

**WARREN CITY COUNCIL
REGULAR MEETING
FEBRUARY 17, 2020 – 7:00 PM**

OPENING OF MEETING

Mayor Cashman presided over the February 17, 2020, 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 Maurice Cashman, Paul Giannini, Philip Gilbert, and John Wortman. Gregory Fraser, Christian Zavinski, and James A. Zavinski, Sr. were absent. Members of City Staff present were Nancy Freenock, City Manager; Brandon Deppen, Chief of Police; David Hildebrand, Planner/Development Administrator; Michael Holtz, DPW Director; Teena Leary, Assistant City Clerk; Rodney Wren, Fire Chief; Terry Williams, Director of Codes, Permits, and Recreation Services; and Andrea Stapleford, City Solicitor.

APPROVAL OF MINUTES

Upon motion by Mr. Giannini and second by Mr. Gilbert, the minutes of the January 20, 2020, Regular Meeting were unanimously approved by the members present (4).

RECOGNITION OF VISITORS

Mayor Cashman welcomed all visitors. Present were:

- Steven Blume: Observing
- Douglas Hearn: Observing
- Pauline Steinmeyer: Observing
- Brian Ferry: Times Observer Reporter

CORRESPONDENCE

Mr. Wortman presented an e-mail submitted to him by resident Steven Parinella regarding permit parking on Fourth Avenue (*see 1/20/2020 Council minutes*). Mr. Parinella noted that the members of his household share a driveway with a neighboring property and own more vehicles than the existing parking area on the property can accommodate. Mr. Parinella opined that it is unreasonable for a taxpayer to be required to purchase a permit to park on the street adjacent to their home.

AGREEMENT: TAX COLLECTION SERVICES

Mrs. Freenock stated that the City previously entered into an agreement with Warren County and the Warren County School District under which the City is to provide Real Estate Tax Collection Services for properties located within the City; the agreement has not been updated since 1982. In 2019, the parties began discussions to develop an updated agreement which reflects current practices in tax collection. It was noted that the effective date is retroactive to January 1, 2019 and, upon execution of the agreement, the County and School District will be invoiced for 2019 Tax Collection Services.

Upon motion by Mr. Wortman and second by Mr. Gilbert, the Council members present (4) voted unanimously to approve the agreement between the City, Warren County, and the Warren County School District for the provision of Tax Collection Services.

BID AWARD: PARK AVENUE RETAINING WALL AND SIDEWALK PROJECT

Mr. Holtz stated that five bids were received and opened on February 12 for the Park Avenue Retaining Wall and Sidewalk Project. The lowest responsive and responsible bid was received from Konzel Construction Company of Erie, PA, in the amount of \$183,980. It was noted that the project is being funded with FFY 2016 and 2017 Community Development Block Grant (CDBG)

funds and Konzel's base bid is lower than the \$339,280 in available funding. Mr. Hildebrand stated that the remaining CDBG funds would be redistributed to a future eligible project(s).

Upon motion by Mr. Giannini and second by Mr. Gilbert, Council members present (4) voted unanimously to award the Park Avenue Retaining Wall and Sidewalk Construction Project to Konzel Construction Company in the amount of \$183,980.

BUDGET RE-ALLOCATION AND FIRE DEPARTMENT VEHICLE PURCHASE

Chief Wren stated that two aging vehicles (2004 model year) are in need of replacement. The 2020 Municipal Budget includes \$28,199 in funds for replacement of one of those vehicles; however, it was determined that it would be more cost-effective in the long term to purchase one dual-purpose truck which could be used for Department travel to classes, training, and meetings as well as for Quick Response Services. The vehicle proposed for purchase is a 2019 Chevrolet Silverado 3500 HD 4-wheel drive crew cab work truck which is available from Dave Hallman Chevrolet at the COSTARS price of \$48,383. The necessary upfitting would be completed by IbisTek at the COSTARS rate of \$4,816. The total cost of the vehicle would be \$53,199. Due to their age, there is no trade-in value for either of the trucks. Therefore, it was suggested that the Light Rescue Truck be immediately declared surplus equipment and that the Ford F250 be retained in the short term for local use only.

Chief Wren stated that Mr. Holtz indicated that the Department of Public Works could delay the purchase of a budgeted truck should Council be agreeable to the transfer of \$25,000 from the DPW Capital Line Item (8260) to the Fire Department. This amount would make up the shortfall between the Fire Department's budgeted amount for truck replacement and the total cost of the proposed dual-purpose truck.

Upon motion by Mr. Wortman and second by Mr. Giannini, Council members present (4) voted unanimously to:

1. Authorize the transfer of \$25,000 from the Department of Public Works Capital Line Item (8260) to the Fire Department; and
2. Authorize the purchase of a 2019 Chevrolet Silverado 3500 HD work truck from Dave Hallman Chevrolet at the COSTARS price of \$48,383 and upfitting of the vehicle by IbisTek at the COSTARS price of \$4,886 for a total cost of \$53,199; and
3. Authorize the disposition of the 2004 Chevrolet 3500 Light Rescue Truck in a manner authorized by the City Code.

RESOLUTION NO. 3114: USDA GRANT/LOAN FOR THE PURCHASE OF POLICE VEHICLE

Chief Deppen stated that the application to the United States Department of Agriculture (USDA) Rural Development Office for \$91,860 for the purchase of two 2020 Police Interceptor vehicles was approved (*see 10-21-2019 Council minutes*). The funding will be provided in the form of \$51,300 in grant funds and \$42,000 in loan proceeds. It was noted that the loan amount is contained in the 2020 budget and will be immediately paid back to the USDA.

Upon motion by Mr. Gilbert and second by Mr. Giannini, Council members present (4) voted unanimously to approve the resolution affirming the City's responsibilities and its commitment to pay the loan amount of \$42,000 under the terms of the Community Facilities Grant Agreement.

Upon motion by Mr. Gilbert and second by Mr. Giannini, Council members present (4) voted unanimously to authorize Nancy Freenock, City Manager, to execute closing documents pertaining to the Grant/Loan.

APPOINTMENT TO PLANNING COMMISSION

Upon motion by Mr. Wortman and second by Mr. Giannini, Council members present (4) voted unanimously to appoint Michael Suppa to a four-year term on the Planning Commission. The term will expire on December 31, 2023.

DEPARTMENT REPORTS – JANUARY, 2020

The following reports were presented for Council's review:

- Police Department
- Fire Department
- Department of Public Works
- Building Codes Department

APPROVED MINUTES OF BOARDS AND COMMISSIONS

Council acknowledged receipt of the following approved minutes:

Blighted Property Review Committee	–	October 24, 2019	Regular Meeting
Parks and Recreation Commission	–	December 3, 2019	Regular Meeting
Street Landscape Committee	–	November 26, 2019	Regular Meeting

ADJOURNMENT

There being no further business to come before Council, Mayor Cashman declared the meeting adjourned.