



CITY OF TITUSVILLE

City Council Meeting Proceedings - January 17, 2012

CALL TO ORDER	The 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 Councilman Adelman
PLEDGE OF ALLEGIANCE	Led by Mayor Smith
ROLL CALL	Mayor Esther Smith, Deputy Mayor Bill Adelman, Councilman Keith Bromley, Councilman Pat Cartney and Councilman Jay Reese were present.
OTHERS PRESENT	City Manager Larry Manross, Solicitor Richard Winkler, Police Chief Thomas, Fire Chief Crotty, Mary Hill represented The Titusville Herald and GBS Television taped the proceedings.
NOTICE OF EXECUTIVE SESSIONS	Mayor Smith announced that last week Council held an executive session and the subject of discussion was personnel.
ADOPTION OF AGENDA	It was <i>moved</i> by Mr. Bromley, <i>seconded</i> by Mr. Adelman, and <i>carried unanimously</i> to adopt the Agenda as prepared.
APPROVAL OF MINUTES	It was <i>moved</i> by Mr. Cartney, <i>seconded</i> by Mr. Bromley, and <i>carried unanimously</i> to accept the minutes of the Reorganizational and Special meetings of January 3, 2012 as submitted and place on file.
PUBLIC PARTICIPATION PERTAINING TO AGENDA ITEMS	None
REPORTS	It was <i>moved</i> by Mr. Bromley, <i>seconded</i> by Mr. Reese, and <i>carried unanimously</i> to accept the Operational Reports; Building Inspector, Fire, Police, Public Works, and Treasurer for the month of December 2011 as submitted and to be placed on file.
Fire Department	<p>Mr. Reese questioned Health Act 37 regulations and that the City might be required to be certified as a first response and should the City be concerned about that. Chief Crotty explained that this is more for quality control measures. It will require the Department to do some additional paperwork and documentation. There may be a few minor pieces of equipment that need to be picked up. Mr. Reese clarified that the EMT certification that the Firefighters currently carry will be sufficient.</p> <p>Mrs. Smith questioned the Chief's documentation on automatic fire alarms. Chief Crotty confirmed there was no difference in the bullets other than he is computer challenged.</p> <p>Mr. Adelman questioned if the Chief keeps track of man hours actually expended on particular items the department gets called</p>

out on. Chief Crotty stated there is an incident report but he does not normally gather that for a monthly report. Mr. Reese confirmed with Chief Crotty that for automatic fire alarms everyone gets a 2 hour minimum. Chief Crotty commented that there were 3 facilities that went over the three automatic alarm limit.

Police Department

Mr. Adelman requested clarification of the numbers at the top of Chief Thomas's report. Chief Thomas stated those are the year end numbers for total incidents.

Public Works

Mr. Adelman questioned if the grit pump removed was being repaired. City Manager Manross confirmed that it is. Mr. Adelman also questioned the pretreatment inspections performed and what the results were. Mr. Manross stated they are all good. There is not a final report back. Mr. Reese added typically when they are good you don't see them and when they are bad you will see them in your packet.

Mrs. Smith questioned how things are going with water meters being read. Mr. Manross stated things are going very good. This month 1,200 meters were read which is the goal that we set. We have 2,400 meters and would like to get half read each month so that is progressing very well. We had 100 service calls answered for problem areas that had been piling up. Mrs. Smith questioned if we have been replacing water meters. Mr. Manross stated we have been replacing them on a regular basis just no mass amounts. As they go bad we replace them with new meters. With the new budget there was approval for 400 meters that as soon as we get them in we will start replacing them with an effort to replace 400 by the end of the year.

Treasurer

Mr. Reese questioned the real estate transfer taxes being very close to the budgeted number and if that is a lump sum for the end of the quarter or the year. The City budgeted 30,000 and that is 21,000. Mr. Manross will get back to Council.

MINUTES OF BOARDS & COMMITTEES

Housing Authority
Redevelopment Authority

It was moved by Mr. Reese, seconded by Mr. Adelman, and carried unanimously to accept the minutes of the Housing Authority meeting November 15th 2011 and Redevelopment Authority meetings November 7th and December 5th 2011.

