

REGULAR COUNCIL MEETING  
October 3, 2016

Members Present: Douglas Baker, Mayor  
Jane Dlugos  
Donna Fletcher, Deputy Mayor  
James Johnson  
Samuel Lyons  
James Marshall  
Ryan Rudegear (arrived @ 7:21 PM)

Members Excused: None.

In Attendance: Tracy Jamieson, City Manager  
Brian Spaid, Esq., City Solicitor  
Harmony Motter, Finance Director  
Darla Hawke, Recording Secretary  
Angela Shields, McGill, Power, Bell & Associates  
Matt Beith, 324 - 16<sup>th</sup> Street, HARB representative  
Ally-Karen Miller, Miller-Sibley Pool Manager  
George Singh, 1421 Liberty Street (Quality Inn & Conference Center)  
Jon Haag, Venango Newspapers, Inc.  
Marissa Dechant, Explore Venango

Mayor Baker called the meeting to order at 7 PM.

ADOPTION OF AGENDA - Resolution No. 156

Mrs. Jamieson requested Item #10, "Consideration of Land Purchase Proposals," be moved to Item 15A. Mrs. Fletcher moved to approve the agenda, as amended. Mr. Johnson seconded the motion, which passed unanimously (6-0).

APPROVAL OF MINUTES - Resolution No. 157

Mr. Lyons moved to approve the minutes of both the public hearing and the regular meeting held on September 12, 2016, as presented. Mr. Johnson seconded the motion, which passed unanimously (6-0).

PAY THE BILLS - Resolution No. 158

Mrs. Fletcher moved to pay the bills as presented. Mrs. Dlugos seconded the motion, which passed unanimously (6-0).

CITIZENS' INQUIRIES - none.

CERTIFICATE OF APPROPRIATENESS

Resolution No. 159 - Mrs. Fletcher moved and Mrs. Dlugos seconded a motion to issue Certificates of Appropriateness for windows replacement at 1331 Otter Street, as presented;

a sign request for 1327 Liberty Street, as presented; for roof replacement at 1421 Liberty Street, as presented; for windows & door replacement at 1333 Buffalo Street, as presented; and a vinyl decal sign at 1252 Liberty Street, as presented. Motion passed unanimously (6-0).

Resolution No. 160 - After noting that no one was present at either the HARB meeting or at tonight's meeting regarding the following requests: Mayor Baker moved and Mr. Lyons seconded a motion to deny Certificates of Appropriateness for awnings at 1259 Liberty Street and for a sign at 1235 Liberty Street. Motion passed unanimously (6-0).

Mr. Marshall advised Mr. Beith, a member of the Historic & Architectural Review Board (HARB), that Council values their opinions and wanted to thank them for their service. He noted that the times Council has disagreed with the Board were "few and far between." Mr. Beith noted HARB understands the importance of both its board and the Council and he feels more communication expressing their (HARB) sentiments when declining a request should be given to the Council. Mrs. Jamieson advised there was concurrence from HARB members that holding a workshop might be beneficial for applicants of projects that will take more time and effort due to the project's historical attributes.

#### PRESENTATION OF 2015 AUDIT

Mrs. Shields, of McGill, Power, Bell & Associates, presented an overview of the firm's independent audit of the City's 2015 finances. She reported the audit resulted in a clean opinion, indicating the City's financial statements present fairly, in all material respects, the City's financial position for the year and there were no significant deficiencies.

She reported the financial statements for the 2015 General Fund include total revenues of \$4,902,611; total expenditures of \$5,203,611; and a deficit of \$80,144 (down from last year's amount of \$363,133) that was taken from the fund balance. The fund balance began the year with \$2,232,094 and ended the year with \$2,151,950.

She also reported on the pension plans as of January 1, 2015 (the date of the most recent actuarial report) show market value of plan assets as: Police - \$8,261,797; Fire - \$3,680,044; and Non-Uniform - \$8,001,799. She advised the Council that audit reports for fiscal years ending 2013, 2014 and 2015, were available at the City's Finance Department.

#### 2016 POOL REPORT

Mrs. Miller reported that the pool was open 91 days this summer with an average daily attendance of 45 persons. 175 children participated in the free community swim lessons and 140 adults participated in the free community exercise classes throughout the week. She thanked the efforts of the "Friends of Miller-Sibley Pool," which enabled the purchase of a new drink cooler, hotdog cooker and remodeling of the concession stand area. Mr. Marshall asked if there was any other projects needing done at the pool. Mrs. Miller advised she would like to see the inside of the locker rooms fixed up and a sound system added so that participants can listen to music while swimming and during pool parties thrown by the staff. Council thanked Mrs. Miller and her staff for a job "well-done."

FINAL READING - BILL NO. 4 - EMS DESIGNATION - Resolution No. 161

Mr. Spaid read the title of Bill No. 4, "EMS Designation," into the record. Mr. Marshall moved and Mr. Lyons seconded a motion to pass on Final Reading, Bill No. 4, "EMS Designation." Motion passed unanimously (7-0).

ESTABLISH 2017 MEETING DATES - Resolution No. 162

Mr. Rudegear moved and Mrs. Dlugos seconded a motion to approve the first Monday of each month @ 7 PM as the 2016 City Council meeting dates, with the following exceptions: January, July, September and November, when the meetings will be held the second Monday. Motion passed unanimously.

PARADE & PARK REQUESTS - Resolution No. 163

Mrs. Dlugos moved and Mr. Lyons seconded a motion to approve the following request: September 9, 2017 • Bandstand Park • DukeFest. Motion passed unanimously.

Manager's Report

- Showed a picture of the solution staff has used for the traffic light pole that had fallen on Liberty Street in August. She advised the Council, while street department workers were using wire brushes to clean off other light poles, they discovered a few more would need to be removed. Mrs. Jamieson noted a long-term plan of reducing the number of poles and replacing them with galvanized poles and energy efficient lights would be her goal.
- Will need an executive session to discuss land negotiations.

Solicitor's Report

- Will need an executive session to discuss land negotiations

Mayor • Appointments - none.

COUNCIL REPORTS:

Mr. Johnson

- Advised he had received a complaint regarding parking spaces on Elk Street in front of the Courthouse Annex being too close to the crosswalk. Mr. Rudegear asked that measurements be taken to ensure they were legally spaced.

Mr. Lyons

- Congratulated Mrs. Jamieson on the birth of her grandson.

EXECUTIVE SESSION - Resolution No. 164

Mr. Rudegear moved to enter into executive session at 7:50 PM to discuss land negotiations. Mr. Marshall seconded the motion, which passed unanimously. The executive session ended at 8:05 PM.

CONSIDERATION OF LAND PURCHASE PROPOSALS - Resolution No. 165

A motion was made by Mr. Rudegear and seconded by Mr. Johnson to accept the proposal from Family Service & Childrens Aid Society to purchase the Spruce Street lot in the amount of \$26,475, subject to agreeable terms dealing with ingress, egress and regress, and parking issues, as determined by the City Manager and the City Solicitor. Motion passed unanimously.

ADJOURNMENT

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

Respectfully submitted,

Darla Hawke, Recording Secretary