



# CITY OF TITUSVILLE

**CALL TO ORDER**

The regular meeting of Titusville City Council was called to order by Mayor Smith in the Conference Room at the Titusville Redevelopment Authority at 6:00 p.m.

**INVOCATION**

Given by Pastor Hipwell

**PLEDGE OF ALLEGIANCE**

Led by Mayor Smith

**ROLL CALL**

Mayor Esther Smith, Deputy Mayor Bill Adelman, Councilman Keith Bromley, Councilman Don Frazier and Councilman Jay Reese.

**OTHERS PRESENT**

City Manager Larry Manross, Solicitor Richard Winkler, Josh Sterling represented the Titusville Herald.

**NOTICE OF EXECUTIVE SESSIONS**

Mayor Smith announced that Council held executive sessions on 11/6 & 11/13 in regard to Personnel and an Executive email 11/9.

**ADOPTION OF AGENDA**

*Motion* by Mr. Bromley, *second* by Mr. Frazier, and *carried unanimously* to adopt the Agenda as prepared.

**APPROVAL OF MINUTES**

*Motion* by Mr. Bromley, *second* by Mr. Adelman, and *carried unanimously* to accept the minutes of the regular meeting of October 16, 2012 as submitted and placed on file.

**PUBLIC PARTICIPATION PERTAINING TO AGENDA ITEMS**

None

**REPORTS**

***Operational Reports***

*Motion* by Mr. Frazier, *second* by Mr. Bromley, and *carried unanimously* to accept the Operational Reports; Building Inspector, Finance, Fire, Police, Public Works, and Treasurer for the month of October 2012 as submitted and to place on file.

*Fire Department*

Chief Crotty clarified for Mr. Reese SCBA flow checks and the hydrostatic testing and purchase of bottles and that everything is inspected on an annual basis. Composite bottles are good for 15 years and will need replaced in 2022.

Mr. Reese also questioned if 112 man hours is typical for automatic alarms. Chief Crotty explained attendance was up and he goes per man. Minutemen attend but do not get paid.

Mrs. Smith questioned 14 man hours for a brush fire and where it was at. Chief Crotty clarified it was up on the Heights on North Dillon. 2 hours per man.

*Police Department*

Mr. Reese said he was driving down the road one day just before Halloween and got to hear the public service announcement the Chief spoke about and told the Chief he did a nice job.

Mr. Bromley questioned if the department had time to look at the intersections Council had questions on. Chief Thomas explained the one at Walnut and Franklin Council will have to decide how many feet to eliminate parking. There is no other way or just leave it like it is it has been that way for years. It is an intersection that you just have to watch. It hasn't been a problem. There have been a few accidents there but it is not one that we normally have an accident there all the time. The Chief said he is afraid of creating a hardship for the Library if we take away too much parking there because there isn't parking anyplace else. On Spruce and Brown: 34 vehicles were clocked in an hour with speeds ranging from 12 mph to 34 mph. No vehicles were counted that were turning because they were not a traffic issue. 22 went West. 12 went East. The average speed was 24 mph. Note was taken of the vehicles parked at the intersection: North Brown Street had one vehicle parked on the West side legally. 400 E Spruce had a small boat on the South side parked which is typically there. Cars in the area were parked legally and speeds were less then posted limit. There was no big deal. They could not even have cited someone if they wanted to. In the Department's opinion there is no issue.

Public Works

Mayor Smith reported on Spring Street by Sheetz the Public Works Department had dug up a section there and now it is really rough coming down through there. This was brought to her attention by a few people. Mr. Manross said it was temporarily filled when the water and sewer lines were tied in and will look in to it.

Mr. Frazier questioned the rebuilding of the pumps at the lift station. Mr. Manross said there were issues with them but he doesn't know to what degree. They were repaired but he is unsure if it was a total rebuild or not.

Mr. Manross stated that as of 3:00 today both of the City's pumps that pump water up in the Petroleum Street Tower are broke. At this point we cannot put any water back in the tower so residents are going to probably see a pressure problem. We hope to have this all corrected tomorrow but we are advising people to try and conserve water. Mr. Manross went on to say he doesn't think this is a critical emergency but there will be a drop in pressure.

