

NOVEMBER 6, 2017

CALL TO ORDER

A Council scheduled worksession of the City of Saint Marys was called to order by Mayor Robert Howard on Monday, November 6, 2017, 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 November 2, 2017, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG

ROLL CALL

Present: Mayor Robert Howard, Lou Radkowski, Bob Mohr, Andrew Mohny, Nedward Jacob, Gregory Gebauer Gary Anderson, Manager Timothy Pearson and Solicitor Thomas Wagner.

VISITORS

Visitors included: Katie Weidenboerner, Richard Sadley, Tina Gradizzi, Ted Polinski, Amy Cherry, Brad Chapman, Warren Stewart and Margie Brown.

APPROVAL OF MINUTES:
October 16, 2017
Motion Passed

Gary Anderson made a motion to approve the minutes of October 16, 2017, seconded by Lou Radkowski and all were in favor.

PROCLAMATION: Giving Tuesday

Mayor Howard read a Proclamation declaring Tuesday, November 28th, 2017 as Giving Tuesday in the City of St. Marys. The Proclamation was then presented to Brad Chapman, President of Penn Highlands Elk.

ADDITIONAL TOPICS FOR DISCUSSION

There were no additional topics for discussion.

CITIZEN COMMENTS ON AGENDA TOPICS

There were no citizen comments on agenda topics.

LEGISLATIVE ACTION:
Proposal for Analytical Services
Motion Passed

Manager Pearson explained a bid proposal package for the Wastewater Treatment Plant Analytical services was being presented tonight for Council's consideration. Requests for proposals were duly advertised and sent to six laboratories. Bid proposals were received from the following:

- Analytical Services, Inc. – Brockway
- Mahaffey Laboratories, LTD – Curwensville
- Mountain Research LLC – DuBois/Altoona
- Environmental Services Laboratories, Inc. – Indiana
- CWM Environmental, Inc. – Kittanning

City Staff recommended the proposal be awarded to Analytical Services, Inc. – Brockway as the overall lowest bidder. They are the current analytical laboratory for the Wastewater Treatment Plant and the bid had no increase for 2019 and 2020.

Motion

Bob Mohr made a motion to award the bid proposal to Analytical Services, Inc. effective January 1, 2018 until December 31, 2020, seconded by Gary Anderson.

Question

Bob Mohr questioned if the motion should include an amount and Manager Pearson responded no, the contract was a rate based bid for various testing services.

Motion Passed

All were in favor to award the bid proposal to Analytical Services, Inc. effective January 1, 2018 to December 31, 2020.

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Kaulmont Park Expansion
Agreement

Manager Pearson explained an Offer of Dedication from Natural Gas Holding, LLC to the City of St. Marys was being presented tonight for Council's consideration. The donated land was adjacent to Kaulmont Park. He has been working with the Recreation Board and the St. Marys Soccer Association to find a new location for the Soccer Association, due to its existing location at the St. Marys Airport Industrial Park now being developed.

Solicitor Wagner recommended a conditional acceptance of the land, so a modest title search could be done in order to confirm if there are any covenants or restrictions on the use of the land.

He further noted, as Council was aware, the City was in the middle of a multi-modal traffic study, which includes possibly extending the West Creek Trail into St. Marys. One of the alternate sites/endpoints being reviewed is at Kaulmont Park. He believed the land is adjacent to the railroad track and could be an easy point of access for the Rails to Trails.

Motion

Gary Anderson made a motion to accept the offer of dedication, contingent upon the title to the property being clear, seconded by Lou Radkowski.

Discussion

Gary Anderson commented he didn't believe there were any environmental issues at the location, but wanted to be sure and Solicitor Wagner responded that issue would be part of the title search.

Nedward Jacob asked what entity would the property belong to and Manager Pearson responded the property would be deeded to the City and then the Recreation Board and the Soccer Association would need to come to a formal agreement on the use and responsibility of the property.

Lou Radkowski stated the agreement could be similar to the Little League and Softball agreements.

