



CITY OF TITUSVILLE

City Council Meeting Proceedings **November 18, 2014**

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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 Rev. Luther
PLEDGE OF ALLEGIANCE	Led by Mayor Smith
ROLL CALL	Mayor Esther Smith, Deputy Mayor Bill Adelman, Councilman Keith Bromley, Councilman Don Frazier, and Councilman Jeff Thomas.
NOTICE OF EXECUTIVE SESSIONS	11/11 regarding personnel and & 11/13 regarding legal
ADOPTION OF AGENDA	<i>Motion by Mr. Frazier, second by Mr. Adelman, and carried unanimously to adopt the agenda as prepared.</i>
APPROVAL OF MINUTES	<i>Motion by Mr. Thomas, second by Mr. Adelman, and carried unanimously to accept the minutes of the regular meeting of October 21st and special meeting of November 11th as submitted and placed on file.</i>
PUBLIC HEARING 2015 BUDGET	Mayor Smith called the Public Hearing on the 2015 Budget to order. There was no public discussion. <i>Motion by Mr. Frazier, second by Mr. Adelman, and carried unanimously to close the Public Hearing regarding the proposed 2015 Budget.</i>
PUBLIC PARTICIPATION PERTAINING TO AGENDA	None
REPORTS	
Operational Reports	<i>Motion by Mr. Bromley, second by Mr. Thomas, and carried unanimously to accept the Operational Reports: Finance, Fire, Police, Public Works, and Treasurer for the month of October 2014 as submitted and placed on file.</i>
City Manager's Annual Report	<i>Attached</i>
MINUTES OF BOARDS & COMMITTEES	<i>Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to accept and place on file the minutes of the Housing Authority 10/28, Planning Commission 9/11, Redevelopment Authority 10/13, & Safety Committee 10/28.</i>
BILL LISTINGS	<i>Motion by Mr. Frazier, second by Mr. Thomas, and carried unanimously to ratify the bill listing warrants dated: 10/23 - \$94,963.67, 10/29 - \$7,432.68, 11/6 - \$1,105,706.92, 11/12 - \$87,271.89.</i>

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OLD BUSINESS

Ordinance No. 6 of 2014
PMHIC Membership

Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to adopt Ordinance No. 6 of 2014 on 2nd reading.

AN ORDINANCE AUTHORIZING THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, TO JOIN WITH OTHER POLITICAL SUBDIVISIONS AS A MEMBER OF THE PENNSYLVANIA MUNICIPAL HEALTH INSURANCE COOPERATIVE (PMHIC), TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT FOR THE PURPOSE OF JOINING THE PMHIC AND TO PARTICIPATE AS A MEMBER OF THE PMHIC.

Council Bill No. 7 of 2014
Spruce & Spring Traffic Light
Elimination
2nd Reading

Motion by Mr. Bromley, second by Mr. Adelman, and carried unanimously to adopt Council Bill No. 7 of 2014 on 2nd reading.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA TO AMEND ARTICLE 507, TRAFFIC CONTROL SIGNALS, SECTION 507.01 OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE TO ELIMINATE THE INTERSECTION OF SPRING STREET AND SPRUCE STREET AS A TRAFFIC CONTROL SIGNAL INTERSECTION.

Council Bill No. 8 of 2014
Center Street – One Way
2nd Reading

Motion by Mr. Adelman, second by Mr. Bromley, and carried unanimously to adopt Council Bill No. 8 of 2014 on 2nd reading.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA TO AMEND ARTICLE 513, ONE-WAY STREETS, OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE TO INCLUDE A NEW SECTION 513.15, CENTER STREET, TO DESIGNATE A SECTION OF CENTER STREET AS ONE-WAY TRAFFIC ONLY.

Council Bill No. 9 of 2014
50ft No Parking – Spring &
Spruce
2nd Reading

Motion by Mr. Bromley, second by Mr. Frazier, and carried unanimously to adopt Council Bill No. 9 of 2014 on 2nd reading.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, AMENDING ARTICLE 521, PARKING GENERALLY, SECTION 521.06 OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE TO DESIGNATE A NO PARKING AREA ON SPRING STREET FOR A DISTANCE OF 50 FEET SOUTH FROM ITS INTERSECTION WITH SPRUCE STREET.

Council Bill No. 10 of 2014
Stop Sign at Spring & Spruce
2nd Reading

Motion by Mr. Thomas, second by Mr. Frazier, and carried unanimously to adopt Council Bill No. 10 of 2014 on 2nd reading.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA TO AMEND ARTICLE 508, STOP STREETS, OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE BY THE DESIGNATION OF SPRUCE STREET AS A STOP STREET AT ITS INTERSECTION WITH SPRING STREET.

NEW BUSINESS

Council Bill No. 11 of 2014
MRM Worker's Compensation
Trust Participation

Motion by Mr. Adelman, second by Mr. Frazier, and carried unanimously to introduce Council Bill No. 11 of 2014 on 1st reading.

