



CITY OF TITUSVILLE

City Council Meeting Proceedings July 7, 2020

CALL TO ORDER	Mayor Peden called the Regular Meeting to order.
INVOCATION	Moment of silence.
PLEDGE OF ALLEGIANCE	Led by Mayor Peden.
ROLL CALL	Mayor Peden, Deputy Mayor Crouch, Councilman Witosky, and Councilman McCrillis.
ADDITIONS OR CORRECTIONS TO AGENDA	Mr. Peden moved up citizen applications from New Business to accommodate those that were working.
APPROVAL OF PREVIOUS MEETING MINUTES	Minutes from June 15, 2020. <i>Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to accept the minutes and place on file as submitted.</i>
CITIZEN APPLICANTS FOR CITY COUNCIL SEAT	Each applicant that applied for the vacant seat of City Council was given 5 minutes to speak about why they wanted to be on Council. Those speaking were: James Elliott, 306 N. Franklin St.; Sara Jones, 601 Superior St.; Herbert Kitson, 507 N. Perry St.; DeWayne Blair, 402 E. Spruce St.; and Gary Thomas, 590 Maxwell Dr. Not present was Randy Schneider, 416 E. Walnut St. Mr. Peden stated that City Council would narrow down the applicants and interview those candidates.
OPERATIONAL REPORTS MANAGER'S REPORT	City Manager Neil Fratus reported on the following : Splash Pad opened on July 4 – normal operating hours are 10 am – 7 pm with a maximum capacity of 45 occupants – Mr. Peden would like to go on the record to say that he feels we need a supervisor at the Splash Pad, Mr. McCrillis stated he would like the cameras hooked up to monitor, Mr. Crouch asked about rules posted there and if kids were required to have an adult accompany them; recycling collection event will be held at City Hall parking lot on July 25 for City residents; paving will begin on July 8 on West Spruce Street; application for the Peer to Peer grant was started – this is for a Recreation manager; bids for getting quotes on City Hall renovations are in and the lowest bidder was Struxures, LLC., who will begin getting measurements and information to make plans; Council's meeting schedule for summer meetings will be as follows, July 21 at Scheide Park, August 4 at Burgess Park, and August 18 at Roberts Grove; new police officer Zach Erdman started Monday, welcome to him; there have been people crossing the South Perry Street Bridge which is a safety issue, Public Works will post No Trespassing signs; the City received a PILOT check from the Titusville Housing Authority that amounted to around \$50,000. Mr. Peden asked the City Manager to explain the SRO arrangement with the School District. <i>Motion by Mr. Crouch, second by Mr. Witosky and carried</i>

*MINUTES OF
BOARDS/AUTHORITIES*

unanimously to approve the Manager's Report as presented.

Benson Memorial Library – June 16

Motion by Mr. McCrillis, second by Mr. Crouch and carried unanimously to accept the minutes of Benson Memorial Library as submitted.

*COUNCIL COMMITTEE
UPDATES*

Mr. Crouch – Airport Advisory Board – model jet enthusiasts that come out and fly their jets and it is neat to see.

Mr. Peden – Parks/Rec. – this is the month that DCNR thanks everyone for Parks so he would like to thank Public Works and Tim for the upkeep at the parks.

PUBLIC PARTICIPATION

Lou Giantempo – 402 S. Drake St. – what is the status of the house on Bank St. (Michael Crawford property)? Deplorable conditions for years

OLD BUSINESS

BANK STREET PROPERTIES

City Manager Neil Fratus reviewed for Council what had been done to date on Michael Crawford's property as far as demolition permits and notices to vacate. The City Solicitor advised as to what the City could do and the costs of those avenues.

Candy Thompson – Bank St. – Junk everywhere; Article 1921

Deanna Wakefield – 306 Bank St. Mr. Crawford uses her yard to access their property, they are using drugs, there are people in and out constantly, and it is not just the Crawford property, there are other houses on Bank Street that need to be taken down.

Mr. McCrillis asked if the City could pay to take down the house and how much would it cost.

City Solicitor asked if there was an actual Order to Demolish. This could be the next step and then the City would be able to undertake demolition.

Gary Thomas – a similar property/situation on Brook St. where the house ended up torn down, maybe look to see how that one was handled (Danny McIntyre property).