Manager Pearson agreed.

Bob Mohr questioned how many soccer fields could be on the property and Manager Pearson responded multi use fields were being considered.

Roll Call Vote – Motion Passed

On a roll call vote all were in favor to accept the Offer of Dedication contingent upon the title to the property being clear.

TOPICS FOR DISCUSSION:
2017 CDBG Program Update

Manager Pearson explained, as requested by Council, he was working with City staff on the City's sidewalk program. The possibility of utilizing CDBG funds for those who would meet income requirements and a separate program for those who would not meet those requirements. Tina Gradizzi, Community Economic Development Coordinator and Ted Polinski, Code Enforcement, are presenting the details of both programs at tonight's meeting.

Ms. Gradizzi explained as part of the CDBG Sidewalk Replacement Program she was presenting the following

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draft of program guidelines for Council's review:

The program would be available to income eligible residents whose sidewalks would be marked by City Code Officials as being a nuisance, per the City's Ordinance, and needed replaced.

The applicant would first be required to meet certain requirements before an application could be submitted. If all requirements are met, the applicants would receive 100 percent grant assistance for the cost of sidewalk replacement.

A maximum of \$5,000.00 may be awarded with the exception of unforeseen work. No matching funds would be required by the applicant.

All work performed would be by an approved contractor.

Grant conditions will also be applied.

Manager Pearson explained City Staff had coordinated with the State on the program and should be an eligible project. Although it is the resident's responsibility to maintain their sidewalks, this program would provide a unique way to assist residents.

Sidewalk Program

Ted Polinski, Code Enforcement Official, explained in conjunction with the Community and Economic Development Coordinator Tina Gradizzi's CDBG Sidewalk Program, the Code Enforcement Department has updated the City Sidewalk Program for the replacement of nuisance sidewalks. Nuisance sidewalks would include tripping hazards, excessive slopes, or other conditions that may impede safe pedestrian travel. The details of the program are identified below:

The City will be sectioned off and a designated area will be selected each year for nuisance sidewalk replacement. Code Enforcement will focus on and prioritize spending in the designated area.

The program will cover 100% of the costs of replacing nuisance sidewalk block(s).

The homeowner will be notified if a sidewalk block is identified for replacement, but will have no role in the replacement. If the homeowner would like additional sidewalk blocks completed, other than the identified nuisance sidewalks, they would need to deal directly with the contractor.

All of the work will be contracted to the lowest responsible bidder. This will include removal, replacement and restoration work.

The City's role will be to manage the funding, oversee the bidding process and designate nuisance sidewalks.

Depending on bid prices, the City is estimating approximately 400 lineal feet of nuisance sidewalk could be completed each year.

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Any homeowner whose sidewalk, or portion thereof, that is considered a nuisance under the City Ordinance, and does not meet the income guidelines for the CDBG Sidewalk Program is eligible. Commercial property owners, businesses and rental properties are not eligible and will be responsible for replacement of identified sidewalks.

Code Enforcement was requesting \$20,000 be placed in the 2018 Budget for this program.

There was a brief discussion on the details of the proposed programs.

The CDBG Resolution for the 2017 CDBG application will be presented at the November 20th Council meeting. The Code Enforcement requested amount would be reviewed at the upcoming budget workshops.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

There were no citizen comments on non-agenda topics.

COUNCIL COMMENTS

Councilman Mohr encouraged everyone to go out and vote.

Councilman Radkowski echoed Council Mohr's comment.

Councilman Jacob requested the HVAC system at City Hall and the Fire/Police building be re-quoted and the Manager responded he would determine the expiration of the current contract.


ANNOUNCEMENTS

Mayor Howard made the following announcements:

- Budget workshops will be held on Thursday, November 9th, Tuesday November 14th and if needed, Thursday, November 16th, 2017 from 6:00 p.m. until 8:00 p.m.
- The next Council meeting will be Monday, November 20, 2017 at 7:00 p.m. at City Hall.

ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 7:48 p.m.


Recording Secretary


Mayor