

FEBRUARY 17, 2020

**CALL TO ORDER**

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Louis Radkowski on Monday, February 17, 2020 at 7:00 p.m. The meeting was held in the Council Room of City Hall, 11 LaFayette Street. Notice of this meeting was sent to Council on February 13, 2020, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG  
AND MOMENT OF SILENCE**

A moment of silence was held for the recent passing of Richard “Dick” Dornisch former Councilman and also for Tom Gerg. Chairman for 50 years of the St. Marys Area Water Authority

**ROLL CALL**

Present: Mayor Louis Radkowski, Andrew Mohny, Bob Roberts, Joe Fleming, Gina Vrobel, Manager Timothy Pearson, and Recording Secretary Lorrie Levenduski.

Deputy Mayor Chris Pletcher and Solicitor Wagner were excused.

Margie Brown arrived late.

City Staff: Hannah Brock, HR Specialist and PR Officer, Tina Gradizzi, Community & Economic Development Coordinator and Tom Nicklas, Chief of Police.

**VISITORS**

Visitors included: Stephen Bagley, Bill Kraus, Amy Cherry Richard Sadley, Dennis Bauer and Seth Higgins.

**APPROVAL OF MINUTES**  
January 20, 2020 – Regular  
Meeting  
Motion Passed

Bob Roberts made a motion to approve the January 20, 2020 minutes, seconded by Joe Fleming and all were in favor.

**REPORT ON EXECUTIVE  
SESSION**

An Executive Session was held Thursday, February 6, 2020 regarding legal matters. No decisions were made.

**SPECIAL PRESENTATION:  
2019 Annual Fire Report**

Bill Kraus, Fire Chief of the Crystal Fire Department, presented the following information for their 2019 Annual Report.

- Responded to 279 incidents, an increase of 9 from the previous year
- Provided a breakdown of the incidents
- Responded to 35 mutual aid responses
- Received mutual aid 35 times
- Provided inspections and drills at 20 local schools and health care facilities
- Provided fire prevention programs to local schools and scout troops
- Provided the Prom Promise Program
- Incidents by days of the week and an alarm time analysis
- Response time averages
- Building and content values, losses and savings
- Amount of training for members
- Provided a listing of types of incidents

Chief Kraus stressed how very fortunate the City is with the mutual aid agreements with other departments and that local employers release Fire Department members for the above listed programs and to answer calls for alarms during working hours.

He thanked the Street Crew for their assistance with recent events.

He explained a joint venture with the Elk County Corner’s

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Officer regarding the purchase of a 16-foot flat bottom boat for water rescues.

He noted the importance of the ISO rating and how it related to reduced insurance costs for the community.

Council thanked the Fire Department and Chief Kraus for his presentation.

There were no citizen comments on agenda topics.

**CITIZEN COMMENTS ON AGENDA TOPICS**

**MAYOR’S REPORT**

Mayor Radkowski reported the following:

He recently had a good meeting with all three County Commissioners.

Candidates running for State Representative and State Senator have reached out to him. He noted these positions are important state level contacts for the City.

**MANAGER’S REPORT**

Manager Pearson reported the following:

He also attended the meeting with the three County Commissioners and stated he looked forward to working with them.

He noted the upcoming census provides approximately \$2,000.00 in funding per person, so a complete count is very significant.

The downtown park was moving forward and hopefully he will provide a full brief to Council in March.

**TREASURER’S REPORT**

Manager Pearson provided the following Treasurer’s Report for January 31, 2020:

For 2020, Revenue for the General Fund was at 1.55 percent of budget; for 2019, 1.75 percent, for 2018, 2 percent and for 2017, 1.8 percent. 2020 Expenditures were at 5.85 percent of budget for the General Fund; for 2019, 5.5 percent of budget, for 2018, 6.4 percent, and for 2017, 6.3 percent. Revenue will be low for the first few months of the year, since Real Estate bills are not mailed out until March 1<sup>st</sup>. Earned Income collected in January, 2020 was at 4.14 percent of budget; for 2019, 4.36 percent, for 2018, 5.3 percent and for 2017, 4.9 percent. Pension plans decreased in January, but current value was higher than the last three years. Balances as of January 1, 2020 were adjusted to actual with 2019 year-end adjusting entries.

**LEGISLATIVE ACTION:**

**Consider for adoption:**  
Ordinance No. 316: Re-establishing the Youth Activities Commission

Ordinance No. 316, re-establishing the Youth Activities Commission was presented for adoption. The commission would include 7 youth members of the St. Marys Area School District or Elk County Catholic and two adult members.

Manager Pearson explained the Ordinance was duly advertised and displayed and no comments were received.

Motion

Joe Fleming made a motion to adopt Ordinance No. 316, seconded by Margie Brown.

Comment

Manager Pearson noted the advertisement for open positions would be submitted and appointments could be made at the next Council meeting.

Motion Passed

All were in favor of the motion.



