION - Resolution No. 155

Mr. Marshall moved to enter into executive session at 8:19 PM to discuss negotiations. Mr. Lyons seconded the motion, which passed unanimously. The executive session ended at 8:35PM.

ANY OTHER BUSINESS - none.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 8:35 PM.

Respectfully submitted,

Darla Hawke, Recording Secretary