

**BOROUGH OF GROVE CITY COUNCIL
PARKING AND RECREATION COMMITTEE MEETING AND REGULAR MEETING MINUTES
February 21,2022**

PARKS AND RECREATION COMMITTEE MEETING - 6:00PM

CALL TO ORDER by Committee Chair, Shawn Myers at 6:00 pm

MEETING ATTENDANCE / ROLL CALL

X if present	Council Member Name	X if present	Council Member Name	X if present	Other Name
X	Mattocks, Mary Kay	Absent	Bonner, Timothy (Solicitor)	X	Oakes, Vance (Boro Manager)
X	Morley, Shawn	X	DiStasi, Vincent	X	Pokrant, Taylor (Boro Sec.)
X	Myers, Shawn	X	Riddle, Randy (Mayor)	X	Goncz, Dan (Engineer)
X	Henry, James	X	Bigley, Joel (Vice-Pres)		
X	Hodge, Jeffrey	Absent	Zimmerman, William		
X	Gallagher, Amy	Absent	Oakes, Alex (Jr. Council)		
X	Jaillet, Scott	Absent	Messer, Mac (Jr. Council)		

REQUEST FOR CITIZENS TO BE HEARD

- None

DISCUSSION REGARDING GCYSA BATHROOM PROJECT

- Representatives from the Grove City Youth Soccer Association presented the improvements that they have made at the soccer fields at Hunter Farm Park. This included drainage upgrades, parking lot upgrades and general field maintenance throughout the year. The association estimates that they have spent tens of thousands of dollars over the years on improvements and maintenance. The Association further detailed the growth of their programs over the last several years. This has included adding games to Saturday to accommodate the growth. The Association also detailed that they would be adding parking to accommodate this growth. Mr. Vance Oakes, Borough Manager, inquired as the location of this expansion. The Association confirmed that it would be in the field that is closest to the Sewage Treatment Plant and would run parallel with North Liberty Road. Mr. Oakes also inquired about 5k events that Council approved for Hunter Farm Park now that the association has games on Saturdays and Sundays. The Association explained that they could schedule their games around these events.
- The Association also expressed their intent to draft and enter into a lease agreement with the Borough of Grove City. They described that they do carry insurance and that it is through the Pennsylvania West Soccer Association. This insurance covers both their players and any visiting teams. They also described their desire to enter into a lease prior to their planned concession stand/bathroom project.
- The Soccer Association Representatives further described that they have finalized their plans for a concession stand/bathroom and have begun fundraising for this project and soliciting donations. The association further detailed that the new concession stand and bathroom would be completely ADA compliant. The Association estimates that it will cost approximately \$180,000 to complete this project. The Association is seeking guidance from Council regarding what, if any, funds Council is willing to contribute to this project. The Association questioned whether a well would be possible to lower the costs of extending water service out to the proposed concession stand. Councilman Myers confirmed with Mr. Oakes that there were not any budgeted funds for this project. Mr. Oakes confirmed that was the case, but said that the utility connections could be paid for out of the Water Treatment Plant project financing. Mayor Riddle asked the association if they had approached neighboring municipalities that have residents in their programs. The Association confirmed that they had reached

out to Pine and Liberty Township. Liberty Township has committed to donating the grinder pump for the sewage line and its installation. Pine has not committed a donation, but wanted to know what other municipalities were contributing towards the project before they made a commitment.

- Mr. Oakes requested that Mr. Dan Goncz, Borough Engineer be asked what the value of a grinder pump and its installation would be and if the concession stand could connect to the sewage line that was just installed for Keystone Safari that runs through the Hunter Farm property. Mr. Goncz valued the installation and pump at around \$7,500 and confirmed that the line could be connected, but the Borough would need approval to connect to this line. Councilman Bigley questioned whether council was willing to commit to the utility installations as requested and whether a well was a viable option. Mr. Goncz recommended that the Borough not consider the well because the water would not be potable and would be a liability if someone were to drink it. It would still require DEP permitting just as crossing a wetland to extend the water service would, just a different set of permits. Mr. Goncz estimated that if the Borough applied soon that they could expect permit approval in late summer from DEP for the wetland crossing to extend the water service line. Councilman Myers questioned if the Borough was ready to commit funding to complete these utility connections using funds from the Water Treatment Plant financing and hearing no objection, Councilman Myers confirmed that it was the intent of Council to facilitate these connections. Councilman Myers suggested that the Association set up a meeting with Mr. Oakes and Solicitor Bonner to draft a lease agreement for Council's approval. The association confirmed that they would do so. The Association also requested permission from the Borough to contact Mr. Goncz directly to plan for this project. Mr. Oakes confirmed that that would be fine. The Association described that this would be a phased project as they receive donations and raise money. Mayor Riddle added that the association should share with neighboring municipalities the number of participants that they have from each municipality when soliciting donations.

