

**WARREN CITY COUNCIL  
SPECIAL MEETING  
SEPTEMBER 30, 2013 – 7:30 PM**

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**OPENING OF MEETING**

Vice-President Cashman presided over the September 30, 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 Mark Phillips (via conference phone), Maurice Cashman, Dr. Howard Ferguson, Samuel Harvey, John Lewis, Joseph Sprentz, and James A. Zavinski, Sr. Mrs. Freenock, Mr. Holtz, Mrs. Leary, and Chief Pascuzzi of City staff were also in attendance. August Maas represented Hill Engineering, Inc. (City Engineer)

**RECOGNITION OF VISITORS**

Mr. Cashman welcomed Ben Klein, Times Observer reporter.

**CORRESPONDENCE**

Council members acknowledged receipt of correspondence from Shane Matejka, Field Engineer, Columbia Gas of Pennsylvania. Mr. Matejka confirmed Columbia's commitment to completing their pipeline replacement project across the Midtown Parking Lot during the 2014 construction season. (See also City Council minutes of 4/15/13)

**2013 BITUMINOUS PAVEMENT MILLING AND RESURFACING PROJECT**

Mr. Holtz reported that the City received bids for the 2013 Bituminous Pavement Milling and Resurfacing Project. The work on this project will consist of milling and paving a minimum of 2" of surface material to improve the riding surface in specific areas of the City. The proposed project areas are: Harmar Street – Main Avenue to Seneca Lane, a portion of Frank Street, and a portion of Wood Street. Mr. Holtz noted that Liquid Fuels Allocation monies have been utilized for qualified reimbursable expenses that would normally be charged to the General Fund. Therefore, paving monies are available in the General Fund and may be utilized for this project.

Kingsview Enterprises of Lakewood, New York, submitted the low bid for this project with unit price costs that were deemed to be reasonable and under the pre-bid budget for this project.

Dr. Ferguson made the motion to approve a contract with Kingsview Enterprises for the 2013 Bituminous Pavement and Resurfacing Project. The motion was seconded by Mr. Zavinski and carried with six votes in the affirmative and one abstention by Mr. Harvey who cited business interests related to businesses located on Harmar Street.

**AWARD OF CONTRACTS: WASTEWATER TREATMENT CONVEYANCE AND FACILITIES IMPROVEMENT PROJECT**

Gus Maas, of Hill Engineering, Inc., stated that the City received bids for contracts relative to the Wastewater Treatment Facilities and Conveyance Project. Receipt of these bids provides the majority of information required to establish construction and total project costs which, up to this point, had been experience-based estimates. Currently, the City has a financing offer from the Pennsylvania Infrastructure Investment Authority (PENNVEST) for a loan in the amount of \$19,491,723 (30-year, 1% term) and \$4,508,277 in grant funds (acceptance approved by Council 2/11/13). Mr. Maas indicated that bids received were somewhat higher than anticipated. However, it is anticipated that PENNVEST will approve up to \$2,000,000 in additional loan funds at 1% interest.

Mr. Maas reviewed the bids as well as a User Rate Analysis which was provided to Council members. It was noted that annual incremental rate increases have resulted in revenues being near the level required at the time that debt service payments will begin. It was recommended that an increase of 10% be implemented in 2014 with rates to be monitored for adjustments in future years.

Mr. Maas indicated that bids for the maintenance building portion of Contract 1: General Construction were substantially higher than projected. Therefore, the maintenance building option was removed from Contract 1 and re-let under Contract 6: Maintenance Building.

Upon motion by Dr. Ferguson and second by Mr. Harvey, Council voted unanimously to approve award of the following contracts:

Contract 1	General Construction: Wastewater Treatment Plant Base Bid plus acceptance of Alternate Bid No. 3 (Eliminate Maintenance Building) and Alternate Bid No. 4 (Reconstruct W. Harmar St. from western end to Seneca Lane)	G. M. McCrossin, Inc.	\$16,355,600
Contract 2	Electrical Construction: Wastewater Treatment Plant Base Bid only	Keystone Electric Division of Zenith Systems, LLC	\$2,936,000
Contract 3	General Construction of Clark Street & Pine Street Sewage Pump Station Upgrades Base Bid only	Pipeline Systems, Inc.	\$1,879,000
Contract 4	Electrical Work for Clark Street & Pine Street Pump Stations Base Bid only	Cox & Kanyuck Electric, LLC	\$631,900
Contract 5	Directional Drilled Force Main for Clark Street & Pine Street Pump Stations	Hockran Excavating, Inc. dba H & H Enterprises	\$761,625
Contract 6	Maintenance Building at Wastewater Treatment Plant	Innovative Construction & Mechanical, LLC	\$207,300