James Elliott – Chevy Biltz said if they get the dumpster and equipment he'll donate his time to demolish it.

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to direct the City Manager and City Solicitor to issue the Order to Demolish and be given no more than 30 days on the Michael Crawford property on Bank St.

There are three other properties on Bank Street that are in rough shape. The owner is up to date on his taxes. They need inspected

and possibly condemned.

PITT PROPERTIES

City Council has received two proposals, one significantly better than the other. (Proposals given at prior meetings of City Council).

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to sell the Pitt Properties to K & R Land Development LLC. and have the proper city officials sign and execute the sales agreement.

BOARDS AND COMMITTEES
TERM LIMITS

Mr. Peden had asked the Solicitor to look at the number of years people sat on boards and committees. Brian stated that Council can already limit this by not re-appointing someone. Mr. Peden clarified that he meant the length of terms. The Solicitor will look into that.

RECYCLING GRANT

Update – Question on the location. Will talk with Public Works Director and City Manager will update at next meeting.

COVID-19

Update – Titusville zip code still has 6 cases from March, 72 cases in Crawford County.

NEW BUSINESS

FIRST READING OF COUNCIL
BILL NO. 2 OF 2020 –
ABANDONED VEHICLES

AN ORDINANCE OF THE CITY OF TITUSVILLE, PENNSYLVANIA PROHIBITING ABANDONED VEHICLES ON PUBLIC AND PRIVATE PROPERTY, HIGHWAYS, AND STREETS WITHIN THE CITY AND ESTABLISHING PENALTIES THEREFOR; PROVIDING POLICIES AND PROCEDURES FOR NOTICE TO OWNERS AND THE REMOVAL OF ABANDONED VEHICLES; PROVIDING FOR PAYMENT BY THE VEHICLE OWNER OF COSTS AND FEES OF VEHICLE REMOVAL; PROVIDING FOR THE APPEAL FROM A NOTICE RECEIVED FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION RELATED TO ABANDONED VEHICLES; AND AMENDING ARTICLE 505 OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE.

Motion by Mr. Crouch, second by Mr. Witosky and carried unanimously to approve Council Bill No. 2 of 2020 on first reading.

Mr. Peden stated that in Section 505.10 Appeals the City Manager should be the hearing officer and Section 505.04 take out code enforcer. The Solicitor recommended using police and/or code enforcement instead and said these changes makes it consistent with State laws and local agency laws. The Appeal process was added.

RESOLUTION NO. 21 OF 2020-
WINTER ROAD MAINTENANCE
AGREEMENT

Winter Road Maintenance Agreement is renewed every five years between the City and the State for the City to maintain State roads during the winter using equipment, supplies, and manpower. It's roughly \$23,000 -\$25,000 a year.

Motion by Mr. McCrillis, second by Mr. Crouch and carried unanimously to approve the Winter Road Maintenance Agreement

No 3900039185 with the Commonwealth of Pennsylvania Department of Transportation.

CDBG

Titusville Redevelopment Authority currently handles the administration of these funds. The past few years had been done by the City of Titusville in house but was turned over to TRA in the beginning of the year. TRA takes 18% in admin fees but the County Planning office would only take 6% to do the same.

Mr. McCrillis asked if we had the option of taking it back at any time. Mr. Peden stated that he started this discussion because TRA stated they were taking \$20,000 admin fees from the COVID-19 CDBG funds and he didn't agree that they should take that much. TRA had also advised City Council that certain projects could not be done with CDBG but in fact they can. He felt that TRA was possibly not up to date on current regulations for the monies.

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to transfer administration of CDBG to the County Planning Commission but TRA will continue with the Diamond Street demolition project.

SPECIAL EVENT APPLICATIONS
WINE WALK

Maloy Shrout, Chamber of Commerce Board President, Oil City and Karen Henderson, 212 W. Central Ave., Volunteer presented their event to Council. The annual Wine Walk to be held August 15 in Scheide Park. It would be held in two different sessions to limit the amount of people due to COVID-19 regulations.

Mr. Crouch asked if Wine Walk was associated with Oil Fest. Mrs. Shrout stated that Oil Fest is the parade, vendors in the park, and other sponsored events like fireworks but Wine Walk is a fundraiser for the Chamber of Commerce. Mr. Crouch then asked if the same committee that cancelled Oil Fest was asking Council to approve an event as a fundraiser for itself. Oil Fest was cancelled because of the COVID-19 and the liability but the Chamber was still providing the fireworks to the community. Some events piggyback on Oil Fest crowds such as the Brew Fest and Wine Walk.