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Resolution No. 20-04: CDBG  
Citizen Participation Plan

Resolution No. 20-04 was presented for adoption. Tina Gradizzi, Community Economic and Development Coordinator, explained the resolution is an update of the new Council members to the CDBG Citizen Participation Plan.

Motion Passed

Andrew Mohny made a motion to adopt Resolution No. 20-04, seconded by Bob Roberts and all were in favor.

**Consider for publication:**  
An ordinance regulating unreasonable noise from dogs and other animals and imposing penalties

An ordinance regulating unreasonable noise from dogs and other animals and imposing penalties was presented for publication. Tom Nicklas, Chief of Police explained the ordinance would amend Chapter 2 of the St. Marys City Code to include the Animal Control Officer to enforce this regulation. Currently, enforcement is handled by Police Officers.

Motion Passed

Joe Fleming made a motion to publish the ordinance, seconded by Andrew Mohny and all were in favor.

Andrew Mohny questioned nuisance animal regulations and Chief Nicklas responded he would send Councilman Mohny that information.

Approval of a new City Seal

Stephen Bagley presented the following:

“Celebrating milestones, and the diligent recognition of our history, has always been an important part of our local tradition. In 2017, St. Marys celebrated the 175th anniversary of its founding. As a testament to the significance of that event, an official city flag was commissioned to serve as a fitting tribute to commemorate the anniversary. I presented this newly designed flag on Monday, August 21st, 2017, at this very podium, before this very body, though most of the faces have changed since that time. I am grateful to say, that by its approval and adoption as the official governmental flag of the City of St. Marys, this institution left an indelible visible reminder of this city’s history, its culture, and its civic pride. On the day of our anniversary, December 8th, 2017, the Feast Day of the Immaculate Conception of the Virgin Mary, that flag was presented to Mayor Robert Howard, and ceremoniously raised for the first time in front of City Hall. History had been made. After one and three-quarters of a century, our town had an official banner. I will note that it crowns the proceedings of this council today, on the wall behind you, over the head of our mayor. It stands as a tribute to the will and endurance of our founders, and to the legacy of their descendants. May it represent us well and far into the future.

Today, I stand before this council once again, on the occasion of what I hope will be another milestone in the story of St. Marys. Last year, this municipality celebrated 25 years as an official city, the second largest of such, in square miles, in the Commonwealth of Pennsylvania. To commemorate this event, our City Manager, Mr. Tim Pearson, once again commissioned Martin Dornisch and myself to create a new official seal for the City of St. Marys. This seal was to be immediately identifiable as being, “St. Marys”, in design. The goal was to coordinate the new seal with the city flag, by utilizing the flags design elements. Thereby, a matching set would be created between flag and seal. After many options were presented and discussed with Mr. Pearson and his staff, we finalized a design that fulfilled the wishes of those involved. We are extremely pleased with the outcome. It is our hope that you will agree that this seal will serve as a fitting and enduring new symbol for our city.

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This seal, is intended to replace the large calligraphy letter “C” design, that has never quite captured or adequately represented this place we call “St. Marys.” Twenty-Five years ago, its well-meaning intent was to highlight this municipality’s new title, as a city. This was perhaps fitting when the city was formed; used as a bold symbol declaring our borough’s new membership in that exclusive club. To that end, the big “C” has served us well, and has its rightful place in our history.

The new seal is designed to represent us into our future. We are but one of many cities in this great commonwealth. We should define ourselves by what sets us apart, by what makes us special, by what makes us St. Marys. All cities in this state begin with the letter “C”. There is but one, “Saint Marys”!

Ours is a town of pride, named in honor of its patroness, for having been founded on her feast day. Fittingly, her monogram serves as the heart of our city’s flag. So, it should likewise serve as the heart of our City’s Seal. Regardless of our municipal status, industrial, economic, or demographic changes, we will always be St. Marys.

I ask you, as our elected officials, as well as members of this community, to come together to be a part of the story of progress in the city of St. Marys, now 25 years in the making. Leave behind as part of your personal legacy, this bold new city seal. Therefore, it is on behalf of the people of the City of St. Marys, that I submit for your approval, this seal, as the new official hallmark of this city. Allow it to serve as proper, and lasting symbol of our city’s history, its progress, and its pride. I thank you for your time and consideration.”

The following comparison of City Logos and Seals were displayed for Council and the audience. The proposed new keystone design seal and logo are listed below and the 1994 seal and logo are beneath the new design.



Manager Pearson noted the original logo/seal was designed by Sister Jane Francis OSB was established by the Consolidation Transition Committee in 1993. The original logo will be properly retired and displayed at City Hall.

Council noted their appreciation of the unabbreviated version of the word Saint.



