**MINUTES**

 **FORD CITY BOROUGH COUNCIL**

 **4th MONDAY – WORKSHOP**

**Location: Latin American Club**

**JANUARY 28, 2019**

CALL TO ORDER

Council President Fenyes called the meeting to order at 6:30 p.m. and advised the audience that

the meeting for Monday, January 28, 2019 will be audio taped by Ford City Borough and Lisa

Bittner. Caroline Hassa and David Croyle -- Family Life Media are audio and video taping the

meeting. Nick Vercilla – Leader-Times is audio taping the meeting.

 PLEDGE OF ALLEGIANCE

 Council President led everyone in reciting the Pledge of Allegiance.

ROLL CALL

 Beth Bowser, Mary Alice Bryant, Carol Fenyes, Tyson Klukan and Marc Mantini. Mayor

 Cogley is absent because of a work conflict. Ray Klukan is absent [illness].

ATTENDANCE

Solicitor Alyssa Golfieri, Police Chief Paul Hughes, Administrative Assistant Julia Nortrup and Secretary Lisa Bittner were also present.

CITIZENS COMMENTS - AT THIS TIME AGENDA ITEMS ONLY

 There were no Citizen Comments at this time.

 **OLD BUSINESS**

 None

**NEW BUSINESS**

PHONE SYSTEM UPGRADE – WINDSTREAM – James Tyger, Windstream

Julia Nortrup spoke about the antiquated phone system the Borough currently uses. Windstream

 is the current phone service provider and with the age of the system cannot upgrade the existing

 phones. Cannot easily complete a conference call, there is not caller ID capability and cannot

 transfer calls. Nortrup explained she reached out to Windstream and was contacted by James

Tyger.

James Tyger explained Windstream owns the phones used by the Borough. Their age is a

concern for replacement parts. They offer “Windstream Office Suite” which would allow a

maximum of 25 users. It is a Voice Over IP system. At this time Fiber is not available in the

area. The system allows for an auto attendant. When callers contact the Borough they would

choose from a menu. Use of the Siren was not considered for this proposal. No information

regarding the Fire Department was provided for the phone analysis. There would be

approximately a $150 to $200 additional monthly cost.

Solicitor Golfieri added if the total cost is under $11,100 no formal bidding will be required.

Nortrup stated she only spoke with Windstream.

ArcGIS ONLINE MAPPING

Gibson-Thomas quote dated 1-4-2019 [Discussed later in the meeting.]

 ALLEGHENY VALLEY LAND TRUST

Chris Ziegler, Executive Director explained she is requesting a letter of support for the Crooked Creek Bridge rehabilitation project. If possible a financial donation too. The “Iron Bridge” was closed in November 2017 because of its unsafe condition. The completion of the project is early 2019. T. Klukan suggested, since our citizens use the trail, a donation of $1,000 be given. Ziegler stated Emergency Management would have keys to the barrier on the bridge. Zeigler explained that Allegheny Valley Land Trust owns the bridge and that it is a non-motorized 30’ wide. The structural integrity of the bridge will be checked. (Attachment)

Bowser made a motion donate $1,000 to the Allegheny Valley Land Trust for the purpose of repairing and making usable the “Iron Bridge” as part of the Rails to Trails. Seconded by Mantini. Motion Carried. 5-0 Unanimous

 ArcGIS ONLINE MAPPING

Council President Fenyes explained the quote received from Gibson-Thomas quote dated 1-4-2019. This will allow us to map our water lines, storm drain lines, and our sewer lines. The software cost is $1,200. The Borough would designate the users. The setup cost is about $340 for the existing maps Gibson-Thomas has of our lines. This system would replace the maps in the trucks. It may be used on a lap top, tablet or cell phone. The Finance Committee is recommending to move forward with this purchase.

 SPC PILOT PROGRAM –SOUTHWESTERN PENNSYLVANIA COMMISSION

Council President Fenyes explained she met with representatives from SPC at the County Planning office. This pilot program is a source of education for Citizens. It is sponsored by a Keystone Communities Grant that the SPC was awarded. There is no cost to the Borough. A survey will be conducted. A Public meeting will be held. A Flood Task Force will be formed. Fenyes spoke about the timeline.

Fenyes explained Council is researching a Community Rating System. This would allow us to earn points to get 5% reductions in Flood Insurance for residents required to have Flood Insurance. There are nine (9) classes. For each class you increase the Flood Insurance reduction.

Our participation with SPC would be looked upon favorably for participation in the Community Rating System.

Mantini reminded everyone Ford City has not flooded since 1913.

A lengthy discussion took place.

Mantini made a motion to approve SPC holding a Public Meeting in the Spring of 2019 to inform residents about Federal, State regulations on Flooding. Seconded by Bowser.

