

**WARREN CITY COUNCIL
PUBLIC HEARING AND REGULAR MEETING
MAY 20, 2024 – 7:00 PM**

PUBLIC HEARING

Vice-President Flasher opened the public hearing. Mr. Rossey stated that during its April 15 regular meeting, Council voted to adopt the proposed Zoning Ordinance with §470-54 Short-Term Rentals deleted in its entirety. *

The City Solicitor deemed the removal of §470-54 Short-Term Rentals to be a substantive change to the ordinance and, therefore, it was referred back to the Planning Commission for its review and recommendation. In addition, Council directed the Planning Commission to review the Mixed-Use District under the ordinance with Mrs. McCain to present her concerns for the Commission's consideration.

The Planning Commission met on April 17 with five of the six seated members in attendance. The members present voted unanimously to support removal of §470-54 Short-Term Rentals from the ordinance. The members present also voted unanimously to recommend that there be no changes made to the Mixed-Use District regulations.

*Following removal of Short-Term Rentals, §470-54 was retitled and all subsequent sections were renumbered.

There being no citizens wishing to provide comment, Vice-President Flasher closed the public hearing.

OPENING OF MEETING

Council Vice-President Danielle Flasher presided over the May 20, 2024, regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance.

ROLL CALL

Members present and responding to roll call were: Mayor David Wortman (via Zoom), John Barbera, Maurice Cashman, Danielle Flasher, Philip Gilbert, Wendy McCain, Jared Villella (via Zoom), and Junior Council Member Samuel Harvey. Members of City Staff present were Michael Holtz, City Manager; David Krogler, Fire Chief; Teena Leary, Assistant City Clerk; Randall Rossey, Codes and Planning Director; Joseph Sproveri, Chief of Police; Chad Yurisc, City Engineer; and Andrea Stapleford, City Solicitor.

RECOGNITION OF VISITORS AND PUBLIC COMMENT

Vice-President Flasher welcomed all visitors. Present were:

Teresa Abplanalp	Sue Baldensperger	Michelle Belleau
Maggie Bennet	Lucy Bigelow	Alexia Bowers
Eliza Brook	Violet Brooker	Peyton Cabisca
Kelley Coey	Alicia Collins	Attie Corey
Josh Cotton	Keylee Cyphert	Mike Dolan
Julia Getner	Leyna Irwin	Meea Irwin
Paiden Johnson	Madelyn Jones	Madison Jones
Jazmine Jones	Charlotte Keeports	Isabella Knupp
Summer Lee Lucks	Lindsay Madigan	Constance Makeirnan

Autumn Mihm	Brynn Norris	Samantha Nosel
Brittney Nowacki	Mark Ordiway	Ron Peterson
Addison Ristau	Kevin Sheldon	Brooke Sherry
Malysia Sorenson	Lilly Stanley	Sophie Walker
Lily Walker	Suzy Walker	Shawn Walker
Lani Wenzel	Bailey Williams	David Winans

Members of Boy Scout Troop 8

The following visitors addressed Council:

- Kevin Sheldon requested that the City provide advance notice of special events to business/property owners in/adjacent to the event area so that they may prepare accordingly.
- David Winans spoke in opposition to the Hudson Companies' Eagles Crest Project and suggested that the City hire an independent consultant to conduct a review of the project and its viability.
- Ron Peterson questioned whether an asbestos study has been completed for the Eagle's Crest Project. Mr. Rossey responded that the Department of Environmental Protection guidelines regarding asbestos abatement and the issuance of demolition permits are being followed.

APPROVAL OF THE AGENDA

Upon motion by Mr. Cashman and second by Mr. Barbera, Council members voted unanimously to approve the agenda as presented.

Mr. Cashman made a motion not to amend the agenda. The motion was seconded by Mr. Gilbert and carried unanimously.

APPROVAL OF MINUTES

Upon motion by Mr. Cashman and second by Mr. Gilbert, the minutes of the April 15, 2024, regular meeting were unanimously approved as presented.

CORRESPONDENCE

There was no correspondence to come before Council.

RECOGNITION

Warren Area High School Girls Soccer Team

Vice-President Flasher congratulated members of the District 10 Class 3A Champion Warren Area High School Girls Soccer team and presented members of the team and coaches with certificates in celebration of their outstanding season.

Warren Area High School Girls Volleyball Team

Vice-President Flasher congratulated members of the District 10 Class 3A Champion Warren Area High School Girls Volleyball team and presented members of the team and coaches with certificates in celebration of their outstanding season.

ORDINANCE NO. 1978: ZONING

See Public Hearing above.

Mr. Cashman made the motion to approve the ordinance adopting and incorporating the Zoning Ordinance as amended at the April 15, 2024, Council meeting. The motion was seconded by Mr. Gilbert and carried with six votes in the affirmative and one nay vote cast by Mrs. McCain.

RESOLUTION NO. 3257: GEOTHERMAL ENERGY MINOR SUBDIVISION

Mr. Rossey stated that the City of Warren filed a minor subdivision application to subdivide the property located at Clark Street (Parcel No. WN-579-124) and currently owned by Geothermal Energy System, LLC. The minor subdivision would divide the existing Geothermal Energy System, LLC, property into two lots with Geothermal Energy System, LLC retaining Lot 1 and Lot 2 being conveyed to the City of Warren.

During its regular meeting on April 18, 2024, the City Planning Commission reviewed the application and voted to recommend that it be approved by City Council. The Warren County Planning and Zoning Commission reviewed the subdivision on April 19, 2024, and also recommended Council's approval.

Mr. Cashman made the motion to adopt the resolution approving the Geothermal Energy Minor Subdivision. The motion was seconded by Mr. Gilbert and carried with six votes in the affirmative and one nay vote cast by Mrs. McCain.

