

**BOROUGH OF GROVE CITY COUNCIL  
WORK SESSION AND REGULAR MEETING MINUTES  
December 20, 2021**

**WORK SESSION MEETING CALL TO ORDER** by Council President, Mary Kay Mattocks 6:00 pm

**MEETING ATTENDANCE / ROLL CALL**

<b>X if present</b>	<b>Council Member Name</b>	<b>X if present</b>	<b>Council Member Name</b>	<b>X if present</b>	<b>Other Name</b>
X	Mattocks, Mary Kay	X	Bonner, Timothy (Solicitor)	X	Oakes, Vance (Boro Manager)
X	Daley, Kathleen	X	DiStasi, Vincent	X	Pokrant, Taylor (Boro Sec.)
X	Myers, Shawn	X	Riddle, Randy (Mayor)	Absent	Goncz, Dan (Engineer)
X	Henry, James	X	Bigley, Joel (Vice-Pres)		
X	Hodge, Jeffrey	X	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

**DISCUSS PROPOSED CONDITIONAL USE RESTRICTIONS FOR GROVE CITY AREA SCHOOL DISTRICT/GROVE CITY YMCA**

Mr. Taylor Pokrant, Borough Secretary/Zoning and Code Enforcement Officer, presented background information regarding the conditional use request by Grove City Area School District. He detailed that the Highland Building was located within the P-1 Public Institutional district and that this was an application for an adaptive re-use of a historic building. Solicitor Bonner presented Borough Council with a draft Findings of Fact/Decision. Solicitor Bonner then proceeded through each condition with Borough Council. Borough Council had some concerns regarding the presence of Head Start already operating within the structure and whether these conditions would be compatible with this. Borough Council also expressed concerns if limiting medical care to only daycare enrollees or former daycare enrollees was prudent. Mr. Vance Oakes, Borough Manager, also detailed that based upon discussions with Grove City School District that the Midwestern Intermediate Unit IV may want to use space within the structure and the restrictions as drafted would not allow this. Due to questions regarding the intention of the School District and YMCA, Solicitor Bonner suggested that Borough Council call Mr. Adam Cook, Grove City YMCA CEO, to discuss their intentions. Mr. Bonner and Mr. Oakes phoned Mr. Cook and discussed the proposed restrictions. Mr. Cook was amendable to the conditions as drafted except he requested that provisions be included to allow Head Start to operate, allow the Midwestern Intermediate Unit IV to occupy up to two rooms and that any student that attends Grove City Area School District or the YMCA Daycare be allowed to receive medical care within the building. Borough Council was amendable to these changes and requested that Solicitor Bonner include them within their decision.

**ADJOURNMENT**

- President Mattocks adjourned the Work Session Meeting at 6:55PM

**REGULAR MEETING CALL TO ORDER BY COUNCIL PRESIDENT, MARY KAY MATTOCKS 7:10 PM**

**PLEDGE OF ALLEGIANCE**

**PRAYER:** was offered by **Mr. Randy Riddle**

**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	Daley, Kathleen	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	X	Zimmerman, William		
X	Gallagher, Amy	X	Oakes, Alex (Jr. Council)		
X	Jaillet, Scott	Absent	Messer, Mac (Jr. Council)		

**REQUEST FOR CITIZENS TO BE HEARD**

- None

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

- None

**APPROVAL OF 'BILLS PAID' REPORT**

- Mr. Shawn Myers moved to approve the 'Bills Paid' report. Mr. Vincent DiStasi seconded the motion and it carried unanimously.

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

- Mr. Scott Jaillet moved to approve the 'Bills to be Paid' report. Mr. William Zimmerman seconded the motion and it carried unanimously.

**APPROVAL OF MINUTES FROM REGULAR MEETING NOVEMBER 15, 2021 AND CONDITIONAL USE HEARING NOVEMBER 29, 2021**

- Mr. Shawn Myers moved to approve the Minutes from Regular Meeting November 15,2021 and Conditional Use Hearing November 29,2021. Ms. Amy Gallagher seconded the motion and it carried unanimously.

**GROVE CITY LIBRARY REPORT**

Ms. Heather Baker announced that the Library was preparing for Christmas and will be having a staff party this week. She also announced that the Library will be holding their New Year's at noon event this year. She further described that the Library is booked with numerous events through March.

