



# CITY OF TITUSVILLE

## City Council Meeting Proceedings December 18, 2012

<b>CALL TO ORDER</b>	The regular meeting of Titusville City Council was called to order by Deputy Mayor Adelman in the Conference Room at the Titusville Redevelopment Authority at 6:05 p.m.
<b>MOMENT OF SILENCE</b>	Observed
<b>PLEDGE OF ALLEGIANCE</b>	Led by Deputy Mayor Adelman
<b>ROLL CALL</b>	Deputy Mayor Bill Adelman, Councilman Keith Bromley, Councilman Don Frazier and Councilman Jay Reese. Mayor Esther Smith was absent from the meeting.
<b>OTHERS PRESENT</b>	City Manager Larry Manross, Solicitor Richard Winkler, Police Chief Thomas, Josh Sterling represented the Titusville Herald.
<b>NOTICE OF EXECUTIVE SESSION</b>	Deputy Mayor Adelman announced that Council held an executive session December 11 <sup>th</sup> in regards to a legal issue.
<b>ADOPTION OF AGENDA</b>	<i>Motion</i> by Mr. Bromley, <i>second</i> by Mr. Reese, and <i>carried unanimously</i> to adopt the Agenda as drafted. Deputy Mayor Adelman announced one amendment that there would be no Building Inspector's report.
<b>APPROVAL OF MINUTES</b>	<i>Motion</i> by Mr. Bromley, <i>second</i> by Mr. Frazier, and <i>carried unanimously</i> to approve the minutes of the regular meeting of November 20, 2012.
<b>PUBLIC HEARING 2013 BUDGET</b>	Deputy Mayor Adelman opened the hearing for public comment. There was no public comment.
<b>PUBLIC PARTICIPATION PERTAINING TO AGENDA ITEMS</b>	<i>Motion</i> by Mr. Bromley, <i>second</i> by Mr. Reese, and <i>carried unanimously</i> to close the public hearing.
<b>REPORTS Operational Reports</b>	<i>Motion</i> by Mr. Frazier, <i>second</i> by Mr. Bromley, and <i>carried unanimously</i> to accept the Operational Reports; Finance, Fire, Police, Public Works, and Treasurer. [For the month of November 2012 as submitted and to place on file]
<i>Police Department</i>	Mr. Frazier commented there are two officers off duty. Chief Thomas confirmed one officer came back today and these situations make scheduling tough.
	Mr. Bromley addressed Chief Thomas in regards to the City's new officer Jason Bean brought on board and offered the Chief feedback. Mr. Bromley went on to say his family was in a position a couple of days ago where they had to call the Police Department

for an incident. He went on to say Mr. Bean our new Police Officer is a class act with the way he handled it and his family was most impressed with how he handled things.

Mr. Frazier questioned Chief Thomas whether there was an issue in the future if the City continues to use the Police Department for a polling place. Chief Thomas confirmed there were no issues.

Public Works

Mr. Reese commented he thinks Public Works did a nice job with cold patch.

Mr. Frazier commented he had it brought to his attention that there may be craters starting on East Spring Street where the school parking lot exits to the street.

Treasurer's Office

Mr. Frazier questioned if the \$100,000 on the Leisure Services report was the City's contribution. Mr. Reese described the balance as being what they have on hand right now, like the proceeds from food sales. Mr. Manross confirmed this amount doesn't have anything to do with what the City does. Mr. Bromley added it looks like they are in good shape.

**MINUTES OF BOARDS & COMMITTEES**

*Motion by Mr. Bromley, second by Mr. Reese, and carried unanimously to accept the minutes of the Airport Authority – 11/14, Housing Authority 10/16, Redevelopment Authority – 11/5, and Safety Committee – 11/20.*

Airport Authority

Mr. Frazier questioned if the landing fee was settled. Mr. Bromley noted that the Authority decided on an amount of \$250 per month regardless of the number of landings and that was forwarded to the company concerned and the Authority is still waiting to hear back from them. This amount is the same that would be charged to anyone. There are also a couple of different options, like if they purchase fuel the Authority does not charge anything. Mr. Frazier wanted to make sure that this would not deter people from coming in here, especially emergency vehicles.

Mr. Reese questioned the length of time the new person being put on would be kept for. Mr. Bromley noted he thinks it will probably be for the year not to exceed a certain amount or 25 hours per week. This employee was used for three years through the program to get retired people back to work. He added Mr. Kuhn is a great asset to the Titusville Airport.