Mr. Reese commented on the energy savings contract which he did not read in its entirety. He went on to say, Council toyed with that idea and all he could find that they had installed was in "attachment a" and that was not included so he doesn't know what exactly they are doing.

Mr. Manross stated that he attended the Housing meeting today and they are going to install all new toilets that would use less water

and some new windows up to the third floor because they have to have egress, new lighting, and a couple of other things.

Mrs. Smith questioned the PILOT discussion for 2011 at the November 7th TRA meeting. Mr. Manross stated the City has since received a check for \$10,000 for 2011.

BILL LISTINGS

It was moved by Mr. Reese, seconded by Mr. Cartney, and carried unanimously to ratify the bill listing warrants dated 12/21/11 \$71,843.59, 12/29/11, \$924,722.34, 1/12/2012 \$101,730.65.

Mayor Smith let the audience know that these are sent to Council by the Manager via email and Council has the opportunity to review and to ask any questions.

Warrant Dated 12/21/2011 – No questions

Warrant Dated 12/29/2011 – Mr. Reese commented this is the warrant where we repaid the TAN that was taken out. Mr. Manross stated the Tax Anticipation Note gives the City money to carry the City in the first quarter until we start receiving tax money to pay our bills. This year due to the amount of money that we had left in the fund balance we did not have to take out a TAN so the City can save on that interest which could be anywhere from \$10,000 to \$20,000 in the 2012 budget.

Warrant Dated 1/12/2012 –

Mr. Reese questioned if the Cleveland Brothers sewage is reimbursable; is this the City's same old pump problem down there? Mr. Manross stated that this is the CSO on Brown and Allen St. Mr. Reese also commented on the Tyler Technologies bill seeming a little high to him. He went on to say if Mr. Manross is comfortable with it, it is fine. Mr. Manross confirmed that Mr. Reese had received the email he had sent.

New Business

Resignation: Airport Authority

It was moved by Mr. Reese, seconded by Mr. Cartney, and carried unanimously to accept the resignation of Keith Bromley from the Airport Authority.

It was clarified that Mr. Bromley was on the Board and he has to resign because he is now seated on Council.

Resignation: Leisure Services

It was moved by Mr. Reese, seconded by Mr. Bromley, and carried unanimously to accept the verbal resignation of Mr. Pat Cartney from the Leisure Services Board.

Board Re-Appointments

It was moved by Mr. Cartney seconded by Mr. Bromley, and carried unanimously to accept the re-appointments as shown:

Mike Pedensky to the Airport Authority to a five year term expiring 1/1/2017.

Stephen Burdick, Dennis Cartney, John Edwards, Dick Fox, and Dale Henderson to the Board of Code Appeals to 5 year terms expiring 1/1/2017.

Sharon Lemley to the Leisure Services Board to a 5 year term expiring 1/1/2017.

Stephen Coleman to the Library Board to a 3 year term expiring 1/1/2015.

Rhonda Clark and Karen Kocan to the Planning Commission to 4 year terms expiring 1/1/2016.

Darlene Frazier and Robert Manross to the Shade Tree Commission to 5 year terms expiring 1/1/2017.

James Smith and Dr. Richard Mulcahy to the Zoning Hearing Board to 5 year terms expiring 1/1/2017.

Board Appointments

It was moved by Mr. Cartney, seconded by Mr. Adelman, and carried unanimously to appoint Mr. Keith Bromley and Mrs. Esther Smith to the Leisure Services Board to 5 year terms expiring 1/1/2017.

Council Representative Appointments to Boards

It was moved by Mr. Reese, seconded by Mr. Cartney, and carried unanimously to appoint Councilman Bromley as Council's representative to the Airport Authority to a 4 year term expiring 1/1/2016.

It was moved by Mr. Bromley, seconded by Mr. Cartney, and carried unanimously to appoint Jay Reese as Council's representative to the Housing Authority to a 2 year term expiring 1/1/2014.

It was moved by Mr. Cartney, seconded by Mr. Bromley, and carried unanimously to appoint Esther Smith as Council's representative to the Redevelopment Authority to a 2 year term expiring 1/1/2014.