Discussion Regarding Midget Football Lease Renewal

- Councilman Myers described that the Borough has received a request to renew its lease with the Grove City Midget Football association. The terms would be the same as last year. Councilman Myers asked if there any objections to a lease renewal, hearing none. Councilman Myers stated that he would ask for Council to approve a lease renewal at the upcoming regular meeting.

Discussion on 2022 Farm Market

- Councilwoman Mattocks explained that Olde Towne has been disbanded and that the Market in the Park is being organized by Grow Grove City. Ms. Mattocks explained that the Market would use the same areas as last year and would be in front of the Keystone Shelter at Memorial Park. Ms. Mattocks confirmed that they would also have acoustic music, but would not have amplification due to the Borough's policy. The Market would take place every Thursday from 5/12/22-10/27/22, except for the Thursday of Strawberry Days. Mr. Oakes confirmed that this was on the agenda for tonight's regular meeting. Councilman Myers asked how many vendors were committed to attending and Ms. Mattocks said that they had 15 so far. Ms. Heather Baker inquired if they could use microphones. Ms. Mattocks explained that they could not due to the amplification policy. The policy only allows amplification if all of the shelters at Memorial Park are rented by the organizer.

Other Business

- Mr. Oakes reminded Council that they would need to make a decision if they wanted to proceed with the Restroom at Memorial Park near the new Water Treatment Plant
- Councilman Myers explained that he had received an inquiry about a group using the disc golf areas at Memorial Park for weekly games. It was Councilman Myers opinion and Mr. Taylor Pokrant, Borough Secretary/Zoning and Code Enforcement Officer that their use did not qualify as an event at this time.

ADJOURNMENT

There being no further business to come before the Parks and Recreation Committee, the meeting was adjourned at 6:52PM.

REGULAR MEETING - 7:00PM

CALL TO ORDER by Council President, Mary Kay Mattocks 7:00 pm

PLEDGE OF ALLEGIANCE

PRAYER: was offered by **Mary Kay Mattocks**

MEETING ATTENDANCE / ROLL CALL

X if present	Council Member Name	X if present	Council Member Name	X if present	Other Name
X	Mattocks, Mary Kay	X	Bonner, Timothy (Solicitor)	X	Oakes, Vance (Boro Manager)
X	Morley, Shawn	X	DiStasi, Vincent	X	Pokrant, Taylor (Boro Sec.)
X	Myers, Shawn	X	Riddle, Randy (Mayor)	X	Goncz, Dan (Engineer)
X	Henry, James	X	Bigley, Joel (Vice-Pres)		
X	Hodge, Jeffrey	Absent	Zimmerman, William		
X	Gallagher, Amy	X	Oakes, Alex (Jr. Council)		
X	Jaillet, Scott	X	Messer, Mac (Jr. Council)		

REQUEST FOR CITIZENS TO BE HEARD

- Mr. Robert Gropp, 406 W Washington Blvd, expressed his appreciation to the Borough for keeping the bike trail open at Hunter Farm Park during the winter and providing winter maintenance on the trail.

