

REGULAR COUNCIL MEETING
Nov. 14, 2016

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

Members Excused: Jane Dlugos

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
Chuck Gibbons, Code Enforcement
Sheila Boughner, Community Development Director/ Recording Secretary
Harmony Motter, Finance Director
Jon Haag, Venango Newspapers, Inc.
Marissa Dechant, Explore Venango
Paul Bell, Highland Park Drive, Cooperstown
Jodi Baker Lewis, Franklin Area Chamber of Commerce
Gerritt Rex, GRex Wireless
Jim Williams, Franklin Area Chamber of Commerce
Matt Caldwell, Caldwell Signs

Mayor Baker called the meeting to order at 7:11 p.m.

ADOPTION OF AGENDA - Resolution No. 166

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

APPROVAL OF MINUTES - Resolution No. 167

Mr. Lyons moved to approve the minutes of the regular meeting of Oct. 3, 2016, as presented. Mr. Johnson seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 168

Mr. Rudegeair moved to pay the bills as presented. Mrs. Fletcher seconded the motion, which passed unanimously.

CITIZENS' INQUIRIES

Speaking on behalf of the Applefest Core Committee, Jim Williams said he and Franklin Area Chamber of Commerce executive director Jodi Baker Lewis were there to publicly thank the City for helping to put on another successful Applefest. He said the festival is "living proof" of what the public and private sectors can do when they work together.

Williams presented Council with a check to help defray the cost of the City's expenses related to Applefest.

CERTIFICATE OF APPROPRIATENESS

Resolution No. 169 – Mr. Rudegair moved and Mr. Lyons seconded a motion to issue a Certificate of Appropriateness for a sign for Film Fest video at 1235 Liberty St. as presented. Motion passed unanimously.

Resolution No. 170 – It was noted that this sign, proposed for GRex Wireless at 1217 Liberty St., did not receive HARB's recommendation for approval. At its meeting the HARB board raised questions about the size and coloring of the sign.

At the Council meeting Mr. Rex said the point of the sign is to let people know where the business is located and what it does.

Mr. Lyons moved and Mr. Johnson seconded a motion directing Mr. Gibbons to work with Mr. Caldwell of Caldwell Signs to arrive at acceptable signage for the windows at 1217 Liberty St. Motion passed unanimously.

AWARD TAX ANTICIPATION NOTE – Resolution No. 171

Mr. Rudegair moved to award the bid for a six-month tax anticipation note in the amount of \$450,000 to First United National Bank, the lowest of five bidders, at .98% interest. Mr. Marshall seconded the motion, which passed unanimously.

FINAL READING – BILL NO. 5 – UNIFORM CONSTRUCTION CODE AMENDMENTS – Resolution No. 172

Mr. Spaid read the title of Bill No. 5, "Uniform Construction Code Amendments. Mr. Marshall then moved and Mr. Lyons seconded a motion to pass the bill on Final Reading.

The vote ended in a tie and the motion was defeated, with Mr. Johnson, Mr. Lyons and Mr. Marshall voting in favor and Mrs. Fletcher, Mr. Rudegair and Mr. Baker voting against.

Mr. Baker said Council can revisit the ordinance and address the parts that are objectionable.

BUDGET MESSAGE

In her budget message, Mrs. Jamieson proposed a 2017 General Fund Budget of \$5,040,800, an amount that is down about \$6,000 from the City's 2016 budget. The proposed 2017 budget includes no cuts in staff or services and maintains the real estate tax rate at 11.3 mills. Non-personnel expenditures in the proposed budget include a new SUV for the Police Department, up to two new mowers for the Street Department, depending on the cost, a new fire hose and the annual payment on the aerial ladder truck for the Fire Department. The Street Department will also receive a new dump truck, financed over the next five years with Liquid Fuels funds. Mrs. Jamieson also outlined capital projects for the coming year including: the completion of the Franklin Safety & Accessibility Project upgrading curb cuts in the 1200 block of Liberty Street; \$475,000 in street paving funded by CDBG and Liquid Fuels; a handicapped accessibility project at 12th and Liberty (funded by Liquid Fuels); and accessibility improvements to the Miller Sibley bathhouse (funded by CDBG allocations by the City and Sugar creek Borough).

