

REGULAR COUNCIL MEETING  
150 Prospect Avenue  
August 5, 2024

Members Present: Douglas Baker, Mayor  
Donna Fletcher, Deputy Mayor  
James Johnson  
Christian Marshall  
Samuel Lyons  
Ashley Smith

Members Excused: Todd Zahner

In Attendance: James Wetzel, City Manager  
Brian Spaid, Esq., City Solicitor  
James Wetzel, Fire Chief  
Harmony Motter, Finance Director  
T.J. Parks, Recording Secretary  
Amanda Power, Community Development Director  
Cindi Power, City of Franklin  
Kevin Saragian, Police Chief  
Helen Fielding, The Derrick  
Alex Spaid, Dale, Woodard, Gent, McFate  
Bev Hart, 1333 Elk Street  
Dave Ballard and Melissa Ditzenberger, 233 Overlook Drive  
Bruce Smeal, Whalen Contracting  
Harry McBride, A.Crivelli  
Bernie Nerlich, 1828 Keely Road  
Stephanie Felmlee, 313 13<sup>th</sup> Street  
David Lee, 122 Orchard Street  
Jodi Lewis, 1255 Liberty Street  
Barb Matthews, 1239 Liberty Street  
Jennifer Taylor, 1526 Buffalo Street  
Caleb Williams and Jenna Dillion, 1212 Elk Street

Mayor Baker reconvened the meeting at 7:00 P.M.

**ADOPTION OF AGENDA – Resolution No. 117**

Mr. Johnson moved to adopt the agenda as presented, seconded by Mrs. Fletcher. The motion passed unanimously.

**APPROVAL OF MINUTES – Resolution No. 118**

Mr. Johnson motioned to approve the minutes of the FY-2024 CDBG Preliminary Public Hearing and the regular City Council meeting, both of July 1, 2024. Mrs. Smith seconded the motion which passed unanimously.

**PAY THE BILLS – Resolution No. 119**

Mrs. Fletcher moved to pay the bills as presented. Mr. Marshall seconded the motion which passed unanimously.

**CITIZENS' INQUIRIES –**

- Dave Ballard discussed a recent conflict between Trails to Ales II and the Barrow-Civic Theatre regarding the sound levels of the live bands at Trails to Ales II during performances at the Barrow. Mr. Ballard assured that he is working cooperatively with the Barrow to ensure that the live music at his establishment doesn't intrude on performances at the Barrow. He asked Council to consider making an amendment to the noise ordinance.
- David Lee, who lives on the corner of Orchard and Grant Streets, states that his house shakes when a large vehicle drives over an area where the street was dug up to replace a water valve. He asked that the City consider an alternate way to repair the site.
- Caleb Williams, of 1212 Elk Street, asked Council to consider changing the parking ordinance for the Fountain Park section of Elk Street, as he and his fiancé receive parking tickets when parked in front of their home. Off-street parking is not available to them.

**CERTIFICATES OF APPROPRIATENESS – Resolution No. 120**

The following requests came before HARB at its July 23, 2024 meeting:

- 1288 Liberty Street – Windows
- 802 Liberty Street - Signs

Mr. Johnson motioned and Mrs. Fletcher seconded to approve the requests as presented. The motion passed unanimously.

**FIRST READING – BILL NO. 6 – TRAFFIC CODE AMENDMENT – ELM STREET – Resolution No. 121**

Mr. Spaid read Bill No. 6, "Traffic Code Amendment – Elm Street," in its entirety into the record.

Mr. Johnson motioned and Mr. Marshall seconded to pass on First Reading Bill No. 6. The motion passed unanimously.

**FINAL READING – BILL NO. 5 – SIDEWALK CAFÉ REQUIREMENTS AMENDMENT – Resolution No. 122**

Mr. Spaid read Bill No. 5, "Sidewalk Café Requirements Amendment," into the record.

Mrs. Fletcher motioned to pass on Final Reading Bill No. 5. Mr. Lyons seconded the motion. The motion passed unanimously.

**APPROVAL – 2024 COUNCIL MEETINGS CHANGE OF VENUE – 150 PROSPECT AVENUE – Resolution No. 123**

Mr. Lyons motioned to hold the remaining 2024 City Council meetings at 150 Prospect Avenue. Mrs. Fletcher seconded the motion which passed unanimously.

**FY-2021 CDBG STORMWATER IMPROVEMENTS BID RESULTS – Resolution No. 124**

Mr. Parks presented the low bid from Mealy Excavating and Construction, Inc. in the amount of \$138,604 for the FY-2021 CDBG Stormwater Improvements Project at 11<sup>th</sup> and Sassafras Streets. \$80,095 of FY-2021 CDBG funds was allocated to the project, with \$16,018.63 having already been spent on engineering and design costs, leaving a shortfall of \$74,527.63. Mr. Parks requested Council approve the bid from Mealy Excavating and Construction and the use of Liquid Fuels to cover the outstanding construction costs, provided that the construction materials to be used are compliant with the most recent PennDOT publication. The specifications are currently under review by the Liquid Fuels representative.

