

REGULAR COUNCIL MEETING
October 1, 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
Jason Ruggiero, County of Venango
Josh Sterling, County of Venango
Jessica Rudegeair, Oil Region Library Association
Dan Flaherty, Oil Region Library Association
Grant Shaffer, Sheetz, Inc.
Ashley Smith, 1346 Elk Street
Zoe Oakes, Oil Region Library Association
Marissa Dechant, Venango Newspapers, Inc.

Mayor Baker called the meeting to order at 7:04 PM.

ADOPTION OF AGENDA - Resolution No. 117

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

APPROVAL OF MINUTES - Resolution No. 118

Mr. Dulaney moved to approve the minutes of the public hearing of September 10, 2018, as presented, and the minutes of the regular meeting of September 10, 2018, as presented. Mr. Johnson seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 119

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

CITIZENS' INQUIRIES

Mr. Flaherty, representing the Oil Region Library Association, was in attendance to ask the Council to consider raising the amount of funding given to the Franklin Public Library. He explained that capital improvements to the building have been costly to maintain and noted this year the Library has secured the necessary funding to complete a main roof replacement for \$91,000. In the past decade, the Library has spent over \$131,000 to replace boilers, update windows and lighting, roof repairs/replacements, new AC units and a kitchen remodel. He reported that State standards dictate a minimum of \$5/capita donation, with Franklin residents currently paying roughly \$2/capita when accounting for the City and school district contributions. With this in mind, Mr. Flaherty is asking the City to consider increasing its annual support to the Library by \$15,000 to \$25,000 annually in order to meet State minimum requirements and inch closer to the statewide average of approximately \$30. He noted that the City's support is important to the success and daily operations of the Library and all monies received from the City are earmarked specifically for costs incurred through the Franklin Public Library only. He added, they do appreciate the support and dedication to the Library that Council has shown in the past and are grateful for the positive relationship. Mayor Baker advised Mr. Flaherty the Council would consider his request during its 2019 budget discussions.

CERTIFICATE OF APPROPRIATENESS

Resolution No. 120 - Mrs. Fletcher moved and Mr. Lyons seconded a motion to issue a Certificate of Appropriateness for an addition to the Sheetz, Inc. Building, located at 1107 Liberty Street, as presented. Motion passed unanimously.

Resolution No. 121 - Mr. Dulaney moved and Mrs. Fletcher seconded a motion to issue a Certificate of Appropriateness to replace a front porch at 825 Liberty Street, as presented. Motion passed unanimously.

JOSH STERLING PRESENTATION OF HOME GRANT - Resolution No. 122

Mr. Sterling, representing the Venango County Planning Commission, explained the purpose of the HOME Investment Partnership Program was to provide funding to grantees for affordable housing-related activities, including rehabilitation assistance for low- and moderate-income families. He explained that the County of Venango has authorized the filing of an application for \$300,000 in HOME Program funds with the Department of Community and Economic Development (DCED) for the rehabilitation of eligible owner-occupied homes in the City of Franklin. Mrs. Jamieson explained that the City would assist the County with the housing inspections, work write-ups, intake of applicants and income verification to see that the program is successfully implemented. Mr. Dulaney moved and Mr. Mays seconded a motion to support Venango County's FFY-2018 HOME Grant Application for eligible owner-occupied home rehabilitation projects within the City, and a dedication of staff time that may be considered as an in-kind local match of an amount approximating \$5,000. Motion passed unanimously.

APPROVAL OF 2018 CDBG PROGRAM APPLICATION - Resolution No. 123

Mrs. Boughner requested Council approve the following projects for submission in the FY-2018 CDBG Application:

• Street Improvements.....	\$115,00
Milling and paving the 1200, 1300 and 1400 blocks of Otter Street	
• Sidewalks and Curb Ramps.....	95,000
As needed, in the 1400 and 1200 blocks of Otter Street	
• Demolition.....	32,925
Possible sites include 1327 Eagle Street and 317 Erie Street	
• Administration (18%).....	53,324
TOTAL	\$296,249

Mr. Lyons moved and Mr. Johnson seconded a motion to approve the FFY2018 Community Development Block Grant application as proposed. Motion passed unanimously.

RE-DESIGNATION OF SECTION 504 OFFICER - Resolution No. 124

Mr. Marshall moved and Mr. Lyons seconded a motion to re-designate City Manager Tracy Jamieson as the City’s Section 504 officer. Motion passed unanimously.

ESTABLISH 2019 MEETING DATES - Resolution No. 125

Mr. Dulaney moved and Mr. Johnson seconded a motion to approve the first Monday of each month @ 7 PM as the 2019 City Council meeting dates, with the following exceptions: September and November, when the meetings will be held the second Monday. Motion passed unanimously.

PARADE & PARK REQUESTS - Resolution No. 126

Mr. Johnson moved and Mr. Mays seconded a motion to approve the following request: October 31, 2018 • 1200 block of Liberty Street • “Trick-or-Treat on Liberty Street” • City of Franklin. Motion passed unanimously.

REPORTS

Manager

- Reported that all the City’s paving is complete for the year.
- Reported the Street Department has completed the installation of a new bus shelter in front of Shop N Save. She noted the shelter was donated by the CATA organization and the City supplied the manpower and concrete to install it.
- Reported City crews have also installed a new shelter over a parking kiosk in Lot C, which will, hopefully, reduce glare on the screen and provide cover from bad weather.

- Reported the Fire Department will be collecting funds to participate in the “Coats for Kids Program, which will help provide warm winter coats to school age children in Franklin.
- Reported the Police Department is holding a “No Shave November” where any officer that wants to grow facial hair throughout the month may do so, as long as they raise a minimum of \$100. The funds raised will go to Jamie’s Kids, which is a local non-profit that provides supplies needed for school age children. Come December 1, the facial hair will be gone!
- Reminded Council the Applefest® Mixer is on Wednesday.
- Will need an executive session to discuss negotiations.

Solicitor

- Will need an executive session to discuss potential litigation.

Mayor • Appointments - Resolution No. 127

Mayor Baker moved to appoint Reinaldo D. Santiago to the Commission to Remember Our Heroes. Mr. Marshall seconded the motion, which passed unanimously.

COUNCIL REPORTS

Mayor Baker - no report.

Mr. Johnson - no report.

Mr. Dulaney - no report.

Mr. Marshall

- Advised he would visit Hartle Dental, LLC and advise Dr. Hartle that City Council does not make the decision of whether or not to put fluoride in City water.
- Due to health problems, is not sure he will be able to walk in the Light-Up Night parade.

Mrs. Fletcher

- Reported J-M is painting the outside of its building.

Mr. Lyons - no report.

Mr. Mays

- Reported the construction work done on the railroad tracks turned out very well.

EXECUTIVE SESSION - Resolution No. 128

Mayor Baker moved to enter into executive session at 7:35 PM to discuss potential litigation and negotiations. Mr. Dulaney seconded the motion, which passed unanimously. The executive session ended at 7:54 PM.

ANY OTHER BUSINESS - none.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 7:54 PM.

Respectfully submitted,

Darla Hawke, Recording Secretary