

**BOROUGH OF GROVE CITY COUNCIL
GROVE CITY, PENNSYLVANIA
REGULAR MEETING MINUTES
August 18, 2014 7:00pm**

CALL TO ORDER by Council President George Pokrant at 7:10pm

PLEDGE OF ALLEGIANCE

PRAYER was offered by Council Member Amy Gallagher

Meeting Attendance / Roll Answered

X if present	Council Member Name	X if present	Council Member Name	X if present	Other Name
X	Mattocks, Mary Kay	X	Black, Jeffrey (V-President)	X	Oakes, Vance (Boro Manager)
X	Daley, Kathleen	X	Riddle, Randy (Mayor)	X	Miller, Christine (Boro Secretary)
X	Myers, Shawn	X	Coulter, Michael	X	Rose, Will (Boro Asst. Manager)
X	Hodge, Jeffrey	X	Bigley, Joel	X	Goncz, Dan (Engineer)
X	Gallagher, Amy	X	Wood, Todd		
X	Bonner, Timothy (Solicitor)	X	Thomas, Alaina (Jr Member)		
X	Pokrant, George (President)	X	Foley, Ethan (Jr Member)		

REQUEST FOR CITIZENS TO BE HEARD

- Mr. Elder of 165 George Junior Rd. – inquired about an easement that is not being maintained by owner James Hovis. They were advised that due to the fact that this is a private easement, not a borough matter, it must be resolved privately with the owner Mr. Hovis.
- Mr. Barras of 912 Columbia Ave. - revisited a matter of standing water in an alley behind his property. After investigation, Borough Manager Oakes reported that the offer had been extended, but not accepted by residents, to have the borough assist the residents with further work to alleviate remaining issues by providing the labor if residents purchased the materials for the work. Mr. Oakes reiterated that the borough is still willing to work with the residents in that capacity, but no other recourse would be a borough matter since it is private property, not an open borough alley.
- Mr. Bob Siegfried voiced an issue with late fees in the amount of \$6.84 on overdue utility bills. He said that he took issue with the fact that after his tenants had vacated the residence, the borough had neglected sending a reminder notice to him and that he did not feel that he should be responsible to pay something that he was not aware of. He said that he had no problem paying the bill, but that he would not pay the late fees because he had not received the duplicate statement that usually is sent to the landlord. Mr. Oakes was aware of the situation and stated that the borough had found that the duplicate reminder statement indeed had not been sent as is customary, and that they had since ensured that he would receive those notices on all of his properties in the future. However, it was also mentioned that the landlord is responsible, having knowledge of when a tenant vacates, at that time to contact the utility office to communicate any matters pertaining to the billing change. Mr. Siegfried gave the check for the past due bill minus the late fees to Mr. Oakes. Council instructed that further discussion regarding the late fees would take place with the utility office.

CONSIDERATION OF EVENT REQUEST - Mercer County Special Olympics “Spook-tacular” 5K run in Memorial Park on Friday, October 31, 2014 beginning at 6:00pm - Special Olympics representatives Ted Woods and Maile Kirkpatrick presented the request. Discussion followed about safety, lighting concerns and Certificate of Liability Insurance specifics. Dr. Coulter and Mr. Wood offered assistance with lighting for the event.

Mr. Bigley moved to approve the event request submitted by Mercer County Special Olympics for the “Spook-tacular” 5K run Memorial Park to be held on Friday, October 31, 2014 at 6:00pm. Mrs. Gallagher seconded the motion and it carried unanimously.

CONSIDERATION OF EVENT REQUESTS - Beth Black presented event requests on behalf of the Grove City Area Chamber of Commerce:

- 'FoodieFest' to be held on Saturday, October 4, 2014 from 11am-7pm in the Joseph D. Monteleone Youth Festival Park. Setup needs include closing the Monteleone parking area for the day and electric accessibility, like are provided for Downtown Sounds.
- 'Great Balls of Fall' to be held on Saturday, October 11, 2014 at 2pm in Memorial Park. Setup needs include traffic closing on the roadway near the ball fields from 7am-4pm for setup and take down.
- 'Christmas in the Park' light display to begin Friday, November 28, 2014 until Friday, January 2, 2015 in Memorial Park. Setup needs include electric setup by Borough Electric department and park horseshoe area being accessible until 10pm each night, aided by the Grove City Police.

Dr. Coulter moved to approve the event requests: 'FoodieFest'; 'Great Balls of Fall'; and 'Christmas in the Park' submitted by Grove City Area Chamber of Commerce as presented above. Mr. Wood seconded the motion and it carried unanimously.

CONSIDERATION OF EVENT REQUEST - Grove City Area School District Cross Country Invitational in Memorial Park on Saturday, October 4, 2014 - Letter presented on behalf of Mike Sample for event. **Dr. Coulter moved to approve the event request submitted by Grove City Area School District for the Cross Country Invitational in Memorial Park on Saturday, October 4, 2014, provided an acceptable Certificate of Liability Insurance is received. Mrs. Gallagher seconded the motion and it carried unanimously.**

Mr. Pokrant reported that Council met in Executive Session prior to this meeting to discuss a litigation matter.

