

JUNE 18, 2018

CALL TO ORDER

The regular monthly Council meeting of the City of Saint Marys was called to order by Deputy Mayor Gregory Gebauer on Monday, June 18, 2018 at 7:00 p.m. The meeting was held in the Council Room of City Hall, 11 LaFayette Street. Notice of this meeting was sent to Council on June 14, 2018, posted at City Hall and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Present: Deputy Mayor Gregory Gebauer, Nedward Jacob, Bob Mohr, Andrew Mohny, Margie Brown, Manager Timothy Pearson, Solicitor Tom Wagner and Recording Secretary Lorrie Levenduski. Mayor Louis Radkowski and Councilman Chris Pletcher were excused.

City Staff: Hannah Brock, HR Specialist and PR Officer

VISITORS

Visitors included: Warren Stewart. Amy Cherry, Denny Bauer, Richard Sadley, Vince Assetta and Jim Wolf.

APPROVAL OF MINUTES

May 7, 2018 - Workshop

Nedward Jacob made a motion to approve the minutes of May 7, 2018, seconded by Margie Brown and all were in favor.

May 21, 2018 – Regular Meeting

Andrew Mohny made a motion to approve the minutes of May 21, 2018, seconded by Bob Mohr and all were in favor, except Gregory Gebauer and Nedward Jacob who abstained.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

MAYOR'S REPORT

There was no Mayor's report available.

MANAGER'S REPORT

Manager Pearson reported the following:

He thanked all involved with the Drag Races at the Airport. Two more are scheduled for the summer and he encouraged residents to attend as the events support our local Airport.

The sidewalk program has started in the Maple Street and Spruce Street area, utilizing a portion of City funds and CDBG funds. He provided a breakdown of the number of sidewalks that were in need of repair or replacement and the number of homeowners who qualified for each program. Walnut Street and Chestnut Street were being considered next but will be determined once figures from the first stage of the project are compiled and reviewed versus the budgeted amounts.

Finance committee members recently met and an update would be provided at the next Council meeting. The City audit is completed and also will be presented the next Council meeting.

Parking committee members will be provided with an update of information on parking based on previous discussions with Council.

Deputy Mayor Gebauer stated the committee was trying to schedule its first meeting. He believed two citizens should be included on the committee and if the committee members agreed, they would decide how to search for those additional members. He stated updates would be provided to the Manager.

SOLICITOR'S REPORT

Solicitor Wagner had nothing to report.

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TREASURER'S REPORT

Manager Pearson provided the following Treasurer's Report for May 31, 2018:

Total Revenue collected for the General Fund was \$3.8 million or 60 percent of budget. Tax revenue collected as of May 31, 2018 was \$3.36 million or 70 percent of budget. Total Expenditures for the General Fund as of May 31, 2018 were \$2.28 million or 35.5 percent of budget. Last year's Expenditures were at 31 percent of budget and in 2016 was 30 percent and in 2015 were 32 percent of budget. Revenue as of May 31, 2017 was \$3.8 million or 58 percent of budget and tax revenue was at \$3.34 million or 71 percent of budget. In 2016 total Revenue in the General Fund was \$4.6 million or 74 percent of budget and tax revenue was \$3.27 million or 70 percent of budget. The \$1 million PIB loan affected figures in 2016. Earned Income as of May 31, 2018 was at 49 percent of budget with total collections of \$765,536.

LEGISLATIVE ACTION:**Consider for adoption:**

Ordinance No. 308, re:
Amending City Code by
removing the metered parking
zone on the east side of South
Michael Street

Ordinance No. 308 amending the City Code by removing the metered parking zone on the east side of South Michael Street was presented for adoption. The ordinance was duly advertised and displayed and no comments were received.

Margie Brown made a motion to adopt Ordinance No. 308, seconded by Bob Mohr.

Motion

Deputy Mayor Gebauer stated cars were still parking there even though the meters were bagged as temporary no parking. He requested aggressive enforcement of the no parking once the ordinance is approved.

