



CITY OF TITUSVILLE

City Council Meeting Proceedings **September 1, 2020**

CALL TO ORDER	Mayor Peden called the Regular Meeting to order.
INVOCATION	Pastor Chad Kaminski – Titusville Church of the Nazarene
PLEDGE OF ALLEGIANCE	Led by Mayor Peden.
ROLL CALL	Mayor Peden, Deputy Mayor Crouch, Councilwoman Jones, Councilman McCrillis, and Councilman Witosky.
ADDITIONS OR CORRECTIONS TO AGENDA	City Manager Fratus added Special Event Application – BMX to New Business.
PRESENTATION	Michelle Bryan of Maher Duessel, City Auditors – presented their major findings and recommendations for management to fix to Council. Required filings to DCED have been made.
APPROVAL OF PREVIOUS MEETING MINUTES	Minutes from August 18. <i>Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to approve the minutes as presented and place on file.</i>
OPERATIONAL REPORTS MANAGER'S REPORT	City Manager Neil Fratus updated Council on the following: City Hall renovation estimate from Struxures has been received; Airport Runway overlay project will hopefully begin by the end of September with no matching funds by the City required; the Building Inspector position has been filled by Elmer "Skip" Welling who previously worked in the Public Works department; thanked all City Departments for working so hard through the pandemic; and Council on the Arts would like to have their final movie in the park on September 18. Mr. Peden asked Neil to talk about the information he received from the County about police wages this week. The City could possibly receive funding for regular police hours worked during the COVID-19 pandemic from March through October. <i>Motion by Mr. McCrillis, second by Mrs. Jones and carried unanimously to accept the Manager's report as submitted.</i>
COUNCIL COMMITTEE UPDATES	Mr. Crouch stated that the Airport Advisory Board will have a preconstruction meeting on Aug. 19 and then proceed with the Runway Rehab project. Mrs. Jones stated that the Library had re-opened the prior week for in person visitation Monday through Thursday and lobby hours on Friday. The Planning Commission would like support from Council on the Historic Design guidelines and they would be willing to present to Council. They also wondered if they should update the Comprehensive Plan. Mr. Peden stated that he and the City Manager would be signing final documents on the sale of the Pitt dorms the following day.
MINUTES OF BOARDS/AUTHORITIES	Benson Memorial Library – 8/18

Motion by Mr. Crouch, second by Mr. Witosky and carried unanimously to accept the minutes of 8/18 from Benson Memorial Library and place on file.

PUBLIC PARTICIPATION

None.

OLD BUSINESS

**SECOND READING OF
COUNCIL BILL NO. 5 –
INTERNATIONAL PROPERTY
MAINTENANCE CODE**

AN ORDINANCE OF THE CITY OF TITUSVILLE, PENNSYLVANIA ADOPTING PORTIONS OF THE 2015 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE, REGULATING AND GOVERNING THE CONDITIONS AND MAINTENANCE OF ALL PROPERTY, BUILDINGS AND STRUCTURES; PROVIDING THE STANDARDS FOR SUPPLIED UTILITIES AND FACILITIES AND OTHER PHYSICAL THINGS AND CONDITIONS ESSENTIAL TO ENSURE THAT STRUCTURES ARE SAFE, SANITARY AND FIT FOR OCCUPATION AND USE; AND THE CONDEMNATION OF BUILDINGS AND STRUCTURES UNFIT FOR HUMAN OCCUPANCY AND USE, AND THE DEMOLITION OF SUCH EXISTING STRUCTURES IN THE CITY; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; AMENDING PART 19 OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE; AND REPEALING ARTICLES 1111 AND 1711 OF THE CODIFIED ORDINANCES OF THE CITY OF TITUSVILLE AND OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH.

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to adopt Council Bill No. 5 of 2020 upon second reading.

RESOLUTION NO. 22 OF 2016

This resolution named Enhance Titusville Incorporated as the only entity to act on behalf of the City for grants. The Mayor suggested doing away with this resolution, which was supported by Enhance Titusville who said this had been done in spite. The Solicitor stated as long as we could appoint an entity for certain grants that dissolving this resolution would be fine.

Motion by Mr. Crouch, second by Mrs. Jones and carried unanimously to dissolve Resolution No. 22 of 2016.

WATER SERVICE FOR PART-TIME RESIDENTS

This issue was raised by residents that are snow birds leaving the City during the winter but must leave their water service on for baseboard hot water heat. Also, contractors/landlords that are remodeling properties had requested a reduced bill since they weren't actually living in the units and using the services as much as someone occupying a property. City Manager stated that the City pays for all residents using garbage and would have to eat that cost for anyone not being billed for the service. Most snow birds shut the water off when they leave but a few cannot because of hot water heat. He recommended tabling until more research can be done on water rates and laws. The Solicitor said it is a complex area because of how water and sewer rates have to be charged.