CONSIDERATION OF ANY REQUESTS TO ADD ITEMS TO TONIGHT'S AGENDA

- None

APPROVAL OF 'BILLS PAID' REPORT

➤ **Ms. Amy Gallagher moved to approve the 'Bills Paid' report. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

APPROVAL OF 'BILLS-TO-BE-PAID' REPORT

➤ **Ms. Amy Gallagher moved to approve the 'Bills to be Paid' report. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

APPROVAL OF MINUTES FROM REGULAR MEETING JANUARY 20, 2022 AND SPECIAL MEETING JANUARY 26, 2022

➤ **Mr. Shawn Myers moved to approve the minutes from the Regular Meeting January 20, 2022 and Special Meeting January 26, 2022. Mr. Shawn Morley seconded the motion and it carried unanimously.**

GROVE CITY LIBRARY REPORT

Ms. Heather Baker stated that the Soup Fundraiser this past Friday had been a success for the Library with over \$1,000 raised. Ms. Baker thanked Councilman Myers and Henry for stopping by. Due to this success, the Library will hold two soup fundraisers a year. Ms. Baker explained that the Library is still waiting on some drywall repairs from the damage from the car hitting the Library. Ms. Baker detailed that the Library is moving forward with adult and children programming this spring and encouraged Council to read the Library's monthly newsletter.

CONSIDER PETITION TO VACATE AN ALLEY ADJACENT TO 232 BLAIR STREET

Mr. Adam Coulson, 232 Blair Street, was in attendance and detailed the alley that he wanted annulled. Mr. Coulson explained that he was requesting that this alley be annulled from Blair Street to the edge of his property. Mr. Coulson explained that he was trying to alleviate problems with people exiting his side door into the alleyway. He also explained that he has deliveries and wants to be able to block the alley. Councilwoman Mattocks asked Mr. Coulson if he was having problems and that is why he wanted the alley annulled. Mr. Coulson explained that it was a safety concern. Mr. Vance Oakes, Borough Manager, asked Mr. Coulson if any of the neighbors objected. Mr. Coulson explained that he owned both sides of the portion of the alley that he wanted annulled. Mr. Oakes asked Solicitor Bonner if Mr. Coulson could block this portion of the alley if it was annulled. Solicitor Bonner detailed that if Mr. Coulson had the alley annulled that this would not extinguish the private right of way rights for everyone within the plan of lots for these properties. Solicitor Bonner estimated that this could be well over 100 properties. Solicitor Bonner also stated that Mr. Coulson would need the property owners on Jackson Street that would have their access to Blair Street blocked off to sign his petition. Solicitor Bonner asked Mr. Coulson to come back after he had updated his petition. Solicitor Bonner also recommended that the Borough look at this from an emergency vehicle standpoint to see if blocking this access would present any issues.

CONSIDER EVENT REQUEST: GROVE CITY AREA CHAMBER OF COMMERCE TRADE SHOW AND WELLNESS EXPO/BIGFOOT BOOGIE 5K TO BE HELD AT MEMORIAL PARK ON 9/10/22 FROM 10AM TO 2PM

Mr. Vance Oakes noted that this event would be the same as last year. He explained that the Chamber of Commerce preferred an outdoor trade show to their traditional indoor show. He also explained that there would be course watchers for the 5K portion.

➤ **Mr. Shawm Myers moved to approve the Grove City Area Chamber of Commerce Event. Mr. Jeff Hodge seconded the motion and it carried unanimously.**

Consideration of Resolution No. 2022-07 Establishing Hearing Procedures for Property Maintenance Code Appeals

Mr. Taylor Pokrant, Borough Secretary/Zoning and Code Enforcement Officer, detailed that the Borough of Grove City had passed the 2018 International Property Maintenance Code in 2020 and within that ordinance, the Borough was to set rules for the appellate board and had not done so. Within the Ordinance, Council was to serve as the appellate board. Mr. Pokrant detailed that the appeal procedures within 2022-07 mirrored the appeal rules within the Pennsylvania Municipalities Planning Code.

➤ **Mr. Vince DiStasi moved to approve Resolution 2022-07. Mr. Shawn Myers seconded the motion and it carried unanimously.**

ENGINEER'S REPORT, by Mr. Daniel Goncz

• Mr. Goncz informed Borough Council that building permits had been issued for the Water Treatment Plant and the Memorial Park Restroom. Mr. Goncz detailed that the permit cost for the Water Treatment Plant was \$2,444.50 and the permit cost for the restroom was \$4.50. Mr. Goncz asked Mr. Pokrant to explain why the restroom permit was so inexpensive. Mr. Pokrant explained that the Borough has a contract with Bureau Veritas, the Borough's appointed Building Code Official, that allows for free permits below a certain threshold and \$4.50 was the state fee. Mr. Goncz recommended that the Borough approve building permit costs in the amount of \$2,449. Mayor Riddle asked if they should pay for the restroom permit even though the project had not been approved by Council. Mr. Oakes recommended that they pay the \$4.50 for the permit and they could even take the design and build it elsewhere if Council decides not to build the restroom at Memorial Park.

