



CITY OF TITUSVILLE

Page 1 of 3

City Council Meeting Proceedings **December 17, 2013**

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 Councilman Frazier
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.
NOTICE OF EXECUTIVE SESSIONS	After 12/3 Work Session regarding personnel
ADOPTION OF AGENDA	<i>Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to adopt the Agenda as prepared.</i>
APPROVAL OF MINUTES	<i>Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to accept the minutes of the regular meeting of November 19, 2013 as submitted and place on file.</i>
PUBLIC HEARING 2014 BUDGET	Mayor Smith called the Public Hearing on the 2014 Budget to order. There was no public discussion. <i>Motion by Mr. Bromley, second by Mr. Reese, and carried unanimously to close the Public Hearing regarding the proposed 2014 Budget.</i>
PUBLIC PARTICIPATION AGENDA ITEMS	None
REPORTS	
City Manager's Annual Report	<i>Motion by Mr. Reese, second by Mr. Bromley, and carried unanimously to accept the City Manager's Annual Report as presented and place on file. (Attached)</i>
Operational Reports	<i>Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to accept the Operational Reports: Building Inspector, Finance, Fire, Police, Public Works, and Treasurer for the month of November 2013 as submitted and place on file.</i>
MINUTES OF BOARDS & COMMITTEES	<i>Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to accept and place on file the minutes of the Airport Authority 10/10 & 11/13, Planning Commission 11/7, Redevelopment Authority 12/4, & Safety Committee 11/19.</i>
BILL LISTINGS	<i>Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to ratify the bill listing warrants dated: 11/20 - \$292,938.41, 12/5 - \$43,235.29, & 12/12 - \$125,868.27.</i>

OLD BUSINESS

Ordinance No. 8 of 2013
Fixing the 2014 Tax Rate

Motion by Mr. Frazier, second by Mr. Bromley, and carried unanimously to adopt Ordinance No. 8 of 2013 on 2nd reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, FIXING THE REAL PROPERTY TAX RATE FOR ALL CITY PURPOSES FOR THE YEAR 2014 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 2014.

Ordinance No. 9 of 2013
2014 Budget

Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to adopt Ordinance No. 9 of 2013 on 2nd 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 2014 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.

WWTP Phase III Interim Loan
Requisition #4

Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to approve Interim Loan Requisition #4 for the WWTP Phase III Upgrade Project in the amount of \$3,623.91.

NEW BUSINESS

Resolution No. 25 of 2013
Design & Specification
Approval - WWTP Phase III

Motion by Mr. Bromley, second by Mr. Frazier, vote as follows to adopt Resolution No. 25 of 2013:

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, ACCEPTING AND APPROVING THE DESIGN AND SPECIFICATIONS FOR THE CONSTRUCTION OF IMPROVEMENTS AND UPGRADES TO THE TITUSVILLE WASTE WATER TREATMENT PLANT.

Ordinance No. 10 of 2013
Repeal Recreation Fees

Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to introduce Ordinance No. 10 of 2013 on 1st reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, TO REPEAL THOSE PORTIONS OF ARTICLE 191, FEE SCHEDULES, OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE, THAT APPLY TO

RECREATION FEES AND RENTAL OF RECREATIONAL BUILDINGS.

Ordinance No. 11 of 2013
Airport Authority Membership
Reduction

Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to Introduce Ordinance No. 11 of 2013 on 1st reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, AMENDING ORDINANCE NO. 1960, ENACTED AUGUST 29, 1988, TO REDUCE THE MEMBERSHIP OF THE BOARD OF THE TITUSVILLE AIRPORT AUTHORITY FROM SEVEN MEMBERS TO FIVE MEMBERS.

PUBLIC PARTICIPATION

Gary Thomas – 315 W Elm St

Publicly thanked Mr. Reese for always being supportive of the Police Department.

Jeff Thomas – 624 W Spruce St

Spoke in regard to the appealing of the fees for Leisure Services. He questioned if there would be fees set to use fields. Mayor Smith commented the board is just getting in to that discussion.

COMMENTS

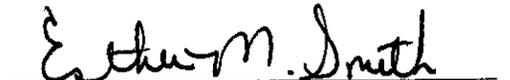
Mr. Reese read the attached statement.

ADJOURNMENT

Motion by Mr. Reese second by Mr. Adelman and carried unanimously to adjourn the meeting at 7:10 p.m.

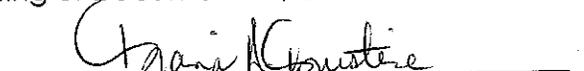
APPROVED BY COUNCIL

THIS 21st DAY OF January 2013



Mayor Esther M. Smith

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council Meeting of December 17, 2013.



