

REGULAR COUNCIL MEETING

Dec. 2, 2019

Members Present: Douglas Baker, Mayor
Michael Dulaney
Donna Fletcher, Deputy Mayor
James Johnson
Samuel Lyons
Ryan Rudegeair

Excused: Fred Mays

In Attendance: Tracy Jamieson, City Manager
Brian Spaid, Esq., City Solicitor
Jim Wetzel, Fire Chief
Kevin Anundson, Police Chief
Deb Eckelberger, Franklin Development Director
Sheila Boughner, Recording Secretary & Community Development
Coordinator
Tim L. Dunkle, Franklin General Authority Chairman
Luke Behe, Franklin Fire Department
Jim Marshall, 1517 Elk St.
Sarah Titley, Venango Newspapers, Inc.
Jim Williams, Applefest Core Committee
Jodi Baker Lewis, Franklin Area Chamber of Commerce
Tim Daniels, Franklin
Bev Hart, Franklin
Daniel Weiland, 1 Park Way

Mayor Baker called the meeting to order at 7:04 p.m.

ADOPTION OF AGENDA - Resolution No. 155

Mr. Rudegeair moved to approve the agenda, as presented. Mr. Dulaney seconded the motion, which passed unanimously.

APPROVAL OF MINUTES - Resolution No. 156

Mr. Johnson moved to approve the minutes of the Nov. 11, 2019 Public Hearing for the FY-2019 CDBG Program and the regular meeting of Nov. 11, 2019, as presented. Mr. Dulaney seconded the motion, which passed unanimously.

PAY THE BILLS - Resolution No. 157

Mr. Lyons moved to pay the bills as presented. Mr. Rudegeair seconded the motion, which passed unanimously.

CITIZENS' INQUIRIES

Mr. Williams presented the City with a \$25,000 check to help defray the City's costs related to Applefest. Mr. Williams said there could be no Applesfest without the City's assistance and noted that the boost from Applefest is as important to area businesses as the Christmas Season.

Mr. Daniels reported that rodents have become an issue in a vacant house at the corner of 12th and Chestnut streets. Mayor Baker said City staff would look into the matter.

Mr. Marshall followed up on comments he made at the October Council meeting regarding the number of signatures needed to run for Mayor and City council. He indicated that information he received from the Venango County Chief Clerk's Office indicates that those seeking to run for mayor and the three at-large city council seats must obtain 100 signatures. The statute does not specify the number of signatures needed to run for the three council seats representing a particular ward. Mr. Spaid concurred and said he could look further into the matter.

Ms. Hart asked about the funds in the budget for traffic engineering at Washington Crossing. Ms. Jamieson explained that the engineering is required before changes can be made at that intersection. Ms. Hart has previously raised safety concerns about that intersection. Mayor Baker said the City will continue to work to address those concerns.

CERTIFICATES OF APPROPRIATENESS -- Resolution No. 158

Mr. Johnson moved and Mr. Dulaney seconded a motion to issue Certificates of Appropriateness for the construction of a handicap ramp at 1283 Liberty Street (with a black railing), new windows and a door at 1243 Liberty Street, and the restoration of the tower at 1101 Buffalo Street, as presented. Motion passed unanimously.

Ms. Jamieson indicated the City Engineer will be asked to look into the ramp project as there is a vault beneath the sidewalk in that location.

GENERAL AUTHORITY UPDATE

Mr. Dunkle provided the Council with updates on the Consent Order and Agreement with DEP, the need to install a temporary clearwell tank at the Barrett Flats water plant, and the Authority's current and upcoming projects, with estimated costs and plans for funding those projects. (See attached.) Council members thanked Mr. Dunkle and the other board members for their work and interest.

FINAL READING - BILL NO. 11 – 2020 BUDGET - Resolution No. 159

Mr. Spaid read the title of Bill No. 11, "Budget," into the record. Mr. Rudegear moved and Mr. Dulaney seconded a motion to pass on Final Reading, Bill No. 11 - "Budget."

Mr. Rudegear reiterated the concerns he raised last month regarding the loss of a police officer, but he said Mr. Marshall's comments on the topic were the only ones he heard. He said he also is aware of the struggle to fill police vacancies.

Motion passed unanimously.

FINAL READING - BILL NO. 12 - REAL ESTATE TAX - Resolution No. 160

Mr. Spaid read the title of Bill No. 12, "Real Estate Tax," into the record. Mrs. Fletcher moved and Mr. Lyons seconded a motion to pass on Final Reading, Bill No. 12 - "Real Estate Tax." Motion passed unanimously.