An Ordinance Authorizing Participation in the Municipal Risk Management Workers' Compensation Pooled Trust

WHEREAS, the City Council deems it to be in the best interest of the citizens of the City of Titusville and advisable to achieve savings in operating expenses to join the Municipal Risk Management Workers' Compensation Pooled Trust for the purpose of insuring Workers' Compensation and Occupational Disease Claims by City employees.

The proper municipal officers are hereby authorized to execute and deliver the following documents:

The Municipal Risk Management Workers' Compensation Pooled Trust Agreement.

The Participant's Application – which documents are attached hereto and made part hereof and which may be inspected by any interested citizen at the office of the City Clerk.

Council Bill No. 12 of 2014
Fixing the 2015 Tax Rate

Motion by Mr. Frazier, second by Mr. Thomas, and carried unanimously to introduce Council Bill No. 12 of 2014 on 1st reading.

AN ORDINANCE OF THE CITY OF TITUSVILLE, CRAWFORD COUNTY, PENNSYLVANIA, FIXING THE REAL PROPERTY TAX RATE FOR ALL CITY PURPOSES FOR THE YEAR 2015 AT 24.713 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 2015.

Council Bill No. 13 of 2014
2015 Budget

Motion by Mr. Thomas, second by Mr. Adelman, and carried unanimously to introduce Council Bill No. 13 of 2014 on 1st 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 2015 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 Grant
Requisition #2

Motion by Mr. Frazier, second by Mr. Thomas, and carried unanimously to approve Grant Requisition #2 for the WWTP Phase III Upgrade Project in the amount of \$747,671.54.

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Ratify Zoning Appeal

Motion by Mr. Adelman, second by Mr. Thomas, to ratify the action by the City Manager to intervene in the zoning appeal, vote as follows:

Mr. Frazier, Mr. Adelman, Mrs. Smith, Mr. Thomas – Yes
Mr. Bromley – not voting

PUBLIC PARTICIPATION

Mark Heim – Spoke as a member of the public representing the press.

Said he has come in to possession of some documents that were filed in Crawford County at the Prothonotary's Office; a notice of intervention in a land appeals case: Mr. Keith W. Bromley vs. the City of Titusville Zoning Hearing Board. He went on to say this is the first he has learned about it and asked if there was any comment from Council. Mayor Smith read the attached statement.

ADJOURNMENT

Motion by Mr. Thomas second by Mr. Adelman and carried unanimously to adjourn the meeting at 6:56 p.m.

APPROVED BY COUNCIL

THIS 16th DAY OF December 2014



Mayor Esther M. Smith

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council Meeting of November 18, 2014.



Diana A. Durstine
Recording Secretary

Up until a week ago council had no idea that we would need to get involved with a problem Councilmen Bromley was having. Apparently Mr. Bromley had issues with the ruling the Zoning Board handed down regarding the operation of his B&B, therefore, he filed an appeal thru Crawford County. Because of this act and based on information presented to us, council was given two options.

1. Accept the Zoning Boards decision to Grant a continuance with conditions.
2. Reject the Zoning Boards decision and pursue legal representation in the appeal.

Councils primary responsibility is to create law and pass Ordinance. We as Councilmen/women took an Oath to uphold and defend the laws of this city. We are required to be vigilant and active in causing the ordinances of the city, and the laws of the Commonwealth relating to the government of the city, to be executed and enforced.

Because of the nature of this case we felt that we didn't have a choice but to get involved. Council has to be No Respector of persons. We have to consider the best interest of the community as a whole being careful not to set a precedent now or for the future.



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

Nov 18th 2014

Managers 2014 Annual Report

City Property

- City Hall** Replaced lights in copy room and City Services
Remove walls in copy room
Remove junk fence and cut down tall shrubs hitting building
Grind front porch and repaint and put down new rug.
Install new gutters
Fire Dept. personal paint flag pole using ladder truck
Pressure wash front of building and repaint or replace signage
New bench front of building (grant money)
- Fire Dept.** Order and install new overhead doors and openers (Grant Money)
Inspected ladder truck and all ladders (Back in service Feb 16 2014)
- Public Works** Paint outside of building (Crawford Co Juvenile provided labor)
Install two new LED lights in salt storage area
Painted flag pole Labor provided by Fire Dept.
- Schiede Park** Coat inside of fountain with epoxy to stop leakage
I believe fountain is constant expense and a health issue
Painted benches in park
- Roberts Grove** Repaired water leak under sidewalk (Public Works)
Replaced bulbs in lights and repairs made where needed
Installed new LED lights under pavilion (Now vandalized and broken)
Removed storm damaged trees and dead limbs
Repaint pavilion (labor provided by Leisure Services)
- Fleming Park** Replaced bulb and cleaned globes in all lights
Provided picnic tables for Farmers Market
- WW Field** Build up entire road with millings and grade PW and Cherrytree TWP
- Burgess Park** Paint concession stand (Leisure Services)
Phoned Penelec to repair all street lights in park (no cost to City)
Removed under growth from around pond, activities building and Evans Lodge
(combined effort by Leisure Services and Parks Dept.)
Installed French drain in back of Evans Lodge to prevent water entering
building (parks dept. and Leisure Services)