Diana A. Durstine
Recording Secretary

Jay Reese

From: Jay Reese [j.reese@earthlink.net]
Sent: Tuesday, December 17, 2013 4:17 PM
To: 12 (jayreese@earthlink.net)
Subject: 12/17/2013

I was going to go "off the cuff" with this...which always makes for better newspaper articles...but it won't make the minutes unless I type it and ask for it to be put on file..which is my intent.

As I have said several times, my decision not to seek re-election was solely based on my son... I am going to greatly miss every aspect of being a part of this Council--but I will no longer have to miss his games and sit on the sidelines--I will be free to make every game, and even coach if needed--things that are just not possible being seated and required here 3 nights a month.

I will first and foremost like to thank my wife--who I remember well taking the phone off her ear on a evening in late February of 2009--simply saying..."do you want to run for Council?"...the person on the other end was the GOP chair--and the deadline for filing was 36 hours away, and at that time, the party had no candidate. I said "sure", and she took it upon herself, as I had to travel the next day, got the needed 100 signatures in 24 hours, and ran the petition over to Meadville...Thanks to her efforts I was on the ballot when a Council seat was vacated in May of that year--and was appointed to fill that term in advance of that election--- I would likely not yet met half of you if it wasn't for Mitra---I'll let you all decide individually if you should thank her or not-- I can't thank her enough.

My time here has been memorable, I was glad to work with those that preceded you fine people next to me--Mayor Nystrom, Bonnie Hull, John Frye, Pat Cartney, and Penny McClane...as well as all of you sitting here looking at your watches. In fact it is worth noting, that with the exception of Rich, and the Police Chief--everyone else here, including Diana, the media, both TV and print was in a different role 4 1/2 years ago...So for sure thanks to Rich and Chief Thomas for putting up with me the "whole time"...the rest of you got off easier. Seriously...I have reached out to former members of Council more than a few times..and I encourage any of you who might want to ask my opinion in the future to by all means please do...you all know how to get hold of me.

Thank you Council, Thank you Diana, Randy Nebel, the fireman, police officers, and everyone I came in contact with--It was great to meet you, work with you.

Thank you for sure to the media--I am glad that I was able to make your jobs enjoyable.

Finally, while I could go on and make specific notes of what we all got done here together--and what yet needs to be done, I will close by noting one of the rare times when I alone asked Council to try something different, and instead of going with only "standard candidates" for the position of City Manager, and interviewing someone who was a retired businessman if they applied. Council agreed, Larry applied, and the rest in "history in progress"...Larry, it has been a pleasure to work with you--and I am glad I leave here with you in place, knowing my colleagues here all support you..together we should all be proud...you guys keep it up

Good luck to you Jeff

Thanks and Merry Christmas.



CITY OF TITUSVILLE

"Birthplace of the Oil Industry"

107 North Franklin Street • Titusville, PA 16354
City Manager's Office • (814) 827-5300 ext.303
www.cityoftitusvillepa.gov

Oct 23rd 2013

Managers Annual Report

City Property

Roberts Grove

Removed plastic pipe from walkways thru out the park to simplify mowing, trimming and leaf clean up.
Purchased safety mats from factory in Lancaster for \$1 each normal cost approximately \$20 each. (Drove to Lancaster to pick up)
Scheduled and coordinated free labor with Crawford County Juvenile kids program to help with the installation under playground equipment.
Worked with Leisure Services maintenance employees to paint basket ball posts, sign, light poles, etc.
Removed two dead trees and trimmed dead limb from one.

Burgess Park

Remodeled kitchen including counter tops and built new cabinets at Evans Lodge with labor provided by an individual sentenced to community service.
Replace water line from shut off to inside of Lodge Water has been shut off for several years.
Cut and hauled away several dead trees thru out the park.
Replaced the bridge railing to the pond with proper safety compliant railings.
Replaced four drains and plumbing in bottom of swimming pool to stop leaks.
Poured concrete on driveway between Senior Center and pool.
Supplied construction dumpster and labor to assist Leisure Services in cleaning out the basement at the Senior Center.
Repaired floor at front entry into Senior Center.
Replaced front porch and railings at Senior Center.

Meyer Complex

Cleaned out and renovated storage garage including new overhead door, man door, insulation and ceiling. Creating a space for the Parks Department to operate out of.

Longway Park

Removed walls from a storage shed not being used to create a picnic pavilion.

