

**CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING**

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**FEBRUARY 19, 2024**

**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 19, 2024, at 7:00 p.m. Notice of this meeting was sent to Council on February 15, 2024, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG**

**ROLL CALL**

Mayor Lyle Garner, Deputy Mayor Shane Schneider, Nedward Jacob, Jerome Sorg, Anthony Gregory, Stephen Bagley, Joe Sarginger, Manager Joseph Fleming, Solicitor Lauren Brennen, and Recording Secretary Lorrie Levenduski.

City Staff: Tina Gradizzi, Director of Community and Economic Development, Kim Andrus Deputy Director of Community and Economic Development, Dani Kugler, Director of Parks and Recreation.

**VISITORS**

Jeff Smith, Bill Laird, Bill Kraus, Amy Cherry, Peter Straub, Curt Brennen, Richard Sadley, Tim Ruffner and Martin Dornisch.

**APPROVAL OF MINUTES  
January 15, 2024 – Regular  
Meeting  
Motion Passed**

Shane Schneider made a motion to approve the January 15, 2024 minutes, seconded by Anthony Gregory and all were in favor.

**REPORT ON EXECUTIVE  
SESSION**

An Executive Session was held Thursday, February 1, 2024 regarding personnel matters. No decisions were made.

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

Bill Kraus, Fire Chief, introduced himself and the other key members of the Fire Department to the newly elected Council members.

Chief Kraus presented the following 2023 report:

- Responded to 274 incidents, a decrease of 46 from the previous year
- Provided a breakdown of the incidents
- Responded to 76 mutual aid responses
- Received mutual aid 30 times
- 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
- Conducted inspections and drills at local schools and health care facilities
- Implemented fire prevention programs to local schools and scout troops

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He recognized the local employers that release firefighters to answer calls and noted the numerous tours and prevention programs that have a positive impact on the community.

He explained the increase in the required amount of training hours and how it affected the recruitment of new members.

Council thanked Chief Kraus for the presentation.

**CITIZEN COMMENTS ON AGENDA TOPICS**      There were no citizen comments on agenda topics.

**MANAGER'S REPORT**

Manager Fleming provided the following report:

- “First off, I want to thank Chief Kraus for his annual fire report. The City is very fortunate to have a fire department that works extremely hard to serve our area. I appreciate everything they do.
- I want to welcome our new Deputy Director of Community and Economic Development Kim Andrus. Her first day was today and she is getting settled in.
- I will be attending the Annual PELRAS Conference being held in State College from March 13<sup>th</sup> to the 15<sup>th</sup>.
- We are still in winter mode, and I expect to start placing projects before Council next month as we are finalizing everything to move them forward.
- Parks and Recreation recently met with DCNR on moving forward with the construction of the new playland area. Once the Parks and Recreation Board and DCNR approve the plans, a presentation will be made for Council. I am hoping this presentation will take place either at the March or April monthly meeting.
- City of St. Marys - Facade Program was approved for a Keystone Communities Program grant last week which will help in revitalizing the downtown area.
- I am happy to see the Governor's Council for Rural Affairs has started back up as we advocate for rural issues. We will have a meeting at the end of this week and at the start of next week.
- Finally, there are many events happenings around the community along with registrations for spring/summer sports programs currently underway. “

**TREASURER'S REPORT**

Manager Fleming provided the following Treasurer's Report for January, 2024:

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For 2024 revenue for the General Fund was at .45% of budget. For 2023, revenue for the General Fund was at .36% of budget. For 2022 revenue was .22%; and for 2021, revenue was .35% of budget. 2024 Expenditures were at 5.33% of Budget; for 2023 expenditures were at 5.16% of budget; for 2022 6.21%; and for 2021 5.1% of budget for the General Fund. Revenue will be low for the first few months of the year, real estate tax bills are not mailed out until March 1st. Earned income collected in January and February of 2024 will be the 4th quarter 2023 revenue and will show up in the 2023 statement of Revenue & Expenditures. As of the end of January, the EIT collections for 2023 are at 115.13% of budget. February will be the majority of the 4th Quarter, 2023 collections, so you will see the total Earned Income Tax earned for 2023. We will start seeing the 1st quarter of 2024 EIT collections in May. The pension plans market value increased for January of 2024. Balances as of 1/1/2024 were adjusted to actual with 2023 year end adjusting entries and will also be adjusted again in February.