Treasurer's Office

Mr. Reese questioned the water tap out of town and is curious if that is at the same rate as City residents or not. Mr. Manross will take a look.

**MINUTES OF BOARDS & COMMITTEES**

*Motion* by Mr. Bromley, *second* by Mr. Frazier, and *carried unanimously* to accept the minutes of the Housing Authority – 9/25, Planning Commission 10/4, Redevelopment Authority – 10/1, Safety Committee – 10/30 and Airport Authority 8/8.

Airport Authority

Mr. Reese commented he is glad to see them in the packet and he misses going to the meetings.

Mr. Bromley clarified for Mr. Frazier the grant for minor repairs was for an upgrade to extend the electric for potential growth; more hangars etc. Mr. Frazier asked if there was resolution to the electrical issue. Mr. Bromley added the Airport got \$1,000 off the \$6,000 bill and the insurance picked up the tab. Mr. Frazier said there are pieces of equipment that can be added to help protect from damage of transients. This may be something the Airport would want to look at in the future.

**BILL LISTINGS**

*Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to ratify the bill listing warrants dated 10/17 - \$17,468.28, 10/24 - \$49,594.60, 11/01 - \$77,169.44, 11/7 - \$42,886.54, & 11/14 - \$27,246.70.*

Warrant Dated – 10/17 – No questions

Warrant Date – 10/24

Mr. Reese read from a prepared statement; "First of all I would like to reiterate a point I made at a pension board meeting here a little while back which is one of the issues I wish was different in this town of the politics is that when anyone offers a contrary opinion or points out where something may have been done incorrectly just more often than not it seems like it becomes like a personal attack to people which immediately derails the process of reasonable thought and debate on how to do it better going forward. From day one here I have always attempted to just state what is on my mind in an effort to critique and improve our town. Again in this situation this is all I am doing. I am very much supportive of the overall body of work done by the manager and I am glad as always and I want to make this point very clear and I am glad that he has always handled my questions and my thoughts professionally. That said, a few weeks ago the manager informed Council that he had purchased some equipment and had it installed in an effort to remedy an issue that he had been working on. This equipment was not cheap and it failed to do what it was intended to do. Further in my opinion it may have had an unintended negative impact. The bill for that equipment appears in this listing. While again I will tell you that Larry has my support I was compelled to speak out at this point in the meeting for two reasons; first to make sure that this bill is being properly handled through the contingency fund and most importantly for me to go on record saying to those City employees involved that I would not have supported this purchase had it come to my attention beforehand and that after a good dialogue and critique has been done in executive session I am confident that we all go forward in a positive direction. "

Warranted Dated - 11/1

Mrs. Durstine confirmed for Mr. Frazier that the City has an inventory

of what all computers we have.

Mr. Reese questioned Chief Crotty in regards to hydrant parts. Mr. Manross clarified the parts were purchased by Public Works.

Warranted Dated - 11/7 – No questions

Warranted Dated - 11/14 – No questions

**New Business**

Resolution No. 23 of 2012 –  
Fixing the Salary of the City  
Manager

Motion by Mr. Reese, second by Mr. Bromley, and carried unanimously to adopt Resolution No. 23 of 2012.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA FIXING THE SALARY OF THE CITY MANAGER FOR CALENDAR YEAR 2013 of \$60,000.

Resolution No. 24 of 2012 –  
Sale/Scrap of Surplus Property

Motion by Mr. Frazier, second by Mr. Adelman, and carried unanimously to adopt Resolution No. 24 of 2012.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE AUTHORIZING THE SALE OR SCRAP OF VARIOUS ITEMS OF SURPLUS PROPERTY.

Mr. Manross added there are 11 items that are all at Public Works that anybody can go and view are up for sale that you can place a bid on. There is a sheet that you can obtain from Public Works which will have all of these listed and what your bid is and you will have until December 5<sup>th</sup> to bid. It will be in Friday and Saturday's paper.