**CONSIDER GROVE CITY SCHOOL DISTRICT/GROVE CITY YMCA CONDITIONAL USE APPROVAL**

President Mattocks described that this approval had been the topic of the Work Session meeting prior to the Regular Meeting and asked Solicitor Bonner to clarify the changes that had been made. Solicitor Bonner stated that Borough Council would be approving the Grove City Area School District/Grove City YMCA Conditional Use application with the following changes to the draft document:

1. A provision would be added allowing Farrell Area School District to operate a Head Start Program within the building limited to Grove City Area School District Students ages 3-5 and would only be permitted to operate from 9AM to 2:30PM.
2. A provision would be added to allow the Midwest Intermediate Unit IV to occupy up to two classrooms for instruction or professional development.
3. A provision would be added to allow any student within the Grove City Area School District or attending the Grove City YMCA Daycare to receive medical care within the building.

- **Mr. Vince DiStasi moved to approve the Conditional Use Application by Grove City Area School District/ Grove City YMCA with the three modifications as set forth by Solicitor Bonner. Mr. Shawn Myers seconded the motion and it carried unanimously.**

#### **CONSIDERATION OF RESOLUTION NO. 2021-16 TCC VOTING DELEGATE APPOINTMENT**

Mr. Vance Oakes described that this would designate voting delegates for the Mercer County Tax Collection Committee. Mr. Oakes described that this committee was established in 2009 but has not met since 2018. This committee is responsible to implement and oversee the county-wide collection of Earned Income Taxes pursuant to the requirements of Act 32. Each taxing district is responsible to appoint one voting member to the committee and one alternate voting member.

- **Mr. Jeff Hodge moved to approve Resolution No. 2021-16 TCC Voting Delegate Appointment. Mr. Shawn Myers seconded the motion and it carried unanimously.**

#### **CONSIDERATION OF RESOLUTION NO. 2021-17 ADOPTING ACT 50 DESIGN MANUAL**

Mr. Vance Oakes explained that this would establish design standards and underground areas for small cell wireless facilities. This manual would be in conjunction with the already established small cell requirements adopted earlier this year in response to Act 50.

- **Mr. Scott Jaillet moved to approve Resolution No. 2021-17 Adopting Act 50 Design Manual. Mr. William Zimmerman seconded the motion and it carried unanimously**

#### **CONSIDERATION OF RESOLUTION NO. 2021-18 ADOPTING A FEE SCHEDULE**

Mr. Vance Oakes detailed that this fee schedule would be an update to the existing fees charged by the Borough of Grove City. The biggest changes would be to increase the hearing costs for Zoning Hearing Board Hearings and Conditional Use Hearings because the Borough is incurring greater expense than the current fee. The Borough would also increase the cost for demolitions to include the cost incurred by the Borough to disconnect water service for these structures.

- **Mr. Jim Henry moved to approve Resolution No. 2021-18 Adopting a Fee Schedule. Mr. Vince DiStasi seconded the motion and it carried unanimously**

#### **CONSIDERATION OF RESOLUTION NO. 2021-19 PLANNING COMMISSION REAPPOINTMENTS**

Mr. Vance Oakes announced that Mary Sample would not be returning for another term on Planning Commission, but the other members up for reappointment were willing to serve another term.

- **Mr. Jeff Hodge moved to approve Resolution No. 2021-19 Planning Commission Reappointments. Mr. Shawn Myers seconded the motion and it carried unanimously**

#### **CONSIDERATION OF RESOLUTION NO. 2021-20 ZONING HEARING BOARD REAPPOINTMENTS**

- **Mr. Scott Jaillet moved to approve Resolution No. 2021-20 Zoning Hearing Board Reappointments. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

#### **CONSIDERATION OF RESOLUTION NO. 2021-21 LIBRARY BOARD REAPPOINTMENTS**

- **Mr. William Zimmerman moved to approve Resolution No. 2021-21 Library Board Reappointments. Mr. Shawn Myers seconded the motion. Ms. Amy Gallagher announced her abstention due to employment by the Grove City Library. The remaining members unanimously carried the motion.**

#### **CONSIDERATION OF RESOLUTION NO. 2021-22 VACANCY BOARD REAPPOINTMENTS**

- **Mr. Jeff Hodge moved to approve Resolution No. 2021-22 Vacancy Board Reappointments. Mr. Shawn Myers seconded the motion and it carried unanimously**

#### **CONSIDER INTENT TO ADVERTISE THE FOLLOWING VACANCIES:**

**Civil Service Commission Voting Member (6-year term)**

**Planning Commission Voting Member (2-year term)**

Mr. Oakes thanked Ms. Sample for her service on the Planning Commission and Mr. McCoy for his service on the Civil Service Commission. Mr. Oakes suggested that a letter of gratitude be sent to Ms. Sample and

Mr. McCoy. Mr. Oakes also mentioned that a letter of interest was attached to the Board Packet from Tom Gregg regarding the Planning Commission vacancy.