➤ **Ms. Amy Gallagher moved to approve Payment of \$2,449 for Building Permit Fees Associated with Water Treatment Plant Project. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

- Mr. Goncz explained to Borough Council that a project cost estimate had been included with his written report. As detailed within this estimate, 4.6 million in additional funding is needed to finance the project. Mr. Goncz, Mr. Ditka, Mr. Pokrant and Mr. Oakes met and the Borough would like to explore both bond financing and bank financing. Mr. Goncz recommended that the Borough pass Resolution 2022-08, which will allow them to solicit both types of proposal. Councilman Bigley asked if after they get the offers if they would be able to pick. Mr. Oakes confirmed that would be the case and that he had spoken with the Borough Manager from Zelenople and they had been successful with bank financing.
- **Ms. Amy Gallagher moved to approve Resolution 2022-08 authorization to solicit funding for the Borough of Grove City Water Treatment Plant Project. Mr. Joel Bigley seconded the motion and it carried unanimously.**
- Mr. Goncz stated that Gannett Flemming was working to complete the Borough of Grove City's application for the Local Share Account Grant Program. This grant application will be for 1 million dollars and will help to pay for a portion of the new Water Treatment Plant if awarded. As a part of this application, the Borough must pass a resolution committing the Borough to their local share percentage. These costs are covered within the cost estimate provided by Mr. Goncz. Mr. Goncz recommended that Council approve Resolution 2022-06.
- **Mr. Scott Jaillet moved to approve Resolution No. 2021-06 Local Share Account Funds for the Grove City Borough Water Treatment Plant Project. Mr. Joel Bigley seconded the motion and it carried unanimously.**
- Mr. Goncz also detailed to Borough Council that the annual Municipal Wasteload Report had been completed and will be submitted to DEP. The Borough represented 55.7% of the waste. This was a decrease from previous years.

BOROUGH MANAGER'S REPORT presented by Borough Manager, Vance Oakes

- Mr. Oakes spoke with Mr. Goncz and representatives from Mercer Township regarding the Kozy Rest Campground sewer extension. Mr. Goncz has reviewed the extension and it is acceptable to the Borough of Grove City. A meeting has been set to discuss an inter-municipal agreement and Mr. Oakes expects that he will have an agreement for Council to approve at the March or April meeting.
- Following the rain/snow melt event on 2/17, Mr. Oakes detailed that the Borough had five houses on Edgewood/State Street that had sewer backup into the basement. As a part of the Borough's Corrective Action Plan with DEP for this area, the Borough pumped to the environment to alleviate resident flooding. Mr. Oakes stated that Lennon Smith Souleret Engineering is working on a plan to address these issues and they should be ready to present their plan to Council soon. The Borough plans to allocate their COVID relief funds towards this project.
- Lennon Smith Souleret Engineering has completed their stormwater management plan for Ward 4. Lennon Smith Souleret will be ready to present this plan after a few tweaks are made following input from the Borough's Public Works Department.
- Mr. Oakes informed Council that he has received a request from the Borough Volunteer Fire Department to partner with Grove City College for a live-in partnership. This partnership would allow Grove City College Students to live at the Department in exchange for responding to all fire calls and completing maintenance activities at the Department. Mr. Oakes stated that a Police and Fire Committee Meeting will need to be scheduled to discuss this in greater detail.
- Mr. Oakes also detailed that the Squad Truck was paid for and picked up by the buyer from Michigan.
- Mr. Oakes also explained to Borough Council that two draft ordinances had been included with their Council packet and asked Mr. Pokrant to expand upon their contents. Mr. Pokrant explained that the two ordinances update the Borough's requirements on junk vehicles, grass mowing, sidewalk penalties and excavation. Mr. Pokrant explained that these ordinances are from the 1950's and 1960's and in need of an update to be more in line with our current expectations. This includes moving these violations from criminal to civil offenses. Mr. Oakes stated that an Infrastructure Committee Meeting will need to be scheduled to discuss these ordinances in greater detail.

