



<b>CALL TO ORDER</b>	The regular meeting of Titusville City Council was called to order by Mayor Nystrom in the Conference Room at the Titusville Redevelopment Authority at 6:00 p.m.
<b>MOMENT OF SILENCE</b>	Observed
<b>PLEDGE OF ALLEGIANCE</b>	Led by Mayor Nystrom
<b>ROLL CALL</b>	Mayor James Nystrom, Deputy Mayor Esther Smith, Councilman Pat Cartney, Councilwoman Bonnie Hull, and Councilman Jay Reese were present.  City Manager Larry Manross, Police Chief Thomas, Mary Hill represented The Titusville Herald. GBS Television taped the proceedings.
<b>NOTICE OF EXECUTIVE SESSIONS</b>	Mr. Nystrom stated there was an executive session after the last work session on a legal/personnel matter and no action was taken.
<b>ADOPTION OF AGENDA</b>	It was <i>moved</i> by Mrs. Smith, <i>seconded</i> by Mrs. Hull, and <i>carried unanimously</i> to adopt the meeting Agenda as prepared.
<b>APPROVAL OF MINUTES</b>	It was <i>moved</i> by Mrs. Hull, <i>seconded</i> by Mr. Cartney, and <i>carried unanimously</i> to accept the minutes of the regular meeting of August 16, 2011 as submitted and place on file.
<b>PUBLIC PARTICIPATION PERTAINING TO AGENDA ITEMS</b>	None
<b>REPORTS</b>	It was <i>moved</i> by Mr. Reese, <i>seconded</i> by Mrs. Smith, and <i>carried unanimously</i> to accept the Operational Reports; Building Inspector, Fire, Police, Public Works, and Treasurer for the month of August 2011 as submitted and place on file.
Police Department	Mr. Reese thanked the Fire and Police services for being out and around for the Oil Festival & Parade.  Mrs. Smith questioned the webinar on Civil Rights that Beth Davidson attended. Police Chief Thomas explained this was a webcast Beth was obligated to attend because the City got funds from DOJ. The seminar just tells how you don't violate someone's Civil Rights and had to do with some administrative things.
Public Works	Mr. Nystrom commented on the bases on the new traffic light poles being leveled up by putting concrete up rather than cutting the base to fit it properly. He went on to say, Public Works Director Randy Nebel wrote a letter and they responded to it pretty quickly.

Treasurer

Mr. Reese questioned the \$27,619.79 real estate exoneration. Mr. Manross stated this was from the lumber.

Mr. Nystrom noted we have received \$52,502.25 less in 2011 in the same time as it was in 2010, so we are a little behind in collections.

Mrs. Hull questioned Finance Reports and if Council would be getting monthly Financial reports as far as how our finances are up to date.

Mr. Manross stated we will be starting on the budget so he will be updating Council on a regular basis.

Mr. Reese stated he would like year to date graphs.

**MINUTES OF BOARDS & COMMITTEES**

It was *moved* by Mrs. Smith, *seconded* by Mrs. Hull, and *carried unanimously* to accept the minutes of the July 12, 2011 meeting of the Titusville Housing Authority as submitted and to place on file.

**BILL LISTINGS**

It was *moved* by Mrs. Smith, *seconded* by Mrs. Hull, and *carried unanimously* to ratify the bill listing warrants dated 8/18/2011, 8/25/2011, 9/01/2011, 9/08/2011, & 9/14/2011.

Warrant Dated 8/18/2011 - \$56,703.69

Mr. Nystrom confirmed that the Controller signs the warrants.

Mrs. Smith confirmed that the warrants have already been submitted to Council and they have already had the opportunity to look at all of them. She stated she had already looked at them and would ask questions if she had any. She went on to say she wanted to make sure that there were not any throw in that she wasn't aware of.

Warrant Dated 8/25/2011 - \$22,131.42

Mr. Reese clarified that the Betts Brothers Collision \$2,000 would be reimbursed. Mr. Manross stated it already has been.

Mr. Reese stated on that listing there is also a \$1,000 charge for a Gannett Fleming bill for the 537. It was a little more expensive than he had anticipated. Mr. Manross has requested a more broke down bill.

Warrant Dated 9/01/2011 - \$33,430.88 - no questions

Warrant Dated 9/08/2011 - \$67,567.11

Mr. Reese stated he thought the 537 was put to bed quite awhile ago and he sees invoices every month for updates so he guesses it is a work in progress; a living breathing document.

**Old Business**

Resolution No. 26 of 2011  
FY 2011 CDBG Program

Warrant Dated 9/14/2011 - \$10,027.23 – no questions

It was *moved* by Mrs. Hull, *seconded* by Mrs. Smith, and *carried unanimously* to adopt Resolution No. 26 of 2011 authorizing the filing of an application for funds with the DCED in the amount of \$311,329 under the FY 2011 CDBG program.