Discussion

Nedward Jacob questioned if no parking signs would be installed and Manager Pearson responded yes and removal of the meters and parking stall lines.

Deputy Mayor Gebauer stated for the public to be aware this decision was being made to allow for safe travel in this area. He offered photos that he had taken showing the hazard when cars are parked in that area.

Nedward Jacob questioned why the remaining parking zone was noted as from S. Michael Street to Walnut Street? He believed it should state the alley.

Solicitor Wagner noted currently there were no meters past the alley to Walnut Street. It would be considered an administrative task to install meters.

Nedward Jacob questioned if it could be interpreted as you (citizens) could park there and Solicitor Wagner responded it could, but it was unlikely that City staff would install meters in the area.

Nedward Jacob stated he was concerned that residents would request meters in that area and it would create a problem for Council.

Deputy Mayor Gebauer questioned if this ordinance would also eliminate the one space on Chestnut Street as was previously discussed by Council and Manager Pearson responded the ordinance does not specify the amount of spaces in a parking meter zone, so it was not necessary to change the ordinance to reduce the amount of spaces in the zone.

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Deputy Mayor Gebauer requested the aggressive enforcement of the eliminated space.

Motion Passed

All were in favor to adopt Ordinance No. 308, except Nedward Jacob who opposed.

Resolution No. 18-10, re:
Application for County Aid for
Liquid Fuel reimbursement
Motion Passed

Resolution No. 18-10, an application for County Aid for Liquid Fuel Reimbursement was presented for adoption.

Nedward Jacob made a motion to adopt Resolution No. 18-10, seconded by Andrew Mohney and all were in favor.

Parking Comment

Deputy Mayor Gebauer stated parking on Chestnut Street across from the Post Office was an issue and requested that area be reviewed by the Manager and/or City staff.

Resolution No. 18-11, re: Elk
County 2017 Hazard Mitigation
Plan Update
Motion Passed

Resolution No. 18-11, the Elk County 2017 Hazard Mitigation Plan Update was presented for adoption. This was an update to the 2011 Plan.

Nedward Jacob made a motion to adopt Resolution No. 18-11, seconded by Andrew Mohney and all were in favor.

Golf Authority and Association
audit approval request

Manager Pearson explained the Golf Authority was requesting the City to approve the proposal of a full audit for the Golf Authority and an "audit review" of the Golf Association. It was unclear if the Association was required to have an audit. Auditor's Geci and Associates recommended to perform a review audit of the Association if Northwest Savings Bank and the City does not require an audit.

Manager Pearson commented he reviewed the request with Northwest Savings Bank and City staff and there were no issues noted by either. It would also provide a cost savings to the Authority and the Association in order to become current with their audits.

Motion

Nedward Jacob made a motion to approve the request, seconded by Andrew Mohney.

Discussion

Bob Mohr questioned if this request was for one year and Manager Pearson responded he believed the intent was to allow them to get current with their audits and to continue as a plan moving forward.

Solicitor Wagner stated it was an open-ended authorization, but Council could reverse the decision any time. It was clarified, as long as the City was the guarantor of the Golf Authority's loan, demands could be made to the Authority.

Roll Call Vote – Motion Passed

On a roll call vote, all were in favor, except Margie Brown and Deputy Mayor Gebauer who opposed. Motion passed 3 to 2

Subdivision Application, 2018-
07, Straub Brewery Minor
subdivision and Land
Development

2018-07 minor subdivision application and land development was presented from Straub Brewery, for property located on Sorg Street. The subdivision proposed to divide a 3,048 square foot lot from an 119,361 square foot parcel as a side lot addition to an existing parcel. The receiving parcel contains an existing bed and breakfast and a proposed visitor's center, tap room and associated parking lot and driveway. The residual parcel contains an existing brewery and shared parking for the proposed visitor's center. Public utilities are in use. This application also involves a land development for the proposed

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visitor's center and associated parking. The St. Marys Planning Commission recommended approval of the subdivision with the following comments:

1. A call was missing from the deed description for parcel – 1583.
2. A label for a call was missing from the map.

It was noted that both of these issues have been corrected.

