



# CITY OF TITUSVILLE

BIRTHPLACE OF THE OIL INDUSTRY



COUNCIL PROCEEDINGS  
January 28, 2008

The regular meeting of Titusville City Council was called to order by Mayor Peden in the Conference Room at the Titusville Redevelopment Authority at 5:35 p.m. Invocation was given by Mrs. Hull. The Pledge of Allegiance was led by Mayor Peden. Present at the meeting were Mayor Dennis Peden, Councilmen James Nystrom, John Frye, Councilwomen Bonnie Hull and Esther Smith, Mary Ann Nau, City Manager, Richard Winkler, Solicitor. Stella Ruggiero represented The Titusville Herald. Jim Gross represented GBS.

It was moved by Mr. Frye, seconded by Mrs. Hull, and carried unanimously to accept the minutes of the regular meeting of January 14, 2008 as submitted and place on file.

**PUBLIC PARTICIPATION** - Pertaining to agenda items - None.

## **MANAGER'S REPORT**

1. Board of Health - Conducted their re-organization meeting on Tuesday, January 8, 2008 at 7:00 p.m. for election of officers. Additionally, they approved two applications for the keeping of horses, rabbits, and fowl. Once the annual fee is paid at the Treasurer's office, a permit will be issued to these individuals. As of this date both Permits have been issued.
2. Wellhead Protection Committee - Held their quarterly meeting on Wednesday, January 23, 2008 at 3:00 p.m. A new Chair and Vice Chair were named. Chair for the next two years is Chris Coat and Vice Chair is Bill Lupher. Mary Ann Nau will remain Secretary to the group.
3. Industrial Pretreatment Program - The City has been released from the Consent Order and Agreement with EPA. (See attached article.)
4. DEP Consent Order and Agreement - The City received a letter from DEP accepting our Post Construction Monitoring Plan and Schedule (see attached schedule). A November 1, 2008 deadline has been established for the Post Monitoring Report which will include any capital needs of the system identified.
5. Titusville Flood Control Project - The quarterly report to PEMA has been prepared and submitted by the City Manager on behalf of the City.

**MANAGER'S REPORT** - (Continued)

6. Walking Tour Phase II - Final edits are being performed on the panels and the brochure is being developed by the Committee. Once the panels are complete, Public Works will be installing. All necessary easements have been acquired. Project completion date is June 2008.
7. Pension Workshop - A workshop seminar has been set up for February 20, 2008 at 6:30 p.m. for members of City Council and the Police and Fire Pension Boards with Frank Burnette and the City's Actuary, John Vargo at City Hall. Met with Police, Fire, and General Employee Pension Auditor along with Pension Administrators and Finance Director on Thursday, January 17, 2008 at 1:00 p.m. Copy of Findings, Observations, and Comments for each are in your mailbox.
8. Recycling and Sustainability Workshop - A Workshop with DEP Representative, Guy McUmbert, was set up for Tuesday, January 22, 2008 at 10:00 a.m. Due to lack of participation, we are rescheduling for March 6, 2008 at 10:00 a.m. at City Hall. Outline of workshop agenda and invitation list is attached.
9. Landlord Task Force - A meeting was conducted with all parties. Landlords at the meeting will be taking the information from the City's Engineer back to the Landlord Association at their February 6, 2008 meeting. The Task Force will then reconvene on February 7, 2008 to discuss the results.
10. Labor and Industry Audit - The City received a letter regarding an audit by Labor & Industry performed on three commercial properties located here in the City. Many accessibility issues were identified and the City's Building and Zoning Officer has sent out to the three business owners a letter advising. A letter from the City Manager has also been sent to Guardian via Jeff Elder our UCC inspector advising of the results of such audits with recommendations for improvements that need to be made by Guardian in this respect.
11. Armstrong - The City received notification from Armstrong Cable of a rate adjustment to basic level of service beginning in February 2008 to \$19.95 and expanded service to \$25.50.

It was moved by Mrs. Hull, seconded by Mr. Nystrom, and carried unanimously to accept the Manager's Report as submitted and place on file.

**OPERATIONAL REPORTS** - It was moved by Mr. Frye, seconded by Mrs. Hull, and carried unanimously to accept the Operational Reports (Police, Fire, Public Works, Bldg. Inspector, Finance Director) and Treasurer's Report for the month of December and place on file. Mayor Peden requested that the Finance Director report be moreso on the financial condition of the City than the actual activity of the Finance Director.