FIRST READING – BILL NO. 6 – BUDGET - Resolution No. 173

Mr. Spaid read Bill No. 6, "Budget," in its entirety, into the record. Mrs. Fletcher moved and Mr. Lyons seconded a motion to adopt on First Reading, Bill No. 6, "Budget." Motion passed unanimously. Prior to the vote Mr. Baker complimented Mrs. Jamieson and her staff, observing that the time and effort devoted to the budget were apparent, and general discussion ensued on some of the details of the budget.

FIRST READING – BILL NO. 7 – REAL ESTATE TAX - Resolution No. 174

Mr. Spaid read Bill No. 7, "Real Estate Tax," in its entirety, into the record. Mr. Marshall moved and Mr. Johnson seconded a motion to adopt on First Reading, Bill No. 7, "Real Estate Tax." Motion passed unanimously.

FIRST READING – BILL NO. 8 – EARNED INCOME TAX - Resolution No. 175

Mr. Spaid read Bill No. 8, "Earned Income Tax," in its entirety, into the record. Mr. Marshall moved and Mr. Lyons seconded a motion to adopt on First Reading, Bill No. 8, "Earned Income Tax." Motion passed unanimously.

ESTABLISH BUDGET PUBLIC HEARING – Resolution No. 176

Mr. Lyons moved and Mr. Rudegeair seconded a motion to establish a Public Hearing to discuss the budget prior to the next regular Council meeting, scheduled for 7 p.m. on Dec. 5, 2016. Motion passed unanimously

FRANKLIN SAFETY & ACCESSIBILITY PROJECT CHANGE ORDER – Resolution No. 177

Mr. Johnson moved and Mrs. Fletcher seconded the motion for approval of a change order increasing the contract with Blue Rock Construction by \$11,548.44 for the Franklin Safety & Accessibility Project, an ADA curb ramp project in the 1200 block of Liberty Street. Additional work was required after it was discovered that two roof beams in Vantage Health Care's basement vault were deteriorating. A portion of the vault beneath the sidewalk was blocked off and filled with flowable fill. Motion passed by unanimous vote.

The curb-ramp upgrades at mid-block are on hold as the City works with PennDOT officials to determine if the existing concrete foundation for the light pole that fell down in early September is adequate for re-use.

MYRTLE STREET PROJECT CHANGE ORDER – Resolution No. 178

Mr. Rudegeair made a motion and Mr. Johnson seconded the motion to approve two change orders to the contract with Protech Asphalt Maintenance Inc. of New Castle for the Myrtle Street Infrastructure Project, which included new water and sewer lines and paving in the 1300 block of Myrtle Street. Change Order # 1 includes additional charges of \$10,251.50 for locating the water line, adjusting the location of the water and sewer lines and building a set of steps. The project quantities came in under budget, and Change Order # 2 is a reconciliation of the actual unit quantities, which reduced the overall contract amount by \$27,082.54, resulting in a total contract amount of \$288,244.77. Motion passed unanimously.

CDBG MODIFICATIONS – Resolution No. 179

Ms. Boughner advised Council that \$41,488.14 remains in the FY-2013 CDBG Program and \$139,603.82 is left over in FY-2014, and she recommended that the funds be devoted to upgrades to Sassafras Street, which will likely require a retaining wall similar to the one put in on Myrtle Street.

As Sassafras Street was already included in the list of street improvement projects approved for FY-2013, and a budget revision will be needed to distribute those funds by street and direct the funds that remain to the Sassafras project. Because Sassafras was not previously included in the FY 2014 Program, it will have to be modified to include the Sassafras project, a step that requires a public hearing.