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Motion Passed	<p>Bob Roberts made a motion to adopt the newly designed City Seal and Logo, seconded by Margie Brown and all were in favor.</p> <p>Council thanked Mr. Bagley and Mr. Dornisch for their efforts and dedication to the City.</p> <p>Tina Gradizzi explained the five additional updated City plans were being presented to Council as a requirement of receiving federal monies and to update with the newly elected Council members names.</p>
MBE/WBE Plan	
Residential Anti-Displacement and Temporary Relocation Plan	Joe Fleming made a motion to approve the following plans:
Section 3 Plan	MBE/WBE Plan
504 Self-Evaluation Plan for Handicap Accessibility	Residential Anti-Displacement and Temporary Relocation Plan
Section 504 Officer and Process for Grievance Plan	Section 3 Plan
	504 Self-Evaluation Plan for Handicap Accessibility
	Section 504 Officer and Process for Grievance Plan
	<p>Ms. Gradizzi noted once updated the plans will be on the City's website.</p> <p>The motion was seconded by Andrew Mohney and all were in favor.</p>
Motion Passed	
Appointment of the Local Health Officer	<p>Manager Pearson explained the Board of Health recently received notification that the Health Officer was retiring. A letter of interest for the position was received from Jennifer Challingsworth, a current Health Board member. A letter of recommendation from the Board of Health to appoint Ms. Challingsworth as Health Officer for the City of St. Marys was also received. According to the City Code Section 203 4., Council is to establish compensation for the position. It was his recommendation to clarify that the compensation will follow the same procedure as other training requests in the City. Therefore, he recommended that reimbursement of any training fee, including mileage, will occur if it is recommended by the Board of Health and approved by the City Manager.</p>
Motion Passed	<p>Margie Brown made a motion to appoint Jennifer Challingsworth as the Health Officer, as recommended by the Board of Health and with the recommended compensation by the Manager, seconded by Bob Roberts and all were in favor.</p> <p>Mayor Radkowski questioned if the position could be a County position and Manager Pearson responded he would look into it.</p>
Golf Authority Appointment	Mayor Radkowski explained a meeting was being scheduled in March with the Golf Authority members to discuss legal matters and recommended the appointment not occur until after that meeting.
Motion to Table Passed	Joe Fleming made a motion to table the appointment until the March Council meeting, seconded by Margie Brown and all were in favor.
Subdivision Application: 2020-02 – Subdivision and final	Subdivision application 2020-02 and final land development plan was presented from St. Xenia Orthodox Church for

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Land Development Plan – St.  
Xenia Orthodox Church, E.  
Eschbach Rd.

property located on East Eschbach Road. The subdivision proposed to divide a 1.00 ac lot from a 25.324 ac parcel for the construction of a ~1,600 sqft church building and associated parking lot and access drive. The residual parcel is 24,324 sqft and contains a single-family dwelling with public water and onlot sewage disposal. The new lot is proposing public water and private sewage disposal per the pending planning module reviewed last month. Stormwater management plan approval is pending review by the Elk County Conservation District. There were several minor plat corrections needed. The Engineer has corrected them. The Elk County Planning Department's comments have been addressed as well. The Planning Commission recommended approval of the subdivision with the condition of approval of the DEP Planning Module. The Planning Module approval is waiting on a revision to the City's holding tank ordinance.

Motion Passed

Andrew Mohny made a motion to approve the 2020-02 subdivision and final land development plan contingent upon approval of the DEP Planning Module, seconded by Joe Fleming and all were in favor.

**TOPICS FOR DISCUSSION:**

There were no topics for discussion.

**CITIZEN COMMENTS ON  
NON-AGENDA TOPICS**

There were no citizen comments on non-agenda topics.

**COUNCIL COMMENTS**

Councilman Roberts noted the annual Rotary Auction was this coming Sunday.

Councilman Fleming thanked the SMCSS 4<sup>th</sup> graders for their artwork on thank you cards given to all of Council.

Councilwoman Vrobel also thanked the SMCSS 4<sup>th</sup> graders and commented she thought the new City seal was fantastic.

Councilwoman Brown echoed Councilwoman Vrobel's comments.

Mayor Radkowski commented on the passing of Mr. Dornisch. He thanked the street crew and City staff.

Mayor Radkowski announced local resident Timothy Mecca recently received a purple heart. Mr. Mecca was a Master Gunnery Sergeant of the United States Marine Corp and retired after 33 years of service. At a special surprise ceremony held at Heinz field at a Steelers football game he was presented with the purple heart and also tickets to the Super bowl.

Mayor Radkowski thanked Mr. Mecca and all veterans for their service.

**ANNOUNCEMENTS**

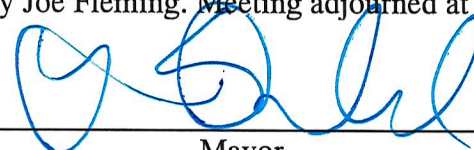
Mayor Radkowski made the following announcements:

- Council's next regular meeting will be held on Monday, March 16, 2020, at 7:00 p.m. at City Hall.

**ADJOURNMENT**

Andrew Mohny made a motion to adjourn the meeting, seconded by Joe Fleming. Meeting adjourned at 8:25 p.m.

  
Recording Secretary

  
Mayor