Mr. Adelman questioned the amount that others charge for landing fees. Mr. Bromley stated it depends where you are at, but he used to write a check for \$350 each time he touched down in Pittsburgh. The Authority thinks \$250 per month is outstanding for a company who could come and land here ten times per month. The Authority has had a good partnership with this company for many years and we actually give them access to the building so if they are here at 2:00

Safety Committee

in the morning they can get in the building and use the facility, use the computer, use the weather machine, they can stay overnight if they want, which they have in the past. It's a great deal for them and other businesses as well. He added Airports are not money makers but have to charge fees like this to operate.

Mr. Frazier pointed out the injury and hoped it wasn't too severe. Mr. Manross commented the employee cut a tendon during a practice exercise and is back to work.

**BILL LISTINGS**

*Motion* by Mr. Frazier, *second* by Mr. Bromley, and *carried unanimously* to ratify the bill listing warrants dated 11/29 - \$57,570.64, 12/5 - \$166,401.26, 12/12 - \$62,311.10.

Warrant Dated – 11/29

Mr. Reese commented the City spent \$1,000 on this bill listing fixing parking meters and that is what we collect in a month so he just wanted to make the point that about a month's worth is what it takes to maintain them so he doesn't think it is worth looking at.

Mrs. Durstine clarified for Mr. Bromley the health reimbursement for the vendor in question was for multiple months.

Warrant Dated – 12/5

Mr. Reese questioned the \$1,000 minor equipment purchase. Mr. Manross confirmed this was a cut saw. Mr. Reese questioned the cutoff threshold for minor and major equipment. Mr. Manross said it has never been defined but personally he would say \$1,000.

Warrant Dated – 12/12

Mr. Reese questioned more sludge bills. He said it has been explained why they are there but next time the Public Works Director is here he will have him explain again why it is more expensive of late. Mr. Manross clarified the one bill if for the fees at the site not the hauler. Mr. Reese added this is because we can't squeeze it anymore.

**New Business**

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

*Motion* by Mr. Bromley, *second* by Mr. Frazier, and *carried unanimously* to adopt Council Bill No. 13 of 2012 on its 2<sup>nd</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 the rate is exactly the same as last year with no tax increase.

Mr. Frazier gave his hats off to Larry and the crew keeping the budget where it is nice and tight.

Mr. Reese added hats off to everybody as Council tried to pass the same numbers two years ago with an angry mob at the meeting. The City has cut and done a great job of it.

Mr. Bromley noted the City has to look at other communities that haven't been able to do the same.

Mr. Adelman added good job to the whole team.

Council Bill No. 14 of 2012 –  
2013 Budget

Motion by Mr. Frazier, second by Mr. Reese, and carried unanimously to adopt Council Bill No. 14 of 2012 on its 2<sup>nd</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.

Mr. Bromley again thanked City Administration for their efforts on this budget.

Mr. Adelman agreed and commented this is the second half of the equation. Hats off to basically everybody from Larry on down to the guys out there keeping the streets clean and the potholes filled and reading meters and what not.

Mr. Reese stated Council did make a change with where we put the paving dollars which are in the liquid fuels fund now. Mr. Manross confirmed that there is more than \$56,000 in the budget for streets.

Reappointment  
Airport Authority

Motion by Mr. Bromley, second by Mr. Reese, and carried unanimously to reappoint James Kuhn to the Airport Authority to a term ending 1/1/2018.

Mr. Bromley commented that this is about as solid as they come. Jim

has done wonderful things out at the airport over the years. He has secured a lot of money for the airport and really brought it out of the gutter. He has done a good job is a wonderful guy to have on board and we are lucky to have him. To those that did not know Mr. Bromley added that Jim has his office right there at the airport and his company has allowed him to use that facility as his office and we benefit from that greatly because we have an airport manager that is there everyday of the week that would otherwise not be.

Mr. Adelman added council has heard good things about him and look forward to him serving another term.

*Reappointment  
Library Board*

*Motion by Mr. Reese, second by Mr. Bromley, and carried unanimously to reappoint Roger Sybrant to the Benson Memorial Library Board to a term ending 1/1/2016.*

Mr. Reese commented that he has heard that he is participating well and he remembers having a good interview with him.

*Reappointment  
Civil Service Commission*

*Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to reappoint Sharon Lemley to the Civil Service Commission to a term ending 1/1/2019.*

Mr. Adelman commented it seems like she has been involved in quite a few things and it is appreciated. He went on to say as Mr. Bromley always states we rely on the efforts of good citizens to come out and do their part to make this team work and this community.

*Resolution No. 26 of 2012 –  
Cooperation agreement with  
Redevelopment Authority*

*Motion by Mr. Bromley second by Mr. Frazier, and carried unanimously to adopt Resolution No. 26 of 2012.*

WHEREAS, the Council of the City of Titusville has approved and authorized for submission by the Titusville Redevelopment Authority an application for funding by the Department of Community and Economic Development of the Commonwealth of Pennsylvania.