FINAL READING - BILL NO. 13 - EARNED INCOME TAX - Resolution No. 161

Mr. Spaid read the title of Bill No. 13, "Earned Income Tax," into the record. Mr. Johnson moved and Mr. Rudegear seconded a motion to pass on Final Reading, Bill No. 13 - "Earned Income Tax." Motion passed unanimously

FINAL READING - BILL NO. 14 – FEE SCHEDULE UPDATE – Resolution No. 162

Mr. Spaid read the title of Bill No. 14, "Fee Schedule Update" into the record. Mr. Lyons moved and Mr. Johnson seconded a motion to approve Bill No. 14, "Fee Schedule Update," on final reading.

Ms. Jamieson indicated that an increase in the fee for quarterly parking permits from \$60 to \$90 was inadvertently omitted from the proposed fee schedule. She said the quarterly cost at the regular parking meter rate would be \$240.

Mr. Lyons moved to amend the motion to include the parking fee change, and Mrs. Fletcher seconded the motion. That motion was unanimously approved.

Mr. Dulaney said he still has concerns that some of the increases are too much, too soon. Mr. Rudegear said he struggles with raising the cost of parking permits but not raising the parking rates. Mr. Spaid said if the user fees are not adjusted on a regular basis, taxpayers will end up subsidizing those services covered by the fees. Ms. Jamieson said she looked at each of the fees to see if taxpayers should subsidize the service and compared the rates to those charged by other municipalities for those services.

Motion passed unanimously. The new fee schedule goes into effect Jan. 1.

SMALL BUSINESS JUMP START PROGRAM TRANSFER – Resolution No. 163

Mr. Rudegear moved and Mr. Lyons seconded a motion to move administration of the Small Business Jump Start program back to the Franklin Industrial & Commercial Development Authority, where the program was started. Motion passed unanimously. The City will close out the accounting of the SBJs funds as of Dec. 31, 2019.

PARADE AND PARK REQUESTS – None

REPORTS

Manager

• **Buffalo Street Bus Shelter and Pedestrian Connection Project – Resolution No. 164**

Recommended that Council approve a contract with the EADS Group in an amount not to exceed \$10,868 to finalize the contract drawings and specifications for the project and prepare the contract documents, provide construction phase services and prepare a punch list at the end of the project. The EADS Group provided the initial conceptual plan and cost estimates for the Multimodal Transportation Fund grant application for the project, and its familiarity with the project should help move the process along more quickly. The Department of Community and Economic Development was consulted on the matter and gave its approval.

Mr. Rudegeair move to approve the contract as presented. Mr. Dulaney seconded the motion, which passed unanimously.

- **Grant Funding for the Miller-Sibley Recreational Complex**

Indicated a Department of Conservation and Natural Resources (DCNR) Grant of \$260,000 and a McElhattan Foundation grant of \$160,000 were approved for the Miller-Sibley Improvement Project. Combined with \$100,000 in grants previously received for the purpose from PNC Charitable Trusts, all the funding for the project has fallen into place. The project can move forward as soon as the contract is received from the DCNR.

- **Band Room Carpeting – Resolution No. 165**

Indicated the Silver Cornet Band is replacing the chairs and carpeting in the Band Room on the second floor of City Hall and asked the City to assist with the cost of the carpeting, which would be an improvement to City Hall. Recommended that the City pay half the cost of the carpeting, in an amount up to \$1,000. Ms. Fletcher so moved, and Mr. Johnson seconded the motion. Motion passed by a vote of 5 to 1, with Mr. Rudegeair voting against the measure.

- **Staff Christmas Luncheon**

Reminded the Council that the Staff Christmas Luncheon will be held on Dec. 13 and asked if City Hall could be closed from 11:30 a.m. to 1 p.m. on that day so everyone can attend the luncheon. Council agreed.

- **Executive Session**

Indicated an executive session would be needed to discuss litigation, personnel matters and negotiations.

Solicitor

- **Council Vacancy – Resolution No. 166**

Noted that with Mr. Dulaney's departure from Council on Dec. 31, there will be a vacancy beginning Jan. 1 that Council will have 45 days to fill. There will be two council meetings during that time. He advised that Council begin taking letters of interest for the seat. In order to serve, applicants must be U.S. citizens, qualified voters and must have resided in the City for at least one year at the time of the appointment.

