

**WARREN CITY COUNCIL
SPECIAL MEETING
FEBRUARY 11, 2013 – 5:00 PM**

OPENING OF MEETING

Mayor Mark A. Phillips presided over the February 11, 2013 special 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 Phillips, Mr. Cashman, Dr. Ferguson, Mr. Harvey, Mr. Lewis, and Mr. Zavinski. Mrs. Freenock, Mr. Gustafson, Mr. Holtz, Mrs. Leary, Mr. Sceiford, Ms. Stapleford, and Chief Zydonik of City staff were also in attendance.

RECOGNITION OF VISITORS

Gus Maas, President, Hill Engineering, Inc. was present.

CORRESPONDENCE

Council members acknowledged receipt of correspondence from Christopher Park tendering his resignation from City Council effective January 23, 2013. Mr. Park's letter stated that he recently purchased a home which is located outside of the City limits.

PENNVEST FUNDING: WASTEWATER CONVEYANCE AND TREATMENT FACILITIES

Mr. Sceiford introduced Gus Maas, President of Hill Engineering, Inc., and lead designer for the Wastewater Conveyance and Treatment Facilities Project.

Mr. Sceiford stated that the City received notice of approval from the Pennsylvania Infrastructure Investment Authority (PENNVEST) Board of Directors regarding the City's funding request for construction of new and upgraded wastewater conveyance and treatment facilities. The funding package offered by PENNVEST includes a grant in the amount of \$4,508,277 and a loan in the amount of \$19,491,723 for a term of thirty years at a rate of one percent interest. Mr. Sceiford noted that the construction and upgrades are part of the Department of Environmental Protection (DEP) approved Long Term Control Program and the City's Official Sewage Facilities Plan.

Council members were provided with a summary presentation of wastewater issues, project description, history, and other aspects of the project. Mr. Sceiford noted that the fact that the City's funding application was approved upon first review by the PENNVEST Board, is a strong indicator that DEP rated this application highly in comparison with other applications received from throughout the state. This, in turn, indicates DEP's intent for the City to continue to complete implementation of the Project. PENNVEST requested that the City accept the Funding Offer within thirty (30) days from the Board approval date (January 22, 2013).

There was considerable discussion during which Mr. Maas and Mr. Sceiford answered Council members' questions regarding the project and the funding package.

Mr. Lewis made the motion to accept the PENNVEST funding package for the Wastewater Conveyance and Treatment Facilities Project. The motion was seconded by Mr. Cashman and carried unanimously among the six seated Council members.

Mr. Lewis made the motion to authorize Michael Holtz, DPW Director, to execute electronic documents relative to the PENNVEST funding package. The motion was seconded by Mr. Zavinski and carried unanimously among the six seated Council members.

APPOINTMENT TO FILL COUNCIL SEAT VACATED BY CHRISTOPHER PARK

Mr. Cashman made the motion to appoint Gregory Fraser to fill the seat vacated by Christopher Park until December 31, 2013 in accord with the City's Home Rule Charter. The motion was seconded by Dr. Ferguson. Mr. Cashman provided a detailed summary of Mr. Fraser's qualifications including his time as Solicitor for the City of Warren Zoning Hearing Board and his current service on the City's Planning Commission.

During discussion, Mr. Harvey indicated that Craig Mayer stated his interest in serving as a "caretaker" of the seat until December 31, 2013 following which time a member elected in the general election will be seated. Mr. Harvey noted that Mr. Maier served as a United States Marine and is a business owner. Mr. Harvey stated that he believes there should be an application process for the filling of the vacant seat.

Mr. Lewis stated that he concurs that there should be an application process and further stated that Richard Kolcharno had voiced his interest in serving on City Council.

Mayor Phillips and Mr. Cashman noted that Council is required to make an appointment within thirty days of the resignation and, therefore, there is limited time in which to carry out an application process.

Dr. Ferguson noted that, historically, Council has selected individuals who were currently serving on a City board or commission to fill vacant seats. Following further discussion, Council members agreed to call a special meeting to be held at 5:15 PM on Tuesday, February 19, for the purpose of considering candidates for appointment to the vacant Council seat. It was also agreed that the public notice regarding the special meeting should include a statement that interested candidates should deliver a letter of intent as well as their resume to the City Manager by noon on Friday, February 15. A press notice containing the same information for prospective candidates is also to be released. It was requested that Mrs. Freenock forward letters and resumes to Council members for their review. Ms. Stapleford, Solicitor, stated that Council members should not personally contact candidates to query them regarding their letter of intent or resume.

Mr. Cashman requested permission to withdraw his nomination. There being no objections, the motion for the appointment of Gregory Fraser was withdrawn.

In response to questions from Council members, Ms. Stapleford indicated that she will contact the Warren County Board of Elections to determine whether an individual may run for a Council seat as well as for Mayor and whether an individual may file a nominating petition to run for the balance of the term vacated by Mr. Park as well as for a full term on Council.

ADJOURNMENT

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