Mr. Nystrom stated this is a request from TRA which handles this for the City. Council had discussed part of this earlier in the year and now it is time to file by the end of the month.

**New Business**

Resolution No. 25 of 2011  
City Fair Housing Policy

It was *moved* by Mrs. Hull, *seconded* by Mr. Reese, and *carried unanimously* to adopt Resolution No. 25 of 2011 – the City Fair Housing Policy.

Mr. Nystrom stated this is a Resolution that Council passes that stated we are up to the Fair Housing rules.

Housing Authority  
reappointment

It was *moved* by Mrs. Hull, *seconded* by Mr. Cartney, and *carried unanimously* to re-appoint Terry Kerr to the Housing Authority Board to a five year term expiring 10/09/2016.

Mr. Cartney commented he is glad to see that he is willing to stay on for another five years.

Subdivision Approval  
Manross

It was *moved* by Mrs. Smith, *seconded* by Mr. Cartney, and *carried unanimously* to approve the subdivision request from Larry Manross.

Mr. Nystrom stated this is on the property on Central Ave with the selling of the building where the ice cream stand was the property is being divided in order to give ownership with this. This has been approved by the Planning Commission and comes to us with the approval to pass.

Mr. Reese confirmed that both planning commissions have recommended this for approval.

Special Event Approval  
3<sup>rd</sup> Annual OC Trail Runs

It was *moved* by Mrs. Hull, *seconded* by Mrs. Smith, and *carried unanimously* to approve the 3<sup>rd</sup> Annual Oil Creek 100 Trail runs scheduled for October 7-9, 2011.

Mr. Nystrom stated this has become an annual event. It is well organized. All the paper work is in place.

Mrs. Smith said she would like to have the public attend because Mr. Reese will be running...she said she was just joking. Mr. Reese said he may be there for the pasta dinner the night before.

1<sup>st</sup> reading  
Council Bill No. 7 of 2011

It was moved by Mr. Reese, seconded by Mr. Cartney, to introduce Council Bill No. 7 of 2011 appropriating the sum of approximately \$103,552 from unappropriated City funds within the sewer fund, vote as follows:

Mrs. Hull, Mr. Reese, Mrs. Smith, Mr. Cartney – Yes  
Mr. Nystrom – No

Mr. Nystrom explained at the time the City started the work at the Wastewater Treatment Plant we had an estimate that it was going to cost about \$800,000. It has been worked for much less than that. The City had taken out a note with Northwest Savings Bank for \$800,000. In order to repay there was only one drawdown and because we have the funds available in the sewer fund we are looking to pay the loan off at this point. It requires that we have a Council bill that we have to have a first reading and a second reading to do the pay off.

Mr. Reese clarified that the City used CDBG money for this project and that is why we came in under budget on this.

Civil Service Commission  
Appointment

It was moved by Mrs. Hull, seconded by Mrs. Smith, to appoint Dennis Hartle to the Civil Service Commission to an unexpired term ending 1/1/2017.

Mrs. Hull questioned if this was an appointment or re-appointment.

Mr. Manross stated this is an appointment because Council had already accepted Mr. Hartle's resignation.

Mr. Nystrom clarified that this is an appointment even though he has served on the board before.

**PUBLIC PARTICIPATION**

None

**COMMENTS BY  
MAYOR/COUNCIL**

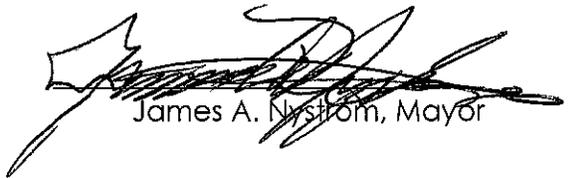
Mr. Manross commented that he attended a conference put on by Penn Prime, the City's insurance carrier for liability and workman's comp. He displayed an award that he accepted on behalf of the City of Titusville for safety and risk management. He went on to say the award was presented because our people who work for the City of Titusville have maintained a safe environment and done a really good job at keeping it safe and have had no lost time accidents to speak of that have gone against us. This is the third year in a row that the City has received this award. He publicly thanked all the employees and especially Joe Crotty who is the administrator of the City's Safety Program for a job well done.

**ADJOURNMENT**

It was moved by Mrs. Smith, seconded by Mrs. Hull, and carried unanimously to adjourn the meeting at 6:31 p.m.

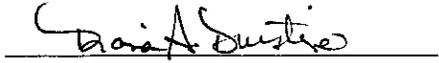
APPROVED BY COUNCIL

THIS 18<sup>th</sup> DAY OF October, 2011



James A. Nystrom, Mayor

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council Meeting of September 20, 2011.



Diana A. Durstine  
Diana A. Durstine  
Recording Secretary