- **Mr. Jeff Hodge moved to advertise the vacancies. Mr. Jim Henry seconded the motion and it carried unanimously**

#### **CONSIDERATION OF RESOLUTION 2021-23 SETTING THE 2022 REGULAR MEETING SCHEDULE**

- **Mr. William Zimmerman moved to approve Resolution 2021-23 Setting the 2022 Regular Meeting Schedule. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

#### **CONSIDER ORDINANCE 1481 INCREASING THE WATER CHARGES FOR 2022**

Mr. Vance Oakes described that these increases in water and sewer rates were included in the approved 2022 Budget.

- **Mr. William Zimmerman moved to adopt Ordinance 1481. Mr. Shawn Myers seconded the motion and it carried unanimously.**

#### **CONSIDER ORDINANCE 1482 INCREASING THE SEWAGE CHARGES FOR 2022**

- **Mr. Scott Jaillet moved to adopt Ordinance 1482. Mr. Jim Henry seconded the motion and it carried unanimously.**

#### **CONSIDER RECONFIRMING 511 TAXES**

Mr. Vance Oakes explained that there was no change to the Act 511 taxes, but they should be reconfirmed each year. Mr. Oakes stated that the Act 511 taxes include the per capita tax, Local Services Tax and Occupation assessment that many refer to as nuisance taxes.

- **Ms. Amy Gallagher moved to reconfirm the Borough of Grove City's Act 511 taxes. Mr. William Zimmerman seconded the motion and it carried unanimously.**

#### **CONSIDER AGREEMENT WITH MCGILL, POWER, BELL & ASSOCIATES, LLP FOR AUDIT OF 2021 FINANCIALS CONSIDER AGREEMENT WITH MCGILL, POWER, BELL & ASSOCIATES, LLP FOR AUDIT OF 2021 DCED FINANCIALS**

Mr. Vance Oakes requested that the two agreements with McGill, Power, Bell Associates, LLP be considered together. These agreements would appoint McGill, Power, Bell and Associates as the auditors for the Borough of Grove City for both the 2021 Financials and the 2021 DCED Financials.

- **Mr. Vince DiStasi moved to approve Agreement with McGill, Power, Bell & Associates, LLP for Audit of 2021 Financials and Agreement with McGill, Power, Bell & Associates, LLP for Audit of 2021 DCED Financials. Mr. Jeff Hodge seconded the motion and it carried unanimously.**

#### **CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN GROVE CITY BOROUGH AND TEAMSTERS LOCAL UNION 205**

Mr. Oakes explained that this MOU would allow the Borough of Grove City to select a separate health plan from the one that is named within the current union contract. The first agreement of this type was in 2019 and has been subsequently extended. The Teamsters Union has agreed to this MOU for next year already.

- **Mr. Jeff Hodge moved to approve the Memorandum of Understanding between Grove City Borough and Teamsters Local Union 205. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

#### **ENGINEER'S REPORT, by Daniel Goncz**

##### Water Treatment Plant

Gannett Fleming is in the process of preparing an engineer's opinion of estimated project costs for the 2.0 MGD Water Treatment Plant Project. Gannett Fleming is also in the process of preparing an opinion of

probable project costs on the Memorial Park restroom to be constructed at the same time as the water treatment plant. The restroom project will be bid at the same time, however, the Bids for the restroom will be separated from the water treatment plant construction so council has the ability to accept or reject the restroom project after the construction costs are known. Gannet Fleming is also in the process of obtaining DEP approvals for the Water Treatment Plant and has submitted the Building Permit documents for the plant and restroom. Gannet Fleming is recommending that Council begin discussions with Bond Counsel regarding a 2022 Bond Issue for the Water Treatment Plant Project. Council will recall that the 2020 Bond Issue was for the limit that the Borough could borrow in a calendar year and that a second borrowing would be required. Mr. Oakes suggested that Council include bank financing as an option as well.

