**MINUTES**

**FORD CITY BOROUGH COUNCIL**

**4th MONDAY – WORKSHOP**

**Location: Latin American Club**

**Tuesday, May 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 Tuesday, May 28, 2019 will be audio taped by Ford City Borough and Julia

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

meeting. Vicki Schaub and Eddie Armstrong – Leader-Times are audio taping.

PLEDGE OF ALLEGIANCE

Council President led everyone in reciting the Pledge of Allegiance.

ROLL CALL

Mary Alice Bryant, Carol Fenyes, Ray Klukan, Tyson Klukan and Marc Mantini were present.

Beth Bowser is absent because of illness. Mayor Cogley is absent because of a work conflict.

ATTENDANCE

Solicitor Alyssa Golfieri and Secretary Julia Nortrup were present.

CITIZENS COMMENTS - AT THIS TIME AGENDA ITEMS ONLY

There were no Citizen Comments at this time.

COUNCIL PRESIDENT COMMENTS (ATTACHMENT)

Council President explained Nortrup is working on building a data base program using Access.

Included will be all of the buildings in the Borough, building type, water meter information and

the zoning designation. Also, the Fire Hydrants will be assigned a number and their location will

be documented. The Water Lines and work orders will also be included. This will allow better

information tracking and the date can be used for grant applications and other projects.

Andy Tylinski will working on the data gathering. He will be wearing an ID badge.

The information on file for the Community Development Block Grant [CDBG] is out dated. If you receive an envelope marked CDBG, please complete the survey. This information is necessary when applying for CDBG funding.

An application will be made for EIP Phase #3 – Borough Manager. If approved the funding will be for 18 months.

**OLD BUSINESS**

ORDINANCE – 2015 PROPERTY MAINTENANCE CODE

Solicitor Golfieri reminded everyone the current Property Maintenance Code the Borough is enforcing is dated 2006. They State has adopted the 2015 edition. Golfieri recommended the Borough adopt the 2015 edition. Golfieri prepared and provided a copy of an ordinance adopting the 2015 edition. Changes may be made to this ordinance. Golfieri advised adopting the 2015 Property Maintenance Code all other Ordinances that conflict with this proposed ordinance are repealed.

Council President asked if a fee Ordinance could be established? Something that could be updated when any other Ordinances including fees are changed.

Solicitor Golfieri prepared the draft 2015 Property Maintenance Code with a Fee Resolution included. Once the fee is included in the Resolution, without the advertisement requirement of an Ordinance, the fee may be updated by amending the Resolution. This is a cost savings to the Borough.

Council President added even though the year is 2019 the current version the stated has adopted is the 2015 International Property Maintenance Code.

T. Klukan made a motion to authorize Solicitor Golfieri to issue a Public Notice regarding the Property Maintenance Code. Seconded by Mantini. (Attachment)

Motion Carried. 5-0 Unanimous

Solicitor Golfieri added once this is adopted, an appointment of a Property Maintenance Code Officer must be done.

STORMWATER AUTHORITY

Council President Fenyes advised at the last meeting there was discussion about establishing a Stormwater Authority. If established the Stormwater Authority would assume some of the burden of funding for the Storm Drains and Pump Houses. The proposed project is almost $3.2M. If the Borough takes on the project, we will reach our debt ceiling.

T. Klukan stated the Borough is not subject to the MS4 requirements at this time. MS4 deals -with Stormwater. By creating the Stormwater Authority, they would be responsible for operation, control and maintenance of the storm water. They would focus on the Pump Stations, Miles of Pipe, Storm Drain Inlets and Outflows along the river. This all ties to the FEMA situation. Authority cannot charge taxes, they would charge a fee. A study could be done of impervious surface, sidewalks, streets, and parking lots. The FEMA situation came to light in February 2016. Clarion Borough has implemented a Stormwater Utility fee.

Solicitor Golfieri stated she had information of Articles of Incorporation and Powers of Authority. A Public Hearing is needed at least 30 days in advance of the creation of an Authority. Creation is by Ordinance. Designation of Powers and Authority may be defined in the Ordinance. Golfieri advised that be included in the Ordinance. State when Articles of Incorporation will be filed with the Secretary of State. The names of the Members of the Authority must be included in the paperwork. The State must approve the Articles of Incorporation and the will provide a certificate. It is unknown how long that process takes. The minimum number of the board is five (5). Borough Council appoints the Board who must be a Resident, Tax Payer, or a Business Owner.

T. Klukan stated the Borough could transfer all the assets, Pump Stations, Inlets, over to the Authority.

Golfieri stated that Authorities are created for 50 years. If at the end of 50 years everything is satisfied, the assets could be transferred back to the Borough.

T. Klukan stated there still must be conversations with PENNVEST and Borough Engineers and look at how the economics play out.

Council President stated we must look at all options.

FLOOD MITIGATION TASK FORCE

Council President Fenyes explained the Borough was asked to take part in the Southwestern Pennsylvania Commission Flood Resiliency Task Force. We will hold two Public Meeting and a Board must be appointed. Fenyes reads the memo from SPCWRC. A vote will be taken on 6-10-2019 for the Task Force members.