APPROVAL OF BILLS-TO-BE-PAID REPORT

Mr. Myers moved to approve the bills to be paid. Mr. Hodge seconded the motion and it carried unanimously.

APPROVAL OF BILLS PAID REPORT

Mr. Black moved to approve the bills paid report. Mr. Myers seconded the motion and it carried unanimously.

APPROVAL OF MINUTES

Mr. Myers moved to approve the minutes of the Regular Meeting of July 21, 2014 as presented. Mrs. Mattocks seconded the motion and it carried unanimously.

GROVE CITY COMMUNITY LIBRARY REPORT

April Gilliss reported on: Summer reading program is wrapping up. Children & adults both participated and won prizes that had been donated by the Friends of the Library and local businesses; end of summer pool party was well attended by 225 guests; used book sale is ongoing until Aug. 23; many activities & programs continue; newsletters were distributed.

CONSIDERATION OF EVENT REQUEST - Grove City Agway, Race in Memorial Park for Pet Owners with their dogs: Saturday, September 27, 2014 at 9:30am - **Mr. Wood moved to approve the event request submitted by Grove City Agway for a race in Memorial Park for pet owners with their dogs to be held on Saturday, September 27, 2014 at 9:30am. Mr. Myers seconded the motion and it carried unanimously.**

CONSIDERATION OF PINE TOWNSHIP REQUEST FOR SEWER SERVICE/CONNECTION - Grove City Mini Storage, 107 Breckenridge Rd. **Mr. Bigley moved to approve the request from Pine Township for a sanitary sewer service extension to the Grove City Mini Storage property located at 107 Breckenridge Rd. Mr. Wood seconded the motion and it carried unanimously.**

CONSIDERATION OF PINE TOWNSHIP REQUEST FOR WATER SERVICE/CONNECTION - Grove City Mini Storage, 107 Breckenridge Rd. **Mr. Myers moved to approve the request from Pine Township for a water service extension to the Grove City Mini Storage property located at 107 Breckenridge Rd. Mr. Black seconded the motion and it carried unanimously.**

CONSIDERATION OF RESOLUTION # 2014-10 - Designation of Authorized Primary Signatories for Bank Drafts - adding Borough Secretary Christine Miller (replacing Cheri Hill). **Mr. Myers moved to approve Resolution # 2014-10, Designation of Authorized Primary Signatories for Bank Drafts, as presented. Dr. Coulter seconded the motion and it carried unanimously.**

CONSIDERATION OF STREET PAVING BIDS – Mr. Oakes reported and provided bid details as received from each bidder. **Mr. Bigley moved to approve award of the street paving bid for the base bid option to Shields Asphalt Paving, Inc. in the amount of \$158,840.92, as presented. Mr. Myers seconded the motion and it carried unanimously.**

CONSIDERATION OF FINAL PAYMENT AIRPORT RUNWAY LIGHTING SYSTEM – Invoice No. 5 from Tech Services, Inc. in the amount of \$62,595.90. **Mr. Bigley moved to approve the final payment for the airport runway lighting system, Invoice No. 5 from Tech Services, Inc., in the amount of \$62,595.90. Mr. Black seconded and the motion carried unanimously.**

CONSIDERATION OF RENEWAL OF VENDOR AGREEMENT - Low-Income Home Energy Assistance Program (LIHEAP). After discussion about the LIHEAP agreement and after review by Solicitor Bonner, the agreement as written was determined as not being applicable to Grove City's situation, due to our billing of multiple utilities on one bill, not just heating. Suggestion was that a separate agreement be discussed with LIHEAP to accommodate our billing system to enable Grove City residents to qualify for the program assistance and benefits.

CONSIDERATION OF RESIGNATION - Seth Ring submitted a letter of resignation from the Zoning Hearing Board, which the Council accepted with regret. **Dr. Coulter moved to accept, with regret, the resignation of Seth Ring from the Zoning Hearing Board. Mr. Myers seconded and the motion was carried unanimously.** Discussion followed regarding the appointment of the alternate member of the ZHB to the vacancy.

CONSIDERATION OF RESOLUTION # 2014-11 – Appointing alternate Zoning Hearing Board member to voting position to fill vacancy left by Seth Ring's resignation. **Mr. Black moved to approve Resolution # 2014-11 for the appointment of the alternate ZHB member to the permanent position left by Seth Ring. Dr. Coulter seconded and the motion carried unanimously.**

CONSIDERATION OF 2015 MINIMUM MUNICIPAL OBLIGATION FOR EMPLOYEE PENSION PLANS - Non-Uniform Plan MMO for 2015: \$277,796. Police Plan MMO for 2015: \$99,124. Mr. Oakes reported on a slight cost savings from 2014 that would help offset costs for upcoming increases in 2015. It was also mentioned that the Finance Committee was meeting with pension providers to ensure the best options for employees, while also examining that the borough is receiving the maximum services for the cost. **Mr. Black moved to approve the Non-Uniform Plan Minimum Municipal Obligation for 2015 in the amount of \$277,796.00 and the Police Plan Minimum Municipal Obligation for 2015 in the amount of \$99,124.00. Mr. Wood seconded and the motion carried unanimously.**