Mrs. Fletcher motioned to accept the bid from Mealy Excavating and Construction, Inc. as presented, and to allow for the use of Liquid Fuels funds, upon the condition that the construction materials are acceptable to PennDOT. Mr. Johnson seconded the motion which passed unanimously.

**APPROVAL TO SUBMIT SAFE STREETS FOR ALL GRANT APPLICATION – Resolution No. 125**

Mr. Parks expressed the Community and Economic Development Department's intent to submit a Safe Streets and Roads for All grant application for supplemental planning and demonstration activities on Otter, Elk, Buffalo, Chestnut and Eagle Streets, as well as studying the traffic signal at the intersection of Buffalo and 13<sup>th</sup> Streets, and the feasibility of a mid-block crossing near Save-A-Lot on Grant Street. He explained that the estimated cost provided by WRA Engineering is \$344,000, which will be increased by 20% for a total project cost of \$412,800. There is a 20% match requirement. Mr. Parks reached out to the Pennsylvania Northwest Commission with a request to cover the \$82,560 matching funds, but no response has been received.

Mr. Lyons motioned and Mr. Johnson to approve the submission of the Safe Streets and Roads for All grant application as presented, upon the condition that the 20% match can be secured. The motion passed unanimously.

**PARK AND PARADE ASSEMBLY REQUESTS – Resolution No. 126**

Mr. Wetzel introduced the following public assembly requests:

1. September 1, 2024 • Bandstand Park • Venango Co. Prayer Ladies • Prayer and Worship in the Park
2. September 22, 2024 • Bandstand Park • AAUB Church • Worship in the Park
3. October 5, 2024 • Liberty Street, between 13<sup>th</sup> and 3<sup>rd</sup> Streets • Franklin YMCA • Applefest 5K Race
4. October 4-6, 2024 • Fountain and Bandstand Parks • Franklin Area Chamber of Commerce • Applefest

Mr. Johnson motioned to accept all requests as presented, seconded by Mrs. Smith. The motion passed unanimously.

## REPORTS

### Manager –

- **Resolution No. 127** – Mayor Baker motioned to nominate Mrs. Smith as the Voting Delegate, and himself for the Alternate Delegate, for the 2024 Pennsylvania Municipal League Leadership Summit on October 10-13, 2024. Mrs. Fletcher seconded the motion which passed unanimously.
- **Resolution No. 128** – Mayor Baker motioned to nominate Mrs. Smith as the Pennsylvania Municipal League’s Liaison Delegate. Mrs. Fletcher seconded the motion which passed unanimously.
- The County has been notified of the HVAC renovations at City Hall and will be changing the polling location in November.
- HVAC renovations are scheduled to begin on August 19<sup>th</sup> on the second floor. City Hall will need to be closed to the public during first floor renovations.
- Bronder Technical Services will be starting the foundation work for the WWII/Korean War Memorial in Bandstand Park on August 19<sup>th</sup>.
- The EADS Group will prepare the documentation to identify the shortfalls of a site visit with FKL Development on July 23<sup>rd</sup>.
- The General Authority received a PENNVEST offer for the A-108 sewer project. The Authority will receive \$16.7 million in grant funds and a \$5.3 million loan at 1% interest.
- Glenn “Bub” Brown is officially retired on August 26<sup>th</sup>
- Officer Chris Wagner resigned from the police department on July 29<sup>th</sup>
- Presented “Thank you” letters from Blues and BBQ Fest committee, as well as from the City of Oil City for lending them our street sweeper
- Chief Saragian stated that 16.75 man hours were spent monitoring the 500-600 blocks of Elk Street, clocking 337 vehicles. The max speed was 43mph, with speed averages of 25mph or less
- Requested time in Executive Session for matters of personnel and negotiations

**Solicitor** – Requested time in Executive Session for matters of pending litigation and negotiations

**Mayor Appointments** – None

## COUNCIL REPORTS

**Mayor Baker** – Echoed compliments of all events

**Mrs. Fletcher** – Enjoyed seeing police officers at the City picnic and more police presence throughout town

Glad for a successful Taste of Talent season and finale

**Mr. Johnson** – Enjoyed the City picnic.

**Mr. Marshall** – None

**Mr. Lyons** – None

**Mrs. Smith** –

- Announced the United Way's National Night Out event to take place at Christ United Methodist Church in the evening of August 6<sup>th</sup>.
- Looking forward to Rock in River at Riverfront Park
- Reminded of the Ronnie Beith tribute concert on August 29<sup>th</sup> at Bandstand Park
- Asked that motorists be aware of school students now that school will be back in session soon

**Mr. Zahner** – None

**EXECUTIVE SESSION - Resolution No. 129**

Mrs. Fletcher motioned to enter into Executive Session at 7:54 P.M. for the purposes of personnel, negotiations and potential litigation. Mr. Lyons seconded. The motion passed unanimously.

**OTHER BUSINESS** - None

**ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 8:46 P.M.

Respectfully submitted,



T.J. Parks, Recording Secretary