WHEREAS, it is necessary that there be an Agreement by and between this City and the Titusville Redevelopment Authority, whereby the cooperation of this City to undertake certain responsibilities and liabilities, all as set forth in the Application and Agreement, be agreed upon.

Mr. Reese commented that he wanted to make his opinion clear. After talking with Mr. Becker there is no real change in what we do as a city and what they do. He continued it is worth noting since he has been on council, the previous administration thought we could do the CDBG administration in house and there is a portion of that money that is designated for administration of those funds. When it came up last time council agreed that because there is so much

turn over it is better to keep it in house. In fairness, when you take all the CDBG money and take it to the waste water treatment plant it does not cost them near that to track it, but as an ongoing service it's great.

Mr. Adelman added he believes they serve a vital function as a clearing house.

Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to adopt Resolution No. 27 of 2012.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE TO APPROVE A SETTLEMENT AGREEMENT AND GENERAL RELEASE BETWEEN THE CITY OF TITUSVILLE AND WILLIAM T. SPAEDER, INC.; KAPPE ASSOCIATES, INC. AND PENTAIR PUMP GROUP, INC., AND TO AUTHORIZE THE EXECUTION AND DELIVERY THEREOF.

Mr. Manross described this as being the settlement that the City had with the water pump in the water works building. Mr. Manross confirmed for Mr. Frazier that the pump did not meet the published specs.

Mr. Reese requested the amount of legal fees involved to get to this point.

Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to approve Payment Requisition #10 for the WWTP Phase III Upgrade Project in the amount of \$5,136.00.

Motion by Mr. Bromley, second by Mr. Reese and carried unanimously to adopt Resolution No. 28 of 2012.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF THE MONEY ACCUMULATION PENSION PLAN FOR THE EMPLOYEES OF THE CITY OF TITUSVILLE, TO AMEND THE PLAN OR PROGRAM APPLICABLE TO THE EMPLOYEES OF SAID CITY.

Mr. Manross commented when the City put together the pension plan it was set up on a fiscal year instead of a calendar year. This was originally done in September of 1976.

**PUBLIC PARTICIPATION**

James Elliott – 306 North Franklin Street

Requested Council follow-up on possibly eliminating the new account fee for current account holders for the water bill. Mr. Manross stated this fee is in Article 191 so this request would take an

Resolution No. 27 of 2012 – Settlement and Release of Claims

WWTP Payment Requisition #10

Resolution No. 28 of 2012 – Non-Uniform Pension "Plan Year" amendment

**COMMENTS BY  
MAYOR/MANAGER/COUNCIL**

amendment to the ordinance. Mr. Reese added there would be cost to the City for setup of the account in the system and other things.

Mr. Bromley thanked the Administration for their day to day efforts and all they done throughout the year as well as the work they have done on the budget. He added he has really enjoyed his first year working on City Council. Mr. Bromley also noted the Redevelopment Authority has undertaken and dealt with a lot. It is a great partnership and he is glad that the City has the relationship we do and would like to see us continue that. He also commented that he hopes the Mayor is feeling better.

Mr. Reese commented that Mr. Adelman did a nice job running the meeting and wished everyone a Merry Christmas and a Happy New Year.

Mr. Adelman thanked all of Council for a great year. He said Council had been through a few rough times but are still playing together and that is important going forward. He went on and expressed his thanks and gratitude to all of the employees especially under the direction of Larry. He thinks Council has done a good job together and looks forward to 2013 to be another great year. He extended his best wishes to everyone for a Merry Christmas and a safe, prosperous, and blessed New Year.

Mr. Frazier wished Merry Christmas to all and all departments. He went on to say he appreciates the work that everyone does. There are a lot of folks that are out there patrolling on the holidays when the rest of us are home and they are out there making things safe. He appreciates the sacrifice they provide for that as well as the fire department and the street crews that are out there if there is a problem on the roads. He noted the next Council meeting will be the second Tuesday of January.

Mr. Manross also thanked all the worker's from the City and went on to say that they do a nice job. He wished everyone a Merry Christmas and thanked Council for all of the support they have given to him over the last year. He really appreciates it.

**ADJOURNMENT**

*Motion by Mr. Reese, second by Mr. Adelman and carried unanimously to adjourn the meeting at 6:50 p.m.*

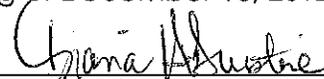
**APPROVED BY COUNCIL**

THIS 5<sup>th</sup> DAY OF January, 2012



Deputy Mayor William P. Adelman

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council Meeting of December 18, 2012.



Diana A. Durstine, Recording Secretary