

**CITY OF SAINT MARYS COUNCIL
REGULAR MEETING**

FEBRUARY 21, 2022

CALL TO ORDER

The regular monthly Council meeting of the City of Saint Marys was called to order by Mayor Lyle Garner on Monday, February 21, 2022, at 7:00 p.m. Notice of this meeting was sent to Council on February 10, 2022, posted at City Hall and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Mayor Lyle Garner, Deputy Mayor Bob Roberts, Andrew Mohney, Shane Schneider, Nedward Jacob, Sally Geyer, Jerome Sorg, Manager Joseph Fleming, and Recording Secretary Lorrie Levenduski.

Solicitor Tom Wagner was excused.

City Staff: Carol Muhitch, Finance Director, and Tom Nicklas, Chief of Police.

VISITORS

Clythera Hornung, Bob Carnes, Patty Carnes, Mary Kay Frey, Barb Feldbauer, Robert Feldbauer, Daniel Lupole, Bill Kraus, Marshall Wolfe, Amy Cherry, Jude Fritz, Chuck Fritz, Dylan Meyer, Levi Meyer, Sydney Pontzer, Cheyanne Sarnoski, Joyce Bauer, Aaron Bauer, Stephen Bagley, and Richard Sadley.

APPROVAL OF MINUTES

January 17, 2022 – Regular meeting

Motion Passed

Sally Geyer made a motion to approve the January 17, 2022 minutes, seconded by Nedward Jacob and all were in favor.

REPORT ON EXECUTIVE SESSIONS:

Executive Sessions were held on Monday, January 17, 2022 and immediately prior to tonight's meeting as a conference for the Council members to become educated on the regulations relating to disbursement of ARPA funds and regarding personnel matters. No decisions were made.

PRESENTATION OF CERTIFICATE OF APPRECIATION:

Mayor Garner presented a Certificate of Appreciation for Sally Geyer for her 6 years of service as a Zoning Hearing Board member.

**SPECIAL PRESENTATION:
Crystal Fire Department
Annual Report**

Bill Kraus, Fire Chief of the Crystal Fire Department provided the following information on the 2021 annual report:

- Responded to 258 incidents, an increase of 54 from the previous year
- Provided a breakdown of the incidents
- Responded to 67 mutual aid responses
- Received mutual aid 35 times (Street Dept. is now included in this amount)
- Incidents by days of the week and an alarm time analysis
- Response time averages
- Building and content values, losses and savings
- Provided a listing of types of incidents
- Provided inspections and drills at local schools and health care facilities
- Provided fire prevention programs to local schools and scout troops

Chief Kraus stressed how very fortunate the City was to have mutual aid agreements with other departments and that local employers release Fire Department members to answer calls for alarms during working hours. He noted membership is low at 78 members. He also noted the requirement of 200 hours of training

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and the aging membership.

Council thanked Chief Kraus and the department for their valued service.

**CITIZEN COMMENTS ON
AGENDA TOPICS**

There were no citizen comments on agenda topics.

MANAGERS REPORT

Manager Fleming provided the following report:

- He thanked the Crystal Fire Department for everything they do and the service they provide to our community.
- He also thanked the 4th Graders at Elk County Catholic Elementary School for honoring City officials.
- He noted the funding request for the upcoming strategic management plan was approved by the state and the process is moving forward. The next step would be the selection of an agency to perform the assessment. RFPs will be released soon.
- He was researching solar energy options for the city, as requested by Council.
- He attended an Executive Development Conference in Hershey earlier this month which was hosted by APMM/PML. The topics of discussion were crisis management, leadership, professionalism, ethics, and the ever-changing role of managers.

TREASURER'S REPORT

Manager Fleming provided the following January, 2022 Treasurer's Report:

For 2022, revenue for the General Fund was at .22% of budget. For 2021, revenue was .35% of budget; for 2020 it was .29%; and for 2019 revenue was .46% of budget. 2022 expenditures were at 6.21% of budget; for 2021 it was 5.1% of budget for the General Fund; for 2020 expenditures were 5.85% of budget; and for 2019 expenditures were at 5.5% of budget. Revenue will be low for the first few months of the year, since real estate tax bills are not mailed out until March 1st. Earned income collected in January and February of 2022 will be the 4th quarter 2021 revenue and will show up in the 2021 statement of Revenue & Expenditures. As of the end of January, the EIT collections for 2021 were at 84% of budget. February will be the majority of the 4th Quarter, 2021 collections, so you will see the total Earned Income Tax earned for 2021. We will start seeing the 1st quarter of 2022 EIT collections in May. The new sewer rates were billed in January with the 1st route being billed for only 1 month of the quarterly billing for residential customers. For non-residential customers the quarterly billing remained the same only showing the increase in the base and consumption rates. We will have a better understanding of the revenue billed when we start a full quarter billing for residential customers. Balances as of 1/1/2022 were adjusted to actual with 2021-year end adjusting entries and will also be adjusted again in February.

LEGISLATIVE ACTION:

Consider for adoption:

Resolution No. 22-02, re:
Authorizing the Mayor or
Manager to sign agreements
between the City and PennDOT
for the year 2022.

Motion Passed

Resolution No. 22-02, re: Authorizing the Mayor or Manager to sign agreements between the City and PennDOT for the year 2022 was presented for adoption. This is an annual requirement of PennDOT.