Mr. Rudegeair moved and Mr. Johnson seconded a motion to submit the budget revision request for FY-2013 and schedule a public hearing prior to the Council meeting on Dec. 5 on a Modification of the City's FY-2014 CDBG Program to include street improvements on Sassafras Street. Motion passed unanimously.

PARADE & PARK REQUESTS -- Resolution No. 180

Mr. Lyons moved and Mr. Johnson seconded a motion, which Council passed unanimously, to approve the following requests:

- Nov. 19, 2016, various streets and Fountain Park, City of Franklin and Franklin Fine Arts Council, Light-Up Night
- Aug. 5-6, 2017; east side of West Park Street, Fountain Park, Liberty Street sidewalks; DeBence Antique Music World; Organ Grinders Rally

MANAGER'S REPORT

- **Resolution No. 181** – Informed Council that sealed bids were received for two pieces of Street Department equipment after they were advertised in the classifieds. Mrs. Fletcher moved and Mr. Lyons seconded a motion to award the bid for a Case backhoe rim and tire to Bill Houser in the amount of \$301 and for a Herd Sure feed tractor spreader to Al Wodzianski in the amount of \$451. Houser and Wodzianski submitted the only bids on the items. No bids were received for two hopper salt spreaders, and the motion also included Council approval to dispose of the salt spreaders in the best manner possible. Motion passed unanimously.
- **Resolution No. 182** – Informed Council that the City received three quotes from area suppliers of anti-skid for the 2016-17 winter season. Mrs. Fletcher moved and Mr. Marshall seconded a motion to approve the purchase of anti-skid for the coming season from Hasbrouck Sand and Gravel Inc. of Titusville for the price of \$8.99 a ton. Hasbrouck submitted the low quote, which is 46 cents less per ton than last year's price.
- **Resolution No. 183** – Advised Council of end-of-the-year sales on playground equipment and reminded Council of the \$8,900 grant the City received from Bridge Builders in August for playground improvements. Mrs. Fletcher moved and Mr. Rudegeair seconded a motion to take advantage of the clearance sale and purchase a playset for 15th Street Playground using the funds from Bridge Builders to pay for the majority of the purchase. Motion passed unanimously.

- Requested an executive session for the purposes of discussing negotiations and potential litigation.

SOLICITOR'S REPORT

- **Resolution No. 184** -- Advised that the City would need to consent to the sewer service agreement between the Franklin General Authority and Sugarcreek Borough. Mr. Rudegeair moved and Mrs. Fletcher seconded a motion to approve the sewer service agreement. Motion passed unanimously.
- Requested an executive session to discuss items relating to negotiations.

Mayor-Appointments

- Mayor Baker said he had no appointments but would have many for the December meeting.

COUNCIL REPORTS

Mayor Baker

- Noted that Light-Up Night would be held Saturday.

Mr. Johnson

- Returned to the topic of the pedestrian crossing on Elk Street between the Venango County courthouse and the courthouse annex and possible ways to improve that crossing for pedestrians. Mr. Marshall indicated that like motorists, pedestrians too must exercise caution. Mrs. Jamieson said that perhaps the City can apply for county Liquid Fuels funds to do something to make the crosswalk more visible.

Mr. Marshall

- Noted that on his campaign trips through the region, President Elect Donald Trump promised to put coal miners back to work. Mr. Marshall said he hopes that is true and that it filters down to Franklin.

Mr. Lyons

- Complimented Mrs. Jamieson and her staff on arriving at a proposed budget that included no tax increase, no staff cuts and no service cuts.

EXECUTIVE SESSION -- Resolution No. 185

Mr. Rudegeair moved and Mr. Johnson seconded a motion to enter into executive session at 8:40 p.m. to discuss matters of personnel, negotiations and potential litigation. The motion passed unanimously.

ANY OTHER BUSINESS – None.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 8:51 p.m.

Respectfully submitted,

Sheila Boughner, Recording Secretary