

JUNE 15, 2020

**ANNOUNCEMENT**

Mayor Radkowski announced the meeting was a combination of a teleconference meeting and in-person meeting and was broadcast on the City Channel - Zito Media 96.2 and live streamed on The River 98.9 website. Citizens were encouraged to provide comments on agenda topics prior to the meeting by emailing [info@stmaryspa.gov](mailto:info@stmaryspa.gov). The Council meeting agenda and minutes could be found on the City's website [www.stmaryspa.gov](http://www.stmaryspa.gov) under the City Council tab.

**CALL TO ORDER**

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Louis Radkowski on Monday, June 15, 2020 at 7:00 p.m. The meeting was held in-person and teleconference. Notice of this meeting was sent to Council on June 11, 2020, posted at City Hall and published in the Daily Press with the above-mentioned directions for public comment.

**PLEDGE TO THE FLAG**

**ROLL CALL**

Mayor Louis Radkowski, Deputy Mayor Chris Pletcher, Andrew Mohney, Margie Brown, Bob Roberts, Joe Fleming, Gina Vrobel, Manager Timothy Pearson, Recording Secretary Lorrie Levenduski.

Solicitor Tom Wagner called in.

City Staff: Hannah Brock, HR Specialist and PR Officer and Dani Schneider, Parks and Recreation Director.

**VISITORS**

There were no visitors.

**APPROVAL OF MINUTES**  
May 18, 2020 – Regular  
Teleconference Meeting  
Motion Passed

Margie Brown made a motion to approve the May 18, 2020 minutes, seconded by Bob Roberts and all were in favor.

**REPORT ON EXECUTIVE  
SESSION**

An Executive Session was held on May 18, 2020 regarding legal matters. No decisions were made.

**SPECIAL PRESENTATION:  
PARKS AND RECREATION**

A Special Presentation was provided by Dani Schneider, Parks and Recreation Director, with the following information:

**New staff this year**

Sami Geci – Aquatic Supervisor

Carl Smith – Head Lifeguard

Sheila Bauer and Cheyenne Bothun Park System Coordinators

35 lifeguards and concession workers

18 Activity Leaders (College staff)

**Park Youth Programs**

Days Camps – 70 kids

Youth Basketball – 104 kids

Youth Arts in Education with ECCOTA's Mikayla Poland-12 kids

**Park Adult Leagues**

Men's basketball – 17 teams

Women's Basketball – 9 teams

Women's Power volleyball – 7 teams

Co-ed Sand volleyball – 17 teams

**Pool**

Opened today with over 100 people attending

Memberships will be offered at the holiday discount for the remainder of the summer

**CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING**

**JUNE 15, 2020**

She noted plans for programs were scaled back due to the COVID-19 pandemic. She was hopeful for more available programs for 2021.

**CITIZEN COMMENTS ON  
AGENDA TOPICS**

There were no citizen comments received on agenda topics.

**MANAGERS REPORT**

Manager Pearson provided the following report:

Thanked Ms. Schneider for her presentation and for helping ensure the parks and pool opened as quick as possible during the pandemic.

Pension Plans updates were emailed to Council which will be reviewed within the next few weeks.

Finance Committee update was sent to Council on the budget that estimated a \$180,000 shortfall. They intend to meet monthly to review the situation. The 2020 operational budget appears secure, but the 2021 budget will probably be impacted.

City Hall opened to the public last Monday, June 8<sup>th</sup>, and visitors are staying behind the glass doors on the second floor. Residents are being encouraged to utilize the online forms and permits on the City website. When the website is relaunched later this year, it could provide even more accessibility for residents.

The lights should be installed this week in the downtown park and events were being worked on.

Margie Brown asked how many people the new downtown park will accommodate and Manager Pearson responded he anticipated over 80 booths/tents with hundreds of people. It was unknown if the Bavarian Fall Fest will occur this year due to the COVID-19 gathering restrictions.

**TREASURER'S REPORT**

Manager Pearson provided the following Treasurer's Report for May 31, 2020:

Total revenue for the General Fund as of 5/31/20 was \$3.96M or 54% of budget. In May of 2019, revenue totaled 3.9M or 54% of budget and for 2018 revenue was at \$3.8M or 60% of budget. Expenditures for the General Fund as of 5/31/20 are \$2.4M or 33% of budget and for 2019 it was \$2.4M or 33% of budget and for 2018 expenditures at the end of May were \$2.3M or 35.5% of budget. 85.6% of the current real estate tax revenue was collected as of May 31, 2020, leaving an outstanding balance due for all tax revenue funds of \$628,000. For 2019, it was 87% collected with \$594,000 outstanding. Earned income Tax as of May 31, 2020 was at 49% of budget, for 2019 it was 42% of budget and for 2018 earned income was at 49% of budget and for 2017 it was 52% of budget. Pension plans market values have increased in April and May of this year, but is still \$580,000 as of 6/8/2020 below the market value as of 12/31/2019.

Manager Pearson noted the EIT income appeared good, but due to the increase in 2019, it was believed a portion of the 2020 EIT income was a reconciliation of underpayments for 2019. Real Estate tax payments will have a clearer picture in July.

**LEGISLATIVE ACTION:**

Resolution No. 20-10, Application for County Aid for liquid

CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING

JUNE 15, 2020

**Consider for adoption:**  
Resolution No. 20-10,  
Application for County Aid for  
liquid fuels funds  
Motion Passed

fuels funds was presented for adoption. This is the annual request for reimbursement of stone.

Bob Roberts made a motion to adopt Resolution No 20-10, seconded by Andrew Mohney and all were in favor.