RESOLUTION NO. 3258: THE LANDING EAST MINOR SUBDIVISION

Mr. Rossey stated that the City of Warren filed a minor subdivision application to subdivide the property located at 321-339 Breeze Point Circle (Parcel No. WN-575-9922) currently owned by The Landing at Warren, LP. The minor subdivision would divide the existing The Landing at Warren, LP property into two lots with The Landing at Warren, LP retaining Lot 1 and Lot 2 being conveyed to the City of Warren.

During its regular meeting on April 18, 2024, the City Planning Commission reviewed the application and voted to recommend that it be approved by City Council. The Warren County Planning and Zoning Commission reviewed the subdivision on April 19, 2024, and also recommended Council's approval.

Mr. Cashman made the motion to adopt the resolution approving The Landing East Minor Subdivision. The motion was seconded by Mr. Gilbert and carried with six votes in the affirmative and one nay vote cast by Mrs. McCain.

AGREEMENT: BROKENSTRAW TOWNSHIP EMERGENCY MEDICAL SERVICES

Chief Krogler stated that the Brokenstraw Township Supervisors have agreed to and signed an agreement for the provision of EMS by the City Fire Department as a backup to their primary providers which are EmeryCare, Inc. and the Youngsville Volunteer Fire Department. An agreement with language and terms matching the agreements with other members of the Multi-Municipal Emergency Services Commission has been drafted. Chief Krogler noted that such agreements help to ensure EMS coverage for citizens in need outside of the City, while ensuring the City Fire Department is more appropriately compensated when responding to those EMS calls outside of the City.

Mr. Cashman made the motion to approve the Brokenstraw Township Emergency Medical Service agreement. The motion was seconded by Mr. Gilbert and carried unanimously.

LEASE AGREEMENT: J & D ADVENTURES, LLC

Mr. Holtz stated that the City and J & D Adventures, LLC, entered into a Quit Claim Assignment of Oil and Gas Lease and Bill of Sale dated July 17, 2023 and pertaining to City-owned properties known as the Public Works (DPW) Garage and the Wastewater Treatment Plant.

J & D Adventures proposes activities to expand production at the existing sites and, therefore, it was requested that the City enter into an Oil and Gas Lease for the premises without the limitations set forth in the 2023 Quit Claim Assignment of Oil and Gas Lease and Bill of Sale.

Mr. Cashman made the motion to approve the agreement with J & D Adventures, LLC. The motion was seconded by Mr. Gilbert and carried unanimously.

LETTER OF CONFIRMATION: TWIG & VINE OUTDOOR ALCOHOL SERVICE

Mr. Holtz stated that Ordinance No. 1956, dated April 19, 2021, provides that, in the C-1 Central Commercial District, business owners may place tables and/or chairs purchased at their expense, and approved by City staff, directly in front of their place of business for the purpose of serving their patrons and such seating may be reserved for the sole use of the business' patrons. The City-owned outdoor seating is provided for use by the public at large and may not be reserved for use by any individual or business.

Wendy McCain, owner of twig & vine, submitted a letter in which she states her intent to submit an application to the PA Liquor Control Board (PLCB) for a temporary permit to extend the service of alcohol to the area directly in front of the currently licensed premises; the permit would be in effect until December 31, 2024. The PLCB requires that a letter of permission from the City be included in the application package.

Mr. Cashman made the motion to authorize submission of the Letter of Confirmation to the Pennsylvania Liquor Control Board. The motion was seconded by Mr. Barbera and carried with six votes in the affirmative and one abstention by Mrs. McCain. *(See attached statement re purpose for abstention.)*

MAYOR'S APPOINTMENT: JUNIOR COUNCIL MEMBER SELECTION COMMITTEE

Vice-President Flasher read a memorandum from Mayor Wortman advising Council of his appointment of Miss Flasher, Mr. Cashman, and Mr. Villella to the Junior Council Member Selection Committee.

COMMITTEE REPORTS

Marketing Committee: There were no activities to report for the prior month.

Council of Governments (COG): Miss Flasher provided an overview of the May 1 meeting and reported that Student Government Day was a success.

Riverfront Development: Mr. Yurisc presented an overview of the Breezpoint River Access Public Comment and Response Document. He also reviewed project-related activities from January 1, 2024, through May 10, 2024.

Warren Worx: The minutes of the recent Executive Committee meeting were distributed to Council members. Miss Flasher stated that the Marketing Director position is being advertised.

Comprehensive Plan Task Force: Mr. Rossey reported that representatives of Dudley Sign Systems toured the City with Task Force Members and City Staff. Potential sign locations were identified and an estimate of costs will be prepared.

Mr. Rossey reported that over two hundred responses to the Mulberry Park Survey were received with most respondents being in favor of maintaining a park. The responses will be reviewed by Task Force members and forwarded to the Parks Recreation & Landscape Commission.

DEPARTMENT REPORTS – APRIL, 2024

The following reports were provided for Council’s review:

Police Department
Fire Department
Department of Public Works
Codes, Planning, and Zoning Department

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

Blighted Property Review Committee	–	March 21, 2024	Regular Meeting
Parks, Recreation & Landscape Commission	–	March 26, 2024	Regular Meeting
Planning Commission	–	March 20, 2024	Regular Meeting
Redevelopment Authority	–	March 27, 2024	Regular Meeting

ADJOURNMENT

Upon motion by Mr. Cashman and second by Mrs. McCain, Vice-President Flasher declared the meeting adjourned.

Teena Leary

From: Wendy McCain [REDACTED]
Sent: Monday, June 17, 2024 7:03 PM
To: Teena Leary
Subject: Abstained

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Tina -I abstained from voting on the outside seating permit because it was my business in discussion.
Wendy McCain

Sent from my iPhone