Mr. Witosky questioned the Chamber's decision to cancel Oil Fest and if they had looked into alternatives to the normal way things were done such as looking at a larger location for people to spread out and extending the parade route. Mr. Crouch said it sends the wrong message to cancel Oil Fest and continue with the Wine Walk. Wine Walk does not incorporate the whole community.

Mr. Peden stated that City Council is making decisions with limited knowledge on COVID-19, the information they receive today could change tomorrow. The City has a board of health but that group has not even met.

Motion by Mr. Crouch, second by Mr. Witosky to deny the Wine Walk

Special Event Application, vote as follows:

Mr. Crouch, Mr. Witosky – Yes
Mr. Peden, Mr. McCrillis – No

Motion by Mr. McCrillis, second by Mr. Peden to approve the Wine Walk Special Event Application, vote as follows:

Mr. Peden, Mr. McCrillis – Yes
Mr. Crouch, Mr. Witosky – No

Both motions failed.

TITUSVILLE AREA'S WWII DEATHS

Kathy Newson - Titusville Historical Society presented to Council they will be reading the Titusville area names of those killed in action during WWII at the Veteran's Wall in Scheide Park. This event is normally held on Memorial Day but because of the circumstances had to move it.

Motion by Mr. McCrillis, second by Mr. Crouch and carried unanimously to approve the Historical Society WWII Deaths Special Event Application on August 15.

WAIVE PENALTY ON TAX INSTALLMENTS FOR RON DAY PROPERTIES

The City had received payment from Mr. Day but because of a mix up and some wrong amounts the City Manager's office held the payment until it went into penalty phase. Mr. Day should not have to pay the penalty because the City held his payment.

Motion by Mr. Witosky, second by Mr. Crouch and carried unanimously to waive the penalty on the last two installments on Ron Day's properties.

BUILDING CODE

Mr. Peden asked this to be on the agenda following comment from the City Solicitor that our codes should be updated.

Motion by Mr. Crouch, second by Mr. McCrillis and carried unanimously to direct the City Solicitor and City Manager to come back to Council with recommendations on building code revisions.

WATER/SEWER TEMPORARY CONSTRUCTION RATES

At the last Special Meeting a landlord had asked about the water and sewer rates being cut when he goes into renovate an apartment. Maybe the City could do something on a limited basis, perhaps three months only at a lower rate for remodeling. The Solicitor asked if there was a provision in the ordinance for lower rates.

Motion by Mr. Witosky, second by Mr. Crouch and carried unanimously to direct the Solicitor and City Manager to write up a proposal to amend the water usage ordinance.

BROWN STREET RAILWAY CROSSING

This is still considered an active crossing even though it doesn't go anywhere. The City can get permission to take it out but we would

have to do the paving/repair.

PUBLIC INPUT

Jeff Thomas – 632 Maxwell Dr. – CDBG, if you give it to the County they will take 6%, why not bring it back in house? The County takes money from 48 communities except three, Vernon, Meadville, and Titusville – they take 18% from those communities. Mr. Peden said in order to bring it back in house we would have to hire someone at a minimum of \$35,000.

James Elliott – 306 N. Franklin St. – He was under the impression that the County could give back 12% of the admin fees to the City or put it towards the grant.

What is the Third Class City Code for a tie breaker at a City Council meeting? It was his impression that the Mayor was the tie breaker.

COMMENTS BY MAYOR AND COUNCIL

Mr. McCrillis thanked everyone for participating in the meeting. Mr. Crouch thanked all the Council candidates and gave those applying the opportunity to talk as someone who would have run a campaign.

Mr. Peden mentioned the softball tournament, jet flying, concerts in the park, the City is opening up slowly and it's nice to see people out.

ADJOURNMENT

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to adjourn at 9:27 p.m.

APPROVED BY COUNCIL

THIS 4th DAY OF Aug., 2020



Mayor Dennis Peden

I hereby certify the foregoing to be a true and correct copy of the minutes of the Meeting of City Council of July 7, 2020.



Heather Stewart
Recording Secretary