Resolution No. 25 of 2012 – Set  
City Council Meeting times

Motion by Mr. Adelman, second by Mr. Bromley, and carried unanimously to adopt Resolution No. 25 of 2012.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, TO SET THE TIME FOR MEETINGS OF THE CITY COUNCIL.

Council Bill No. 13 of 2012 – Fix  
Real Property Tax Rate

Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to introduce Council Bill No. 13 of 2012 on 1<sup>st</sup> Reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, FIXING THE REAL PROPERTY TAX RATE FOR ALL CITY PURPOSES FOR THE YEAR 2013 AT 20.713 MILLS ON BUILDINGS AND 71.25 MILLS ON LAND; ALSO DELINEATING THAT PORTION OF THE REAL PROPERTY TAX TO BE USED FOR RECREATIONAL PURPOSES, FOR PENSION RECOVERY PURPOSES, FOR LIBRARY PURPOSES, AND FOR SHADE TREE PURPOSES, FOR THE CALENDAR AND FISCAL YEAR 2013.

Mr. Manross confirmed there is no increase in this tax rate it is the same as 2012.

Mr. Reese added this is a testament to Larry's good job and the good job of the City for tightening their belt. He went on to say, since the time he (Mr. Reese) has been here these numbers have been exactly the same and he has a lot of confidence that we can do it one more time next year.

Council Bill No. 14 of 2012 – 2013 Budget

Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to introduce Council Bill No. 14 of 2012 on 1<sup>st</sup> Reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR THE SPECIFIC PURPOSES OF THE CITY GOVERNMENT, CITY OF TITUSVILLE, HEREINAFTER SET FORTH, DURING THE YEAR 2013 AND FOR FIXING THE SALARIES OF CERTAIN OFFICES, OFFICERS, AND EMPLOYEES OF THE CITY OF TITUSVILLE FOR AND DURING THE TERM FOR WHICH THEY ARE RESPECTIVELY ELECTED OR CHOSEN FOR APPOINTMENT.

Mr. Manross read each of the revenue and expenditures totals. Revenue totaling \$3,572,829 and Expenses \$3,572,829.

WWTP Payment Requisition #9

Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to approve Payment Requisition #9 for the WWTP Phase III Upgrade Project in the amount of \$6,594.96

Mr. Frazier questioned the length of this project. Mr. Manross stated the City is mandated to have the project finished by December 31, 2013.

**PUBLIC PARTICIPATION**

None

**COMMENTS BY MAYOR/MANAGER/COUNCIL**

Mr. Bromley thanked the Administration for their efforts in regard to the budget. Council was presented with a great product for all of us to see what's going on in this year to come. He went on to say he appreciates their hard work.

Mr. Reese wished everyone a Happy Thanksgiving.

Mayor Smith thanked Larry and went on to say the last two years the budget has gone very smoothly and it's a pleasure. She also thanked Diana and the Department heads and everyone involved.

Mr. Frazier wished all of the community a very gracious and thankful Thanksgiving and he is also very thankful and grateful to all of our City employees. He went on to say, some of them will not be off that day they will be patrolling our streets and watching for any fire

incidents and things like that and he truly appreciates that. He asked those present to let their men and women know that and thanked them from his heart.

Mrs. Smith mentioned there has been a concern that the pool at Burgess is not filled. Mr. Manross said there are plans to put water in it although he doesn't know exactly when. He is due to take a whole tour of all of Leisure Services within the next day or so and he should know a lot more than.

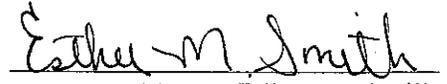
**ADJOURNMENT**

*Motion* by Mr. Bromley, *second* by Mr. Adelman and *carried unanimously* to adjourn the meeting at 6:40 p.m.

Mayor Smith thanked everyone for coming, wished them a wonderful Thanksgiving and added we have much to be thankful for.

**APPROVED BY COUNCIL**

THIS 18<sup>th</sup> DAY OF December, 2012

  
\_\_\_\_\_  
Mayor Esther M. Smith

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council Meeting of November 20, 2012.

  
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Diana A. Durstine  
Recording Secretary