➤ **Ms. Amy Gallagher moved to approve the appointment of Dinsmore and Shohl LLP as Bond Counsel to explore bond and financing options for 2022. Mr. Joel Bigley seconded the motion and it carried unanimously.**

Mr. Goncz also highlighted the 2022 Gannet Fleming proposal for 2022 Annual Engineering Services. He also reminded Council that this year the Wastewater Plant NPDES Permit would be up for renewal.

➤ **Ms. Amy Gallagher moved to approve Gannet Fleming's 2022 Annual Engineering Services Proposal. Mr. Joel Bigley seconded the motion and it carried unanimously.**

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

- Mr. Oakes provided Borough Council with a copy of Planning Commission's recommendation regarding Ordinance 1483. Planning Commission requested that all impacted property owners receive notice and Mr. Oakes has instructed Mr. Pokrant to provide notices after the new year. Mr. Oakes reminded Council that there will be a public hearing regarding Ordinance 1483 on 1/20/22 at 6PM.
- Mr. Oakes also provided Council with a letter from Mike Baun, operator of Grove City Airport, that expressed his opposition to Tri-County's landfill. Mr. Oakes said that he has also received letters from pilots voicing their opposition. Mr. Oakes also informed Council that the Environmental Hearing Board had denied Pine Township's request to rejoin the lawsuit opposing Tri-County's proposed landfill, but had granted them intervenor status. Mr. Oakes stated that he has not received any further requests for Grove City Borough to support the lawsuit financially, but expects that he may receive requests after the holidays. Solicitor Bonner mentioned that he has put in calls to the legal counsel for Liberty Township/CESERA, but has not heard back from him.
- Additionally, Mr. Oakes detailed that following the ordinance changes regarding the Municipal Park hours, he spoke with Chief Osborne regarding signage. Chief Osborne expressed his desire to post a sign prohibiting all pedestrians and traffic when the park was closed. Mr. Oakes recalled discussions with Borough Council previously about allowing vehicles to pass through the park after it was closed, but wanted to bring it to Council for clarification. Councilman Jaillet questioned if a gate would have to be installed to adequately enforce this. Mr. Oakes reminded Council that the gates were removed from Memorial Park because the High School changed their faculty exit and needed a portion of Memorial Park Drive open. Mayor Riddle said that we would have to relocate the gates and lock them if we wanted to enforce these rules. Councilman Bigley questioned if we would also need to lock the gate at Hunter Farm Park. Mr. Oakes stated that there is not currently a gate at that park. Councilman Myers questioned the need for gates or if the signs would be adequate. Councilwoman Gallagher expressed that she believed that it would be best to table these discussions until Chief Osborne could be present for them. Mr. Oakes moved on, tabling further discussion until the Chief could be present. Mr. Oakes mentioned that reflective poles had been installed between Memorial Park Drive and the walking trail following concerns that Councilman Jaillet had raised at the last meeting.
- Finally, Mr. Oakes thanked all of Council for all their work this past year and recognized Councilwoman Daley for her service as this was her final meeting.

#### **JUNIOR COUNCIL REPORT – Junior Council Member, Alex Oakes**

- Mr. Alex Oakes presented information that he had gathered from an interview with the Grove City High School Theater Director, Patrick McElroy. Mr. Alex Oakes described that Mr. McElroy wanted to stress that High School Theater events are open to the public. The next performance will be

Joseph and the Amazing Technicolor Dreamcoat. This performance will include high school students as well as elementary students.

**MAYORS REPORT presented by Mayor Randy Riddle**

- Mayor Riddle informed Council that he would be sending a letter in January as required by the Borough Code to Council that he intends to conduct weddings in 2022. Mayor Riddle informed Council that Ross Phipps was sworn in as a police officer on 12/2/22 and will be completing training from now until about February. Mayor Riddle reminded Council that there will be a reorganization meeting on 1/4/22 that he will run until a new Borough Council President is elected. He reminded Council to complete their required residency affidavit prior to this meeting and to bring their election certificates as well. Finally, Mayor Riddle informed Council that the DARE program would be starting on 1/18/22.

**OTHER BUSINESS**

- Councilwoman Gallagher thanked the Borough Public Works and Electric Departments for their assistance with the downtown Christmas tree.
- Councilman Jaillet reported to Council that the GCC robotics teams placed 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> at their national competition. Councilman Jaillet also thanked Lengel Farms for bringing Santa to Memorial Park this year.

**NEWS MEDIA**

- Council was available to answer questions from the news media.

**ADJOURNMENT**

There being no further business to come before Council, the meeting was adjourned at 8:09PM

Respectfully,

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