NEW BUSINESS WITH PUBLIC PARTICIPATION

Pastor Chad Kaminski – Titusville Church of the Nazarene – Living Proof Special Event Application. Pastor Kaminski handed out a letter detailing the events of the weekend to Council. He will need about six picnic tables provided that he forgot to put on the application.

Kelly MacDonald – Drake Well BMX – PA State Series Championships Special Event Application. It is a great opportunity for Titusville to host this event because it is held at the top track but because that lies in Allegheny County this year it cannot be held there due to COVID-19. It could bring in about 800 people to our area. Mrs. MacDonald detailed the steps they would take to maintain social distancing and group numbers.

2021 MINIMUM MUNICIPAL OBLIGATIONS

Firemen's Pension Plan - \$369,310
Police Pension Plan - \$431,723
Non-Uniform Pension Plan - \$45,680

Motion by Mrs. Jones, second by Mr. McCrillis and carried unanimously to approve the 2021 MMO figures.

SPECIAL EVENT APPLICATION LIVING PROOF

Motion by Mr. McCrillis, second by Mr. Witosky and carried unanimously to approve the Living Proof Special Event Application.

QUEEN CITY TRAIL

Mr. Joe Roddy, Engineer at Stifler McGraw spoke about a grant the City was awarded in connection with the Titusville Redevelopment Authority to extend the Queen City Trail from its present terminus at Martin St. to continue up Martin St. to Fleming Park. The project has been idle for a while but he felt with a new Council things could be discussed and the project moved forward. It is the recommendation of Stifler McGraw and the Federal Highway administration that the east side of Martin Street's parking lane be removed and a bike lane painted in its place. There is also some desire to make a left hand turn at the current terminus and run trail under the Black Bridge into the McDonald's property. There may not be enough in the budget for that project but DCNR is on board with that portion. Their recommendation is to have the base bid for the project be the bike lane lines and use the other project as an add alternate. They have also suggested working with the County to get Act 13 Funds to get the other portion completed. They are getting to the point where project is going to come due but DCNR is okay with the City filing for an extension. Mr. Roddy recommends requesting the extension because to start painting now he doesn't feel it would cure well and it would give them time to work on design plans.

Motion by Mr. Witosky, second by Mr. McCrillis and carried unanimously to approve Stifler McGraw moving forward with painting a bike lane and proceed with designs in Fleming Park and filing an extension for the grant previously awarded.

DAY BUILDING PROPERTY PURCHASE

Motion by Mr. McCrillis, second by Mrs. Jones and carried unanimously to move forward with signing the purchase agreement for the Day Building on Franklin Street after the sale of the Pitt

properties on September 2.

SHADE TREE

Mr. Crouch wished to address some issues with the Shade Tree Commission. One item is trees that come down in a storm that were not planned for. Another item is considering hiring an arborist to look at the trees. Mr. Witosky spoke about his opposition to the City charging residents a fee for removing a tree that belongs to the City. Mrs. Jones mentioned that Council should be careful with how they proceed with the Commission as alienating volunteers does not make for a friendly town and Shade Tree does a lot of work all year long. She is not opposed to charging the residents for tree take down. Mr. Crouch feels there has been a break down in communications with the Commission.

**SPECIAL EVENT APPLICATION
PA STATE CHAMPIONSHIPS**

Motion by Mr. McCrillis, second by Mr. Peden and carried unanimously to approve the BMX State Championships Special Event Application.

PUBLIC INPUT

James Smith – 407 W. Elm St. – Would like to see Council look at a reduced water bill for landlords that are flipping houses if it is unoccupied. The Mayor asked the City Manager to look into this while researching the snow bird issue. Mr. Smith also recommended changing the setup of the room because the cameraman was blocking the view of those behind him and he couldn't see Council members while they were speaking.

**COMMENTS BY MAYOR AND
COUNCIL**

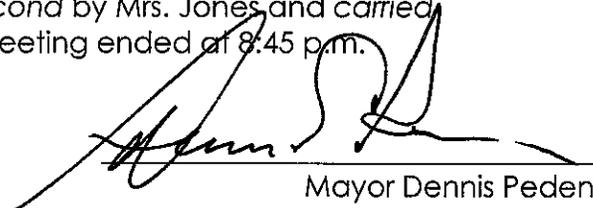
Mr. Peden – Thanked everyone for coming and giving input.

ADJOURNMENT

Motion by Mrs. Witosky, second by Mrs. Jones and carried unanimously to adjourn. Meeting ended at 8:45 p.m.

APPROVED BY COUNCIL

THIS 15th DAY OF Sept., 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 September 1, 2020.


Heather Stewart
Recording Secretary