Mr. Rudegeair moved to accept letters of interest addressed to the City Manager's office through Dec. 30. Mr. Johnson seconded the motion, which passed unanimously.

- **Stop Signs**

Indicated that he had advised Council via memo that a traffic study of sorts would be needed to add any stop signs on City-controlled streets and attached a copy of PennDOT's "Pennsylvania's Traffic Calming Handbook" as a resource. Mr. Spaid had previously prepared several ordinances on the possible addition of stop signs that were tabled. Mr. Rudegeair said he would like to return to the topic in January's Council meeting.

- **Signatures Needed**

Returned to the topic of the number of signatures needed to run for Mayor and City Council. For Mayor and at-large seats on Council, 100 signatures are needed, and for those three seats representing one of the three voting districts, candidates are currently required to get 10, and Mr. Spaid indicated that was appropriate.

- **Motor Homes Parked on City Streets**

Following up on complaints received by Ms. Fletcher regarding a camper that is parked in front of Central Elementary School during Applefest and runs a noisy generator all night, Mr. Spaid indicated he could draft an ordinance adding parking restrictions on campers but would need further direction regarding the locations to be included in the ordinance. He also raised concerns about enforcing such a measure, especially during Applefest when officers are already extremely busy. Ms. Fletcher said she would be happy if the only location included in the ordinance was the area near Central Elementary.

- **Reapportionment**

In response to concerns previously raised by Mr. Rudegear regarding the reapportionment of voting districts, Mr. Spaid advised that with the 2020 Census starting soon, it would be best to wait for the results of that count.

- Advised that he would need an executive session to discuss potential litigation.

Mayor – Appointments

- **Resolution No. 167**

Mayor Baker moved to reappoint John Eckel to the General Authority. Mr. Rudegear seconded the motion, which passed unanimously.

- **Resolution No. 168**

Mayor Baker moved to reappoint Rodney Griffin and Richard Mihalic to the Franklin Industrial and Commercial Development Authority. Mr. Johnson seconded the motion, which was approved unanimously.

- **Resolution No. 169**

Mayor Baker moved to reappoint Travis Hicks to the Planning and Zoning Commission. Mr. Lyons seconded the motion, which passed unanimously.

- **Resolution No. 170**

Mayor Baker moved to reappoint Walt Donaldson and Randy Stewart to the Zoning Hearing Board. Mr. Lyons seconded the motion, which passed unanimously.

- **Resolution No. 171**

Mayor Baker moved to reappoint Dan Drayer to the Uniform Construction Code Appeals Board. Mr. Johnson seconded the motion, which passed unanimously.

COUNCIL REPORTS

Mayor Baker

- Extended his thanks to all those who participated in Light-Up Night and congratulated Mr. Dulaney on his election to the Venango County Board of Commissioners.

Mr. Johnson

- Offered Holiday Greetings

Mr. Dulaney

- Said it was a pleasure to serve with his fellow Council members

Mr. Rudegear

- Indicated he would like to discuss a personnel matter in executive session.

Ms. Fletcher

- Observed that it seems like pedestrians have a very long time to cross at the mid-block crosswalk on Liberty Street. Ms. Jamieson indicated it might be possible to reduce that interval.

Mr. Lyons

- Wished Mr. Dulaney the best of luck as a county commissioner.

EXECUTIVE SESSION – Resolution No. 172

Mr. Rudegear moved to enter into executive session at 8:30 p.m. to discuss matters relating to litigation, personnel and negotiations. Mr. Dulaney seconded the motion, which was approved unanimously. The Executive Session ended at 9:10 p.m.

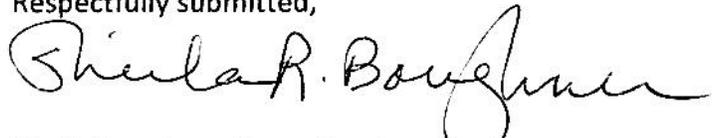
OTHER BUSINESS – Resolution No. 173

A motion was made by Mr. Rudegear and seconded by Mr. Lyons to hold a special Council meeting at 4 p.m. Tuesday, Dec. 17, to ratify the IBEW contract, if the union members approve the contract in their upcoming vote.

ADJOURNMENT

There being no further business to come before the Council at this time, the meeting was adjourned at 9:11 p.m.

Respectfully submitted,



Sheila Boughner, Recording Secretary