ENGINEER'S REPORT – Mr. Dan Goncz reported:

- Wastewater Treatment Plant Rehabilitation Project-Phase III – Pre-construction meeting held on August 5, 2014. Contractor is preparing shop drawings and construction schedules.
- Requisition No. II-B 18, \$2,794.00 (Phase III Construction Phase Engineering Services) – **Mr. Myers moved to approve Requisition No. II-B 18, for \$2,794.00 for Phase III Construction Phase Engineering Services. Mrs. Mattocks seconded and the motion carried unanimously.**
- MCIDA Grant Award to Springfield Twp. for Official Sewage Facilities Plan (engineering study related to sewer plant expansion) – On August 8, 2014 the MCIDA notified Springfield Township and Grove City Borough of the award of a \$25,000.00 matching grant for the 537 plan for the expansion of the Wastewater Treatment Plant. On August 11, 2014 Springfield Township responded indicating acceptance of that grant and their agreement to match those grant funds. Recommendation is that Grove City Borough have an agreement with Springfield Township for the full amount owed of \$50,000.00. Mr. Goncz will request the flow information from the townships and boroughs as necessary.

ENGINEER'S REPORT (continued) - Mr. Dan Goncz reported:

Mr. Goncz recommended that the 537 Plan only be adopted by Council in a Resolution when everything else is in place and the Borough is prepared to implement it.

- Wastewater Treatment Plant Tour scheduled for 8/27/2014 @ 5:30pm.
- Pine Street Streetscape Project-continuing to work with PennDOT on various revisions, per their request.
- Water Distribution System Modeling Project–data has been collected; few months for process to create model.
- Congratulations to John Kovacs on becoming a member of the Board of Directors for Gannett Fleming, Inc.

BOROUGH MANAGER'S REPORT – Mr. Vance Oakes reported:

- Details about sewer investigation for Mr. Barras, Columbia Ave. (from July meeting) – discussed earlier in meeting (see Request For Citizens To Be Heard)
- Details about electric easement from Mr. Shearer, Poplar St. (from July meeting) – resolved, easement signed
- Update on Pension Review Committee – update given on Finance Committee's work to date. Hope to have results to share within the next 30 days.
- Update on sign permit request from Rite Aid – Rite Aid has conformed to the sign ordinance with monument sign specs that accompanied their sign permit application.
- Update on schedule of renovation work at Hometown Community Property-corner of Lincoln Ave and Broad Street (former Foster properties) – architect submitted plans for improvements, permit application is under review with Bureau Veritas and contractor has been named. Request for update in a month.
- Correspondence from Ms. Hartle asking Council to adopt an ordinance prohibiting right turns on red at Main & Center Street intersection – They are state roads; may result in more congestion. No action taken.
- Correspondence from Ms. Browne suggesting a surcharge earmarked for July 4th fireworks – not permitted under code. Idea presented to Jr. Council members to investigate funding using online and social media campaign. Coordinate with Pine & Springfield Townships.

MAYOR'S REPORT - Mayor Riddle (along with reports and information from Chief Osborne) reported:

- Follow-up on zoning requests presented to Mike Beatty regarding additional vehicles on dead vehicles listing.
- Perna building on Broad St. – contracting was to be done by August 1, deadline was missed, but contractor is expected to inspect the façade by next week; he will also be inspecting the missing windows.
- The required Quarterly Safety Meeting was held. Chief Osborne noted some of the points of discussion and is looking into some of those issues.
- Reminder that Grove City Borough is hosting the Mercer County Borough's Association dinner on Thursday, September 25th, 2014 at Grace United Methodist Church (sit down dinner). Christopher Cap, PSAB Executive Director, will be the speaker. Planning also includes "tablescapes" done by area businesses, while showcasing local business offerings. Mrs. Mattocks mentioned a request that council members seating be divided up to discuss Grove City happenings with the other guests.
- Reminder for residents to lock vehicles/homes and keep valuables out of sight, as a means of assisting the local police in their efforts.
- State Association of Boroughs Conference will be in Gettysburg from October 17-19, 2014.

OTHER BUSINESS

- Art Walk is the weekend of September 12 & 13, 2014 – Play will be presented in which Dr. Coulter is performing.
- Mrs. Gallagher updated Council on the status of developing an internship program to be utilized in the Borough offices. She will be meeting with a representative from PSAB's educational programming to receive guidance on development and implementation guidelines, etc.

NEWS MEDIA

Council members answered questions from members of the news media that were present.

ADJOURNMENT

There being no further business for Council's consideration, the regular meeting was adjourned at 8:56pm.

Christine Miller
Borough Secretary