Manager Pearson explained this was in connection with the Straub Brewery RACP grant.

Motion

Bob Mohr made a motion to approve 2018-06, subdivision application, seconded by Andrew Mohny.

Discussion

Margie Brown questioned if there was a copy of the map available for display and Vince Assetta from Straub Brewery responded they were working on a site map. He further explained they purchased 444 and 456 Bruxelles Street properties. The RACP funds would be utilized for the creation of a visitor's center and tap room. One of the properties will be demolished to make room for construction.

Bob Mohr questioned the status of Eternal Tap and Mr. Assetta responded the Eternal Tap will stay where it has always been. This is new development in addition to what is currently at the brewery.

Deputy Mayor Gebauer asked if the maps would be on file and accessible to citizens and Manager Pearson responded yes for display or review.

Nedward Jacob questioned a right-of-way and Mr. Assetta responded the area in question is part of a parcel not a right-of-way.

Deputy Mayor Gebauer commented it is always good to see development in the City.

Motion Passed

All were in favor to approve the subdivision application 2018-07, for Straub Brewery.

TOPICS FOR DISCUSSION:
N. St. Marys Street parking lot
(added to the agenda)

Nedward Jacob made a motion to add N. St. Marys Street parking lot to the agenda under Topics for Discussion, seconded by Andrew Mohny and all were in favor.

Nedward Jacob requested the public parking sign be removed from the N. St. Marys Street parking lot, since it was only for permit parking.

Manager Pearson was already looking into the matter.

Nedward Jacob commented the no parking from 2:00 a.m. until 6:00 a.m. on City streets should also be reviewed. He also stated he believed some of the streets were too narrow to allow for on street parking.

Manager Pearson commented the parking committee could consider these items but warned most of the streets are below the standard width to allow for on street parking and historically has been allowed. The previously designed streets did not accommodate for on-street parking.

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Deputy Mayor Gebauer questioned if the parking committee or a parking authority should be trying to solve these matters.

Nedward Jacob stated he believed the City should determine the width necessary to accommodate on street parking.

Manager Pearson commented the parking committee should determine the role and responsibilities for the City and/or a parking authority.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

Warren Stewart said thank you for the newly painted crosswalks with the hashmarks.

COUNCIL COMMENTS

Solicitor Wagner questioned the multimodal study deadline and Manager Pearson responded an extension of the timeline was being considered in order to allow time to review and submit recommendations to Council.

Bob Mohr thanked Boy Scout Troop 199 for helping with the placement of flags at the cemetery for Memorial Day. He also made a suggestion on Airport directional signs.

Margie Brown thanked the organizers and participants of the Memorial Day parade.

Deputy Mayor Gebauer thanked all those involved in the Drag Race Event including the Fire and Police departments, Elkland Search and Rescue and the St. Marys Ambulance.

Nedward Jacob also thanked all in involved in the Drag Race Event and noted no figures were available yet from the event.

Andrew Mohny commented 50/50 tickets were available to purchase from the St. Marys Chamber of Commerce and proceeds only go to the fireworks fund.

Nedward Jacob commented the proceeds from the Drag Race event would help with the maintenance of Airport buildings. He also thanked all those who cleaned up along the City highways, since he believed there is more litter along those roadways.

Bob Mohr questioned if there are fines for littering and Deputy Mayor Gebauer responded yes, but you need to be seen. (littering)

Bob Mohr suggested the police keep an eye out for it.

ANNOUNCEMENTS


Mayor Radkowski made the following announcements:

- Council's next regular meeting will be held on Monday, July 16, 2018, at 7:00 p.m. at City Hall.

ADJOURNMENT

Nedward Jacob made a motion to adjourn the meeting, seconded by Deputy Mayor Gebauer. Meeting adjourned at 7:55 p.m.


Recording Secretary


Mayor