Andrew Mohny made a motion to adopt Resolution No. 22-02, seconded by Deputy Mayor Bob Roberts and all were in favor.

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Consider for publication:
An Ordinance relative to the establishment and maintenance of the City Police Employees Pension funds to update the Internal Revenue Code provisions
Motion Passed

An Ordinance relative to the establishment and maintenance of the City Police Employees Pension funds to update the Internal Revenue Code provisions was presented for publication.

Sally Geyer made a motion to publish the ordinance, seconded by Andrew Mohney and all were in favor.

An Ordinance relative to the establishment and maintenance of the City Non-Uniformed Employees Pension funds to update the Internal Revenue Code provisions.
Motion Passed

An Ordinance relative to the establishment and maintenance of the City Non-Uniformed Employees Pension funds to update the Internal Revenue Code provisions was presented for publication.

Deputy Mayor Bob Roberts made a motion to publish the ordinance, seconded by Andrew Mohney and all were in favor.

An Ordinance amending the City Code to remove specific regulation of political signs and to establish general regulation of temporary signs
Motion Passed

An Ordinance amending the City Code to remove specific regulation of political signs and to establish general regulation of temporary signs was presented for publication.

Sally Geyer made a motion to publish the ordinance, seconded by Andrew Mohney and all were in favor.

Award of Bid: City Hall Elevator Reconstruction

Manager Fleming requested the award of bid be tabled due to the bidders having difficulty obtaining quotes on materials in a timely manner.

Motion to Table Passed

Nedward Jacob made a motion to table the item, seconded by Jerome Sorg and all were in favor.

Operation Underground Railroad (O.U.R.) domestic law enforcement support mutual agreement for the receipt of contributions

Chief of Police Tom Nicklas explained he was requesting Council's permission to enter into a Mutual Agreement with Operation Underground Railroad (O.U.R.) for the purpose of receiving a donation from them for the acquisition of GrayKey digital forensic software. This software will assist the department with access to digital devices for investigation purposes. This donation would offset the approximate annual cost of \$9,700.00. Grant applications would be submitted for the next five years of annual costs.

Motion Passed

Shane Schneider made a motion to approve the agreement, seconded by Sally Geyer and all were in favor.

Appointments to the Zoning Hearing Board

| BOARD | NUMBER OF VACANCIES | TERMS EXPIRING | LETTERS RECEIVED FROM | RECOMMENDED |
|---|---------------------|--------------------|-----------------------|----------------------|
| Zoning Hearing Board 5-year term (FULL MEMBER) | 1 Vacancy | Vacant | Sam Glatt | SAM GLATT |
| Zoning Hearing Board 3-year term (ALTERNATE POSITION) | 1 Vacancy | Alternate Position | Clark Pearson | CLARK PEARSON |

Motion Passed

Sally Geyer made a motion to appoint the above as recommended, seconded by Jerome Sorg and all were in favor.

TOPICS FOR DISCUSSION:

Manager Fleming explained the first round of American Rescue

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Plan Act (ARPA) funds have been distributed and received. He provided a list of proposed projects for Council's discussion.

- New Police Radios-Current ones are 10 years old
- Amphitheater Project
- John Street Stormwater Project
- Depot Street Phase 2 Project
- Market Street Sewer Project

The second half of the funds should be received in May of this year. Allocation of these funds needed to occur by 2024 and expended by 2025.

Council briefly discussed the proposed projects, and it was determined to hold a Council Workshop to properly discuss the projects and to provide the opportunity for public input.

Motion

Deputy Mayor Bob Roberts made a motion to hold a public workshop to discuss the ARPA funds, seconded by Andrew Mohney.

The workshop will be scheduled and advertised for the first Monday of April.

Motion Passed

All were in favor of the motion.

**CITIZEN COMMENTS ON
NON-AGENDA TOPICS**

Marshall Wolfe and Bob Carnes explained their frustration with the discontinuation of maintenance by the Airport Authority of a (City designated private) portion of S. Michael Road. They requested help resolving this ongoing issue that began when their driveways were moved due to the Airport runway extension project.

It was noted City Solicitor was reviewing the situation. The Mayor expressed his willingness to review the matter.

Joyce Bauer again stated her concerns regarding code violations and also with the sidewalk ordinance.

Andrew Mohney requested an Executive Session following adjournment of tonight's meeting regarding personnel matters.

COUNCIL COMMENTS

Shane Schneider thanked Chief Kraus and his department.

Jerome Sorg noted he attended PML training for newly elected officials and found it very beneficial. He also attended the Elk County Riders Trail of Dreams public meeting.

Nedward Jacob thanked the 4th graders for honoring City Officials.

Sally Geyer was thankful for her time on the Zoning Hearing Board and appreciated the recognition she received at tonight's meeting. She also thanked Chief Kraus for his presentation.

ANNOUNCEMENTS

Mayor Garner made the following announcements:

- Council's next regular meeting will be held on Monday, March 21, 2022, at 7:00 p.m.
- Council adjourned to an Executive Session regarding personnel matters.

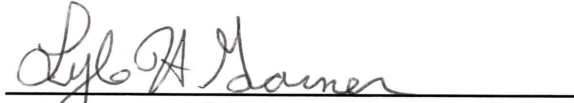
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ADJOURNMENT

Sally Geyer made a motion to adjourn the meeting, seconded by Nedward Jacob. Meeting adjourned at 8:20 p.m.


Recording Secretary


Mayor