Installed new gas line from Spruce St. to Evans Lodge (pipe donated by Oil Creek Plastics) combined effort Leisure's and Parks Dept.
Installed new metal roof on Evans Lodge (Leisure Services and Parks Dept)
Rented cement grinder to grind apron around pool and install epoxy (eliminating annual concrete patching to apron) Parks and Leisures
Purchase and install five new doors in concession building
(combined effort Leisure's and Parks Dept)
Installed new electric pole behind Evans Lodge
New 100 amp electrical service to building (Evans Lodge)
New LED light on pole to deter vandalism (Evans Lodge)

City Center

Paint parking meter posts in City lot (Labor provided by Diana)
Paint parking meters in the downtown (labor provided by T-Free Youth)
Purchase new solar powered Pedestrian Crossing signs for two intersections
(Shared expense with School District)
Replaced aprox. 300 ft of curbing on Dillon Drive to address a long term storm water runoff issue affection many residences
Police Dept make mechanical upgrade to parking meters to accept 50 cent fee
Water Street storm Sewer project (To begin any day)
Spruce Street paving and storm water drainage issues (CDBG)
Blight issues Work w/ Tim, TRA, and County to purchase property
Six blighted houses scheduled for demolition
Attempt to purchase 9 more at December 12th Sale
Water meters continue replacement City wide
WWTP project (progressing new completion April 2015)
Coordinated and implemented Electronics Recycling Day

Finances

Sale of City property (\$14,113.00)
Received 1.6 mill dollar grant for Waste Water Treatment project from USDA
Received quotes for City insurance policies (Thank you Diana) saving in excess of 24k on workers comp and 6k on medical insurance
Fire Dept \$2,500 grant from Wal-Mart
City Hall \$1,700 grant from County
Fire Dept. \$12,500 Fire Act Grant (Beth wrote Grant)
No TAN loan needed third year saving approx 10k
Several thousand saved on change orders through negotiations and labor provided by public works employees on sewer project

Equipment

Purchase new vac truck
Purchase new 4x4 pickup w/ snowplow for Public Works
Purchase minivan for use by meter reader (2011 low mileage)
Purchase new brush attachment for skid steer
Purchase new v-plow for Steiner to plow parks
Purchase new brush for Steiner to clean parks sidewalk and trail
Purchase new leaf vac to remove leaves from parks

Purchased new hand mower to mow Police Station (Firemen to do mowing)
Purchase Muni-Link software for City Services billing

Employees Negotiated and signed 3 year AFSCME PW contract (2014,2015,2016)
Two Retirees Spike Sines and Bud Johnson
One Resignation Pete Peterson
Two New Hires Randy Lewis (meter reader) and Jeff Prugh (Police Officer)
Appointed Harry Caldwell to Fire Chief position
Appointed Joe Lamey to Asst Fire Chief position

Boards/Com TRA
Attend all monthly meeting including exec. meetings
Attend all Shale meetings put on by TRA
Attend monthly HR meetings put on by TRA
Work with TRA and School District to establish LERTA (ongoing)
Randy and I Worked with TRA and engineers on East Spruce Street project
Meetings and calls between Tim, Jim, Crawford County and I concerning
blight issues
Meet with TRA on many Trail plans, Fleming Park and Grant applications
Speak with Jim Becker at least one or two times weekly to discuss projects

Leisure Services

Work with John and Kyle to upgrade buildings and parks property
Attended weekly meeting with Leisure's Board and School District
Attended most Leisure Services Board meetings

Shade Tree

Several meetings with Dick McCallister and other board members to discuss
procedures and shade tree issues throughout the City

Transportation Committee

Attended monthly meetings to answer questions concerning Titusville

Board of Health

Worked with Tim Lorenz to organize regular meetings to address issues

Add/Meeting Attended monthly safety committee meetings
Trail Town planning meeting
Quarterly tax collection committee meetings
Oil festival planning meeting
Quarterly pension meeting (Police and Fire)
Monthly and weekly job meetings at WWTP
Northwest Commission to discuss traffic light inventory study
Penn Dot meeting (long rang plan)
Attended Penn Prime conference with Police Chief at State College
Attended PELRAS conference at State College
Randy and I attended the Pa Conservation District Dirt and Gravel Roads

two day class to obtain certification to be able to apply for Grants
Attended hearing in Meadville concerning Workers Comp issue
Attended hearing in Meadville concerning Unemployment Compensation
Met with Bob Anspach and Dick Shaffer to discuss insurance issues
Attended Oil Creek Twp meeting to discuss purchase of bulk water
Met with ASCC to discuss layout of parks cameras
Met with AFCME union rep to discuss issue with me doing physical labor
Spoke at the Senior Center and answered questions from seniors
Appeared on The Stream with Luke Ruot and Mark Heim
Attended Dollar Tree ribbon cutting ceremony
Chief Thomas and I attended a class on Managing a Professional
Police Dept.