- Finally, Mr. Oakes explained that a letter from Armstrong was included with Council's Board packet that included a rate increase.

JUNIOR COUNCIL REPORT – Junior Council Member, Mac Messer

- Mr. Mac Messer informed Council that Tammy Willow was planning to meet with the Grove City Area School District School Board to receive final approval for the sidewalk project connecting Grove City High School and Memorial Park. Mr. Messer explained that George Junior Republic has also committed resources to assist with this project.
- Mr. Messer further detailed that COVID cases within Grove City Area School District have been declining since their December peak. Despite this decrease, Winterfest Dance was still canceled by School Administration.

MAYORS REPORT presented by Mayor Randy Riddle

- Mayor Riddle reported that DuraEdge has approached him and wants to meet regarding the Borough Baseball/Softball Fields.
- Mayor Riddle reported that the Mercer County Boroughs Association has canceled their January meeting and plans to meet in April
- Mayor Riddle inquired as to the status of the Grove City Girls Fast Pitch Softball Lease and Solicitor Bonner acknowledged that it was acceptable and could be executed.
- Mayor Riddle inquired as to who removed snow from around the fire hydrants and Mr. Oakes informed Council that Public Works had performed this service due to many not being done by residents.
- Mayor Riddle shared that the Pennsylvania State Association of Boroughs Conference information had been included with Council's packet and encouraged members to attend. He included that several Council Members would be receiving service awards that would be presented at the conference if they were in attendance. He further highlighted that there would be an Advocacy Day on May 23rd during the conference where attendees would meet with their representatives in Harrisburg to discuss Borough issues.
- On 1/27/22, Mayor Riddle and Junior Councilman Oakes met with a group of 5th grade boy scouts to present on local government.
- On 1/28/22, Mayor Riddle attended the PSAB Bootcamp in Meadville and reported that it was very informative.
- Mayor Riddle reminded Borough Council that there would be a Council of Governments Meeting on 3/16/22 at 7PM.
- Mayor Riddle reported that the Officer of the Year would be awarded at the March meeting. There was a delay in getting the plaque and that is why it could not be awarded at this meeting.
- Mayor Riddle reported that the DARE Program has gone well and was almost completed. He informed Council that all Council members are welcome to attend the graduation ceremony that is held at the end of the school year.
- Mayor Riddle reported that Officer Phipps completed his field training on 2/12/22 and that Officer Cooke will complete his field training on 3/7/22.
- Councilman Bigley inquired as to the status of the Eagle Scout Project that involved the installation of Horseshoe Pits at Memorial Park. Councilman Mattocks confirmed that it was moving along and that the Scout was working on approval from the Boy Scouts.

REPORT FROM PARKS AND RECREATION COMMITTEE

- Mr. Shawn Myers, Committee Chairman, reported that there was a Parks and Recreation Committee Meeting immediately prior to the Regular Meeting. Councilman Myers explained that the Grove City Midget Football Association has requested a lease renewal. Mr. Myers recommended that this lease be renewed for 2022.

➤ **Ms. Amy Gallagher moved to authorize a 1-year lease renewal with the Grove City Midget Football Association. Mr. Jeff Hodge seconded the motion and it carried unanimously.**

- Mr. Myers explained that the Committee also met with representatives from the Grove City Area Youth Soccer Association. Council has agreed to provide the utility connections for the bathroom/concession stand project and the Association has been directed to work with Mr. Oakes and Solicitor Bonner to draft a lease agreement
- Mr. Myers informed Council that there had been discussion at the Committee Meeting to allow the Farmer's Market to return to Memorial Park in the same location as last year. The Market would take place every Thursday from 5/12/22-10/27/22, except for the Thursday of Strawberry Days. Councilman Myers recommended that Council approve this request.

➤ **Mr. Shawn Myers moved to approve the 2022 Farm Market in the Park for 2022. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

OTHER BUSINESS

- None

NEWS MEDIA

- None

ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned at 8:03 PM.

Respectfully,

Taylor G. Pokrant
Borough Secretary/Zoning and Code Enforcement Officer