City Hall

Oversee construction project including three new HVAC units, insulation, new Sub floor in the attic for storage, new front, back attic and office doors.
Remove two trees in front of City Hall and pour new section of sidewalk
Replace phone system to Voice over IP service.
Build shelving in attic to store files

Public Works

Coat entire roof on Public Works Garage

Replace three overhead doors Public Works garage
Completed water tank inspections both tanks.
Replaced approximately 235 water meters.
Blacktop parking lot Public Works
Add new storm sewer Diamond Street for roof drains
Replace water pump with Peerless Pump.

Fire Department

Remodel living quarters including new floor, drywall, and wanes coating
Firemen provided labor.
Black top parking lot

Police Department

Replaced cameras inside and outside of building.

City Finances Put together and presented balanced budget to Council
Projected year end fund balance \$470,000
Because of fund balance no TAN loan will be needed to cover first quarter.
Sale of City Property in the amount of \$14,563.00
Monitor City Finances daily.
Switch phone system to voice over IP saving \$8,000 each year
Negotiated with USDA to eliminates flood insurance requirement on control building at Sewer Plant saving \$38,000 each year for the term of the loan.

Contracts/Agreements

Negotiated and signed Union Contract with Police Officers
Negotiate Union Contract with Public Works (still in progress)
Leisure services agreement

Equipment Upgrades

Purchase new fire truck using CDBG funding
Purchase new pickup truck w/ plow for Water Dept.
Make repairs to Ladder truck to put back in service including rebuild
Hydraulic pump and outrigger cylinder. New tires and several small repairs
Replace cameras in Police Station
Purchased used stainless steel salt spreader
Purchased new trailer to haul mowers Parks Dept.
Leased new postage machine with cost savings

Authorities/Commissions

Redevelopment Authority

Attended all meetings, Speak or meet with Jim Becker at least twice weekly
To discuss projects and issues pertaining to industry and economic development
Traveled to Monroeville to man a booth at the PIOGA convention.
Attend all Shale Committee meetings including a meeting in Meadville with TRA, County Commissioners, and major players in the shale industry.
On site meeting with TRA, Penn Dot and Pennelec to discuss location and other issues pertaining to the street light project.
Work with TRA and Tim Lorenz to address blight (6 residential properties and

1 commercial purchased and demolished) Five parcels resold

Leisure Services

Attended weekly ADHOC meeting with the Mayor and Councilman Bromley

To restructure and draft agreement between Leisure's, School and City

Continue to attend all meeting to protect the Cities interest (Many months

evening meetings were held one to two times each week

Leisure Services staff working together with City Parks

Coordinator to improve parks and Rec properties

Meet or speak with new Director at least weekly to discuss a variety of issues

Shade Tree

Continue to visit site of all hazardous trees and arrange for the removal

Work with new Chairperson to establish list of trees needing removed or

trimmed

Transportation Committee

Attend meetings to answer any questions pertaining to transportation projects or maintenance issues

TRI

Attend meetings to try to establish working relationship for better communications between City and volunteers

Additional Meetings

Drove to Courthouse to meet with County Commissioner Frances

Wiedersphan and Joe Galbo to discuss assessment issues

Went to Pitt Main with School Dist. to meet with the Chandler and discuss

Future plans for Pitt Titusville

Met with Greenville Borough manager to review résumés submitted for Safety Director

Several meetings with Jack Rae from Gannet Fleming to discuss Phase III sewer project

Attended Police and Fire pension meetings

Attended monthly safety meetings

Attended Tax Collection Committee meetings in Meadville

Attended several meetings involving Trails

Served on the committee to evaluate the parking meters (several months of weekly evening meetings

Toured Charter Plastic with the Mayor to discuss future plans involving the City

Attended the Chamber Banquet

Attended the Sheets Grand Opening

Spoke at the Senior Center, Lions club and on the Stream

Personnel

Hired Parks Maintenance Coordinator

Hired two minute men

Hired new laborer at Waste Water Plant

Hired new Police Officer

Education

Attended PELRAS(Public Employee Labor Relations Advisory Services) meeting in State College

Attended Labor Arbitration Conference in Baltimore
Attended Leadership Seminar with Chief Crotty in Buffalo NY
Attended several business seminars at TRA
Diana and I attended many Web-in-ars
Attended meeting in Cranberry Twp. on FLSA laws
Diana and Heather attended Affordable Health Care Act seminar at Cross
Creek
Diana attended a seminar on Pensions in Cranberry Twp.

Misc. Tasks

Assumed position of interim Fire Chief from Aug 17th
Planned and coordinated electronics recycling day. (Very successful)
Moved hundreds of boxes of records from the attic to prepare for
renovations, sorted organized records require to be maintained. and returned
them to the attic for storage.