It was moved by Mr. Cartney, seconded by Mr. Adelman, and carried unanimously to appoint Mr. Bromley as Council's representative to the Transportation Committee to a 4 year term expiring 1/1/2016.

Resolution No. 3 of 2012 – Dissolution of the Audit Committee

It was moved by Mr. Bromley and seconded by Mr. Adelman to adopt Resolution No. 3 of 2012 vote as follows:

Mr. Bromley, Mr. Cartney, Mrs. Smith, Mr. Adelman – Yes
Mr. Reese - No

Mr. Manross read the summary portion of the Resolution.

Mrs. Smith reiterated her expression of last year requesting the City Manager to designate time to go out and visit the businesses and residences in Titusville and get their input on what their goals, priorities, and desires are for their town. Mrs. Smith went on to say she thinks it is important that the community understand that it is not the five Council and a Manager making those decisions. Community opinions do matter and we do care. The positives and negatives need to be brought back to Council, community feedback is important and only then can we as a City grow. She would like to see Larry plan maybe a day a month to talk to people. Mr. Cartney stated he thought it would be a great idea for Larry to get out in to the Community and talk to business places and see what we can do for our town. Mrs. Smith said she thinks it is time we get the people of the City involved with Council. Mr. Reese stated his initial thought is that Larry may have other things to do and should have an open door policy. Larry can make his own decision on where he feels his time is best spent. Mr. Manross said he would be happy to do it when time allows. Mr. Bromley reiterated what Mr. Reese said and thinks that Mr. Manross would be the first one to tell you that he probably feels like he is being fed with a fire hose the first 6-8 months of his job. There is a lot to it on a daily basis. He agrees with Mr. Reese that with time permitting it is probably a favorable idea but he is a busy guy. Mr. Adelman agreed with Mr. Bromley and Mr. Reese and would be glad to see Larry make the call himself and should have a pretty good idea where his time should be spent and he is sure he has a priority list that he works from. Mrs. Smith told Mr. Manross it is his call.

Mrs. Smith stated the order for the next Work Session will be changing just a little and she requested Council's thoughts. Mrs. Smith has asked Mr. Manross to have the room format be an informal roundtable meeting. She wants the public to feel and be part of the discussions, however, order will continue in the same manner. She thinks Council needs to make it a little more informal. Mr. Bromley stated the set up of the room is pretty much the Mayor's call but the important thing he thinks is that Council includes the public. The slight change adding the table tonight is so people could spread their paperwork out and feel a bit more comfortable about what they have to talk about. It is a bit cumbersome to come up to the podium and speak when you are not used to public speaking. The fact that you are now able to sit down there is an invitation to the public to feel comfortable while talking to City Council and that is what we want.

Mrs. Smith on behalf of all City Council publicly acknowledged and thanked Jim Becker and the entire staff at the Titusville Redevelopment Authority for all of their hard work in applying for the USDA Grant and Loan. It is through their cooperative effort that the City will be able to complete the Phase III Sewer Project. TRA has been instrumental in helping the City on many projects and the City is looking forward to working with them in the future and it is only through the cooperative efforts of all agencies of the City that allows

us to move forward in these tough economic times.

Mr. Adelman commented that sitting on the Planning Commission he knows that a lot of the other Commission and Board spots have trouble finding people. An idea they kicked around was a Commission Fair. A place like Earth Day down at Burgess park where the City could have representatives from each of the Commissions there to explain what they do and try to draw a little more in to these spots from the community. Earth Day is some time in April.

Mr. Cartney thanked the City employees and the Police Chief, Fire Chief, and Public Works Director for a job well done in 2011. He appreciates all the hard work that has been done and he would like to thank them for everything they have done for the City so far this year.

ADJOURNMENT

It was moved by Mr. Reese, seconded by Mr. Adelman and carried unanimously to adjourn the meeting at 6:39 p.m.

Mayor Smith thanked everyone for coming.

APPROVED BY COUNCIL

THIS 21ST DAY OF February 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 January 17, 2012.



Diana A. Durstine
Recording Secretary