LIQUOR LICENSE TRANSFER – HARPER’S GRILL

Solicitor Golfieri advised on 5-8-2019 the Borough received an inter-municipal Liquor License Transfer application. To transfer a Restaurant Liquor License from Kiskiminetas Twp. to Ford City Borough. The Pennsylvania Liquor Control Board has ultimate approval. Ford City Borough must hold a Public Hearing. The purpose of the Public Hearing will determine if the transfer of the Liquor License to the Borough will adversely impact or affect the Health, Safety or Welfare of Borough and its Residents. A Public Hearing must be held within 45 days and has been tentatively scheduled for 6-10-2019. This will be done at the beginning of the meeting and a Court Reporter must be present. The applicant will appear. A formal presentation will be made to Borough Council. Borough Council will have an opportunity to ask questions. There will be a Public Comment period. Borough Council will take a vote at the end of the Public Hearing to either approve or deny the transfer. That vote will be made by Resolution. The applicant will then submit to the Liquor Control Board.

Mantini made a motion to authorize Solicitor Golfieri to advertise the Public Meeting for the Liquor License transfer. Second by R. Klukan. Motion Carried. 5-0 Unanimous

**NEW BUSINESS**

HIRING – PART TIME POLICE OFFICER

Bryant made a motion to ratify the hiring of Gregory S. Bowser based on the recommendation of Mayor Cogley as a part-time police officer for the normal six (6) month probationary period and to be paid the current part-time police officer wage of $17.00 per hour, conditioned upon Officer Bowser’s successful completion of a background check and a negative drug test.

Seconded by R. Klukan. Motion Carried. 5-0 Unanimous

HIRING – PART-TIME LABORER

T. Klukan made a motion to hire Josh Thevenin based on the recommendation of Kevin Nelson as a part-time laborer for the normal six (6) month probationary period and to be paid the current part-time laborer wage of $12.55 per hour, conditioned upon successful completion of a background check and a negative drug test.

Seconded by Bryant. Motion Carried. 5-0 Unanimous

Mantini made a motion to hire Josh Bennett based on the recommendation of Kevin Nelson as a part-time laborer for the normal six (6) month probationary period and to be paid the current part-time laborer wage of $12.55 per hour, conditioned upon successful completion of a background check and a negative drug test.

Seconded by Bryant. 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 Business Assoc.

FIRE DEPARTMENT

There was no report at this time.

PLANNING COMMISSION

**Kristen Angher** explained they are on schedule for review of the Zoning Ordinance. The Comprehensive Plan is complete and ready for review by Council.

Solicitor Golfieri explained the next step is a Public Hearing adoption of the Comprehensive Plan.

FLEET ADVISORY COMMITTEE

There was no report at this time.

CONSTRUCTION

Talked about earlier in the meeting.

PUBLIC WORKS

**T. Klukan** explained four (4) water leaks were addressed on the 500, 600 & 700 Blocks of 5th –Avenue. A combination of Borough Works and a sub-contractor facilitated the repairs.

LIBRARY

There was no report at this time.

SHADE TREE

**Stacy Gladysiewski Klukan** will be replacing a tree in the park. It will be completed after the Cicadas are gone. They are researching the cost of tree guards.

There were no other Committee Reports.

CITIZEN COMMENTS – OPEN COMMENTS AT THIS TIME

**Fred Henderson & Pastor Kent Commodore** – Second Baptist Church spoke about a series of events that began in January 2019. Pastor Commodore explained the church began taking on water. Based on some false information they received, they thought it was ground water. It was actually a water break and the church was damaged. Because of the information they received, they tried to take care of the issue themselves with pumps in the church to pump out the water. Beginning in January they were taking on water all the way until the water break was fixed. When that was taken care of the water leak stopped. We have damage now inside the church and wanted to bring it to the attention of Council. We have incurred costs while trying to take care of the issue ourselves. How do we proceed?

Council President stated that would be an insurance issue. Provide us with the cost so that we can forward the information to our insurance carrier.

T. Klukan explained the Water Department could not hear the water leak in that area. Additional listening devices were used and the area was pinpointed.

Henderson advised Stivason took a water test and it wasn’t Ford City’s water. Eventually we took our own test and that water was coming from Ford City.

Council President advised the Stivason sample did not include chlorine. When another sample was taken it was determined it was treated water.

**Jerry Miklos** spoke about funding for the Fire Department.

**Vicki Schaub** advised the Police Department was never disbanded. Schaub advised the Borough was in fine financial shape when this Council took over.

COUNCIL COMMENTS

T. Klukan stated Council in 2015 bought out that last two full time [Police] officers. Police cars were not functional and moral was low. There was a handful of part time officers. The 2016 newly elected Council had to start a rebuilding process from scratch. There was a learning curve with part time officers and trying to keep a 24/7 department. Fast forward to 2019. The Borough faces a similar situation, but with better equipment, from private and public funding. We can all agree a police presence is needed. This is my opinion, Ford City Borough should look to regionalization. Look at all options on the table.

Mantini advised Township Supervisor Dave Wolfe will be leaving N. Buffalo and thanked him for the assistance he proved to Ford City Borough. Thanked the Borough Worker’s for fixing the water breaks.

MEETING ANNOUNCEMENTS

Secretary read from a list of prepared announcements.

EXECUTIVE SESSION

Immediately following the meeting to take advice from Solicitor Golfieri.

NEXT COUNCIL MEETING

Monday, June 10, 2019 at 6:30 p.m. at the Latin American Club.

Monday, June 24, 2019 at 6:30 p.m. at the Latin American Club

ADJOURNMENT

T. Klukan made a motion at 7:59 p.m. to adjourn the meeting. Seconded by Mantini.

Motion Carried. 5-0 Unanimous

Carol Fenyes Lisa Bittner

Council President Borough Secretary