**MINUTES OF BOARDS AND COMMITTEES** - It was moved by Mrs. Hull, seconded by Mrs. Smith, and carried unanimously to accept the minutes of the Benson Memorial Library Board dated 12/11/07; Planning Commission dated 11/6/07; Housing Authority dated 11/13/07; CHIC Steering Committee dated 9/27/07; SHIP and CHIC dated 10/26/07; Wellhead Protection Committee dated 4/25/07 and 7/25/07 and place on file.

**OLD BUSINESS**

**COUNCIL BILL NO. 1 OF 2008** - Proposed Ordinance No. 3168 - An Ordinance of the City Council of the City of Titusville, Crawford County, Pennsylvania, repealing Section 111.01, Regular Meetings, of the Codified Ordinances of the City of Titusville. It was moved by Mr. Nystrom, seconded by Mr. Frye, and carried unanimously to adopt Council Bill No. 1 of 2008 on second reading.

**NEW BUSINESS**

**RESOLUTION NO. 2 OF 2008** - A Resolution of the City Council of the City of Titusville, to set the day, place, and time for regular meetings of the City Council of the City of Titusville. It was moved by Mr. Frye, seconded by Mrs. Hull, and carried unanimously to adopt Resolution No. 2 of 2008.

Mayor Peden stated that Council will be meeting in February on their regular schedule of Monday evenings at 5:30 p.m. Starting in March, meetings will go to Tuesday evenings at 7:00 p.m. at TRA.

**APPOINTMENT TO CIVIL SERVICE COMMISSION**

Mayor Peden stated that two individuals came forth with applications. One being Phillip Hinkle of 204 W. Bloss Street, and Claude Lemley of 502 West Spruce Street.

It was moved by Mayor Peden, seconded by Mr. Nystrom, to appoint Phillip Hinkle, 204 W. Bloss Street, to the Civil Service Commission for a six year term. Vote on the motion was: Mayor Peden, Mr. Frye, Mrs. Hull, Mr. Nystrom - yes; Mrs. Smith - no.

**ACCEPT RESIGNATIONS (Leisure Services Board)** - It was moved by Mrs. Hull, seconded by Mrs. Smith, and carried unanimously to accept the resignations with regret of Heather L. Wilson, 979 Old Petroleum Center Road, Titusville and J. Richard Smedley, 530 W. Spruce St., Titusville from the Leisure Services Board. Mayor Peden thanked Heather and Richard for coming forth and serving. Mayor Peden encouraged people to step forth.

ACCEPT RESIGNATION (Redevelopment Authority) - It was moved by Mrs. Smith, seconded by Mrs. Hull, and carried unanimously to accept the resignation of James A. Nystrom, 507 Bank Street, Titusville from the Titusville Redevelopment Authority. Mayor Peden thanked Mr. Nystrom for his service.

RESOLUTION NO. 3 OF 2008 - A Resolution of the City Council of the City of Titusville, Crawford County, Pennsylvania. ... Whereas, Venango County, serving as the Fiscal Agent for the Regional Greenways and Open Space Project, desires to apply to the Department of Conservation and Natural Resources for a grant for the purpose of subsidizing in part the employment of a Circuit Rider to serve as the Regional Greenways and Open Space Coordinator; Resolved by the Council of the City of Titusville as follows: The City agrees to contribute \$2,000 per year, beginning in 2008, for the five years of this project. The City of Titusville understands that these funds will be used for the sole purpose of meeting the operational and staffing needs of the "Committee". The City of Titusville will annually appoint one representative of the City of Titusville and one alternate to serve on the "Committee". (Copy of Resolution attached.)

It was moved by Mrs. Hull, seconded by Mr. Frye, and carried unanimously to adopt Resolution No. 3 of 2008.

ANNUAL APPOINTMENT OF ONE REPRESENTATIVE OF THE CITY AND ONE ALTERNATE TO SERVE ON THE REGIONAL GREENWAYS AND OPEN SPACE COMMITTEE - It was moved by Mrs. Hull, seconded by Mr. Frye, and carried unanimously to appoint Leah Carter, 214 W. Spruce Street, as representative of the City to serve on the Regional Greenways and Open Space Committee.

Mayor Peden recommended they table the appointment of an alternate representative to serve on the Committee until they have an opportunity to follow with their procedure of interviewing.

PUBLIC PARTICIPATION - None.

COMMENTS BY MAYOR AND/OR COUNCIL/COMMITTEE REPORTS

Mayor Peden commented that he would like to see the Cable Franchise discussion on the next work session along with the Finance Director discussion on some of the documents she provided Council last week and their request to have bill listings at Council meetings.

It was moved by Mrs. Hull, seconded by Mr. Nystrom, and carried unanimously to adjourn the meeting to a personnel/legal session followed by adjournment. Meeting adjourned at 5:55 p.m.

Suzanne Birtciel  
Recording Secretary