Resolution No. 20-11,  
Disposition of City Records

Resolution No. 20-11, Disposition of City Records was presented for adoption. This is the procedure for the purge of allowable City records according to the Municipal Records Manual. The list of records was attached to the Resolution.

Motion Passed

Andrew Mohney made a motion to adopt Resolution No. 20-11, seconded by Chris Pletcher and all were in favor.

Award of Bid – 2020  
Resurfacing Bid

Manager Pearson explained the 2020 Resurfacing Bid was being presented for approval. City staff recently received bids for the above-mentioned project. The scope for this project bid consists of roadway resurfacing over the base repairs (mill and fill) that is performed annually and a selection of roads for berm work. The list of streets to be resurfaced and berm work were also presented.

These bids were received on May 11th and opened and read aloud at a public meeting.

For this project, four (4) contractors submitted sealed bids. The bid results are as follows:

<u>Contactor Name</u>	<u>Base Bid</u>
1. New Enterprise, Inc.	\$ 1,213,884.85
2. Glenn O. Hawbaker, Inc.	\$ 1,267,466.70
3. Grannas Brothers, Inc.	\$ 1,371,400.09
4. IA Construction, Inc.	\$ 1,488,984.50

It was recommended Council award this contract to New Enterprise, Inc. for **\$1,213,884.85**.

Motion Passed

Margie Brown made a motion to award the bid to New Enterprise as recommended in the amount of \$1,213,884.85, seconded by Gina Vrobel and all were in favor.

Appointment to the Planning  
Commission

Manager Pearson explained a letter of interest was received from Seth Higgins for the Planning Commission vacancy.

Motion Passed

Joe Fleming made a motion to appoint Seth Higgins to the Planning Commission, seconded by Gina Vrobel and all were in favor except Bob Roberts, who opposed.

Manager Pearson announced there were numerous other board vacancies and are currently accepting applicants.

Mayor Radkowski encouraged citizens to apply.

Deputy Mayor Pletcher noted the recent Leadership Elk County graduates would be a good resource of applicants.

Subdivision Application: 2020-  
04, Muccio School  
Transportation, 74 Ceramic  
Street

2020-04 Subdivision Application: Muccio School Transportation, 74 Ceramic Street was presented for approval. The subdivision proposed to divide 0.140-acre lot from a 5.181-acre parcel as a side lot addition to an adjoining parcel. The residual parcel was 5.041 acres containing an existing parking lot and office building. The receiving lot contains a sports

**CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING**

**JUNE 15, 2020**

complex under construction. No new building lots will be created as a result of this subdivision. The Planning Commission had no comments on the subdivision and recommended approval.

Motion Passed

Joe Fleming made a motion to approve the 2020-04 Subdivision application, seconded by Andrew Mohney and all were in favor.

**TOPICS FOR DISCUSSION:  
COVID-10 VIRUS  
UPDATES/ACTIONS**

Mayor Radkowski explained his weekly North Central COVID-19 task force meetings were continuing. They discussed the CARES Act available funding and lack of guidance from the state on how to utilize the funding. Rural broadband initiatives were discussed, which could help with telemedicine services and our schools. He noted Tina Gradizzi was a key presenter and did a wonderful job of presenting options on how to spend CDBG funds and other possible funding. The Progress Fund also had approximately 250M for distribution to businesses across the state for grants for COVID reimbursable expenses.

The bi-weekly COVID-19 teleconference meetings are now weekly as business begins to increase.

It was recommended to wait for the state to end the emergency declaration before ending the City's.

He noted the state COVID-19 case counts had some discrepancies and he was relying on the local hospital information.

Margie Brown questioned the funding for broadband services, since the City is already in the process of obtaining it with the Zito Media agreement and Mayor Radkowski clarified it would be handled at the County level for other underserved areas.

Margie Brown also questioned funding for nursing homes, but it was unclear if the local institutions would be included.

Bob Roberts questioned the City's plan to generate revenue for parking and Mayor Radkowski responded it would be a Council decision.

After a brief discussion the following motion was made:

Motion Passed

Chris Pletcher made a motion to eliminate free parking effective July 1<sup>st</sup>, 2020, seconded by Andrew Mohney and all were in favor.

**COUNCIL COMMENTS**

Deputy Mayor Pletcher commented the Finance Committee was anticipating a revenue shortfall and would meet monthly to discuss. He encouraged residents to support the local golf course and reminded everyone of the 17 City board vacancies.

Bob Roberts expressed his appreciation for the volunteers in the City.

Joe Fleming noted the great weather allowed the children to utilize the parks and to play outside.

Andrew Mohney encouraged donation for the fireworks.

Gina Vrobel stated she supported the comments made tonight.

CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING

335

JUNE 15, 2020

Margie Brown noted during this COVID-19 crisis the City was working together and the community has come together.

Mayor Radkowski commented the town is generous and challenged them to spend locally.

**ANNOUNCEMENTS**

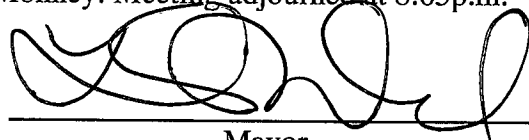
Mayor Radkowski made the following announcements:

- Council's next regular meeting will be held on Monday, July 20, 2020, at 7:00 p.m.
- Council will adjourn to an Executive Session regarding legal matters.

**ADJOURNMENT**

Bob Roberts made a motion to adjourn the meeting, seconded by Andrew Mohny. Meeting adjourned at 8:05p.m.

  
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Recording Secretary

  
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Mayor

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