#### **SUMMARY OF PROPOSED UPDATE TO JOINT BILLING AGREEMENT WITH EMERGYCARE**

Chief Pascuzzi presented an overview of the Joint Billing Agreement (1995) with EmergyCare, Inc. and proposed updates. It is anticipated that the amended agreement will be presented to Council for action in November, 2013. It was noted that the primary benefit of cooperation under a Joint Billing Agreement is the consolidation of charges, which results in reduced overall cost and out-of-pocket expenses for residents. The Agreement also serves to define the working relationship between the City and EmergyCare.

Chief Pascuzzi stated that the City Fire Department provides Basic Life Support (BLS) and EmergyCare provides Advanced Life Support (ALS). The request for an adjustment is the result of changes in insurance reimbursement rates which have shrunk EmergyCare's share of revenues from 40 percent to 17 percent. City staff and EmergyCare representatives have met over the past months and formulated a basis for updating the current agreement. Revenues would be dispersed

based on a 60% (City)/40% (EmergCare) split. Under this plan, commercial payors which pay both BLS and ALS charges would be billed separately by the respective entities. To offset the resultant decrease in City revenues it was suggested that BLS charges be increased from \$330 to \$400 (statewide average is \$450 to \$550). This would result in no lost revenue under the revised agreement.

It is anticipated that a draft agreement will be presented to Council for discussion at the October 21 regular meeting.

**CONCERNS REGARDING USE OF CITY PARKS: MR. LEWIS**

Mr. Lewis stated that he and Mr. Harvey recently met with members of the Warren County Veterans' Council and, as a result, request that the following items be placed on the October regular meeting agenda:

1. Review the event fees and recovery of expenses for administrative costs by the City at a Council level. He noted that this is addressed annually via the Fee Resolution and requested that information be provided to Council in advance of budget discussions.
2. Requested that Council create a special fee exemption for all community service events held by 501(c)3 organizations that benefit the City. He stated that these are memorials and things that do not require services and do not impact the cost to the City in any way shape or form.

Mrs. Freenock and Council members expressed concern as to the definition of "community service" events.

3. Exempt from fees all events held at parks without services.
4. Upgrade of the lights at Gen. Joseph Warren Park by the Veterans' group. Mr. Lewis stated this matter has been stalled for some time and requested that it be addressed by Council. The Veterans proposed installation of LED lighting of the flags at the park and following their meeting it was Mr. Lewis' and Mr. Harvey's understanding that the project is ready to move forward pending approval by the City.

City staff members who were present at the Parks and Recreation Commission meeting at which the Veterans' Council presented their proposal, indicated that the plan presented to the Commission involved the placement of additional flags representing each branch of the Armed Services as well as lighting upgrades. It was stated that, at that time, the Veterans' Council members present were divided as to the desired placement of the flags and, therefore, the Commission members requested that the Veterans' Council return when they had a final project plan. To date, they have not yet presented a final proposal to the Commission.

Mr. Holtz noted that for a number of years the Veterans had paid the electric utility bill for Gen. Joseph Warren Park. Within the past year, the City has assumed payment of this utility and has made repairs and upgrades to the existing lighting.

Mrs. Freenock suggested that she and Mr. Holtz meet with the Veterans' Council to review the existing lighting and their current proposal for any additional upgrades. The matter would then be forwarded to the Parks and Recreation Commission for their recommendation.

**MISCELLANEOUS**

Mr. Lewis inquired as to the status of the PennDOT plan for the milling and paving of the portion of Main Avenue located between the City limits and Pleasant Drive. He requested that a written confirmation of its plan be obtained from PennDOT. Mr. Holtz indicated that this project is on the PennDOT docket for 2014.

**ADJOURNMENT**

There being no further business to come before Council, Mr. Cashman declared the meeting adjourned and stated that Council would meet in Executive Session regarding personnel matters.