Motion Carried. 5-0 Unanimous

COMMITTEE & DEPARTMENT REPORTS

 Fire Department Library Parks & Recreation Finance

 Planning Commission Shade Tree Police Report Public Works

Fleet Advisory Committee Mayor Construction Committee EMC Construction

Fire Department – no report at this time.

Planning Commission – **Dick Wakefield** explained the Comprehensive Plan is nearing completion. They are in the first stages of updating the Zoning Ordinance.

Fleet Advisory –no report at this time.

Construction Committee – **Council President Fenyes** explained this Committee had been meeting with the Borough Engineers on a monthly basis. At this time meetings will be held every other month. Flood Mitigation has been discussed. Water Lines need addressed in the Capital Budget.

The Boulder Park project will begin this year. Joe Peters and Ducky [Mary Alice Bryant] are undertaking with project. Volunteers are needed for this project. The Library Project is nearing completion. The ADA Sidewalk Project is also nearing completion and the contractor is working on the punch list of items for project completion. A submission to DCNR for Trail Repairs is being prepared. Also, we will be trying to get hot water at the Trail Restooms.

Library – **Helen Taylor** explained part of the construction upgrade is automatic doors for the Library. They are installed now. There is a punch list for the contractor to compete. In 2018 they held 265 events that were attended by over 1300 people. Check out their new website. Still the same address Taylor thanked the snow removal crew. Taylor asked about the Library sign that was removed, the library volunteers are missing the turn.

Shadetree – **Stacy Gladysiewski Klukan** explained they are regrouping the Commission. Klukan is the Chairperson and Linda Peters is the Co-Chair. All the 2018 Memorial Trees have been planted. They are requesting permission to cut dead trees. This is something they can do themselves. During 2019 there will be a Tree Census taken.

Mayor – no comments at this time.

Parks & Recreation – **Linda Peters** explained Joe Peters is working on the First Friday event. It will take place from May to October. There will be no First Friday event in July. They are working with the Ford City Lion’s Club for historical signs along the trail. They also have a three (3) sided sign that will be installed in the Spring.

Police Report – **Chief Hughes** explained the transmission does not work in the unmarked car. The odometer does not work either. So, if we would replace the transmission, it could not be warrantied. Hughes stated for January 2019 they have almost 200 calls. A new reporting system is in place. They are checked twice. Once by Chief Hughes and Sgt. Yough.

Council President Fenyes stated there has been an application submitted to USDA for a car. They haven’t received an answer on funding.

Council President Fenyes added the statics for the Police Dept. are posted on the Ford City Borough web site.

Public Works – **Vice President T. Klukan** spoke about the Peoples Gas project on 6th Avenue & 7th Avenue the project will be moving forward. Spoke about scheduling for Trash Days 2019. machine will be rented, once in the Spring and one in the Fall, to clean out the storm inlets. A Pavement Plan and Crack Sealing plan is being discussed. T. Klukan commended the P/W workers for cleaning the streets. We have been receiving good feedback from Citizens on the snow removal from the streets due to the new equipment. He has also received good comments from the workers on the new equipment.

EMC- **Greg Dinko** stated Paul Murray is still waiting for the cable needed for the Siren. Dinko continues to work on the NARM- Notification and Resource Manual. This would be used if people have no heat and we would not have to count on the county. Dinko has been speaking with the schools about using their building for this type of situation. Dinko suggested appointing Joe Peters as the Assistant Emergency Management Coordinator. Dinko explained the EMC is appointed by the Governor and the Borough would appoint the Assistant. The Assistant qualifications should be the same as the EMC. Solicitor Golfieri will confirm the requirements.

 CITIZEN COMMENTS – OPEN COMMENTS AT THIS TIME

 **David Knepshield** stated the Borough did a good job cleaning up the snow.

**Kathy Bartuccio** asked who does the Borough grant writing? Council President answered if it is an engineering project the Borough Engineer does. Other grants are written by the Council President and Borough Secretary. Some grants are written with assistance from the County Planning Office – Kathy Heilman. Historically, the Police Chief will write the grants for the Police Department.

MEETING ANNOUNCEMENTS

 Borough Secretary read from a list of prepared announcements.

EXECUTIVE SESSION

 Immediately following the meeting to take advice from Solicitor Golfieri.

NEXT COUNCIL MEETING

Monday, February 11, 2019 at 6:30 p.m. at the Latin American Club.

Monday, February 25, 2019 at 6:30 p.m. at the Latin American Club

ADJOURNMENT

 T. Klukan made a motion to adjourn at 8:20 p.m. Seconded by Mantini.

 Motion Carried 5-0 Unanimous

 Carol Fenyes Lisa Bittner

 Council President Borough Secretary