**LEGISLATIVE ACTION:**  
**Consider for adoption:**

Ordinance No. 341, amending  
City Code Part One,  
Administrative Code, Article I -  
Departments  
Motion Passed

Ordinance No. 341 amending City Code Part One, Administrative  
Code, Article I – Departments was presented for adoption.

Anthony Gregory made a motion to adopt Ordinance No. 341,  
seconded by Shane Schneider and all were in favor.

Resolution No. 24-03 -  
Authorizing the Mayor and  
Manager to sign agreements with  
PennDOT for the year 2024  
Motion Passed

Resolution No. 24-03 - Authorizing the Mayor and Manager to  
sign agreements with PennDOT for the year 2024 was presented  
for adoption.

Jerome Sorg made a motion to approve Resolution No. 24-03,  
seconded by Nedward Jacob and all were in favor.

Resolution No. 24-04 – Adopting  
a waiver of the right of first  
refusal for lot at the Airport  
Industrial Park

Resolution No. 24-04 – Adopting a waiver of the right of first  
refusal for lot at the Airport Industrial Park was presented for  
adoption.

Manager Fleming explained the Airport Industrial Park lots have  
a Restrictive Covenant and under clause number four it states the  
City has the right of first refusal to purchase any property back  
before it is sold. He stated the City had no interest in the purchase  
of a manufacturing facility, so he requested approval of  
Resolution No. 24-04.

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Motion Passed

Shane Schneider made a motion to approve Resolution No. 24-04, seconded by Nedward Jacob and all were in favor.

Resolution No. 24-05 –  
Authorizing and executing an  
employment contract between  
the City and City Manager  
Motion Passed

Resolution No. 24-05– Authorizing and executing an employment contract between the City and City Manager was presented for adoption.

Jerome Sorg made a motion to approve Resolution No. 24-05, seconded by Anthony Gregory and all were in favor.

**Airport request of funds**

Manager Fleming explained a request from the Airport Authority was received for funds in the amount of \$25,000. The Airport received a grant in the amount of \$250,000 which requires matching funds of \$62,500 to secure the grant. If Council approves the request, then the City budget would be opened and advertised. The funds would come out of the Earned Income Tax revenue, which would decrease the amount transferred into the Capital Reserve Fund.

Motion

Jerome Sorg made a motion to open the budget to approve the funds needed for the Airport.

Jerome Sorg questioned if there were other funds that were needed.

Manager Fleming explained that \$10,500 was needed for the application for the PA Wild remote worker program. He briefly described the details and the benefits of the program. He noted \$8,000 would be reimbursed, so the actual total expenditure would be \$2,500.

Amended Motion

Jerome Sorg amended his motion to include the amount for the PA Remote Worker program to the budget.

Joe Sarginger asked where the workers would live and Manager Fleming responded there are a lot of options and Tina Gradizzi was working on those accommodation options. The City will work with property owners to ensure they have what they need.

Manager Fleming confirmed the workers are mainly from the private sector and could be up to five (individuals and/or families)

Shane Schneider questioned if the Airport funds would be repaid and Manager Fleming stated it would be a transfer of funds to them.

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Shane Schneider questioned what the Airport funds would be used for and Bill Laird, Chairman of the Airport Authority, responded terminal and restaurant rehabilitation.

Chairman Laird stated the County agreed to provide \$25,000 of funds if the City agreed to the same amount. The Airport would need to come up with the balance of \$12,500.

Second to amended motion

Shane Schneider seconded Jerome Sorg's amended motion.

Motion Passed

All were in favor of the motion. Motion Passed.

**Land Development Approvals**

2024-01 Crown Castle Towers  
06-02 LLC – 105 Benzinger Rd.

Land Development 2024-01 Crown Castle Towers 06-02 LLC – 105 Benzinger Rd. was presented for approval.

The application proposes to erect a 360-foot-tall communication tower on property owned by the S. Marys Beagle Club. The applicant received approval from the Zoning Hearing Board of the special exception with no variances requested on November 15, 2023. The Planning Commission had no substantive comments on the application.

Motion Passed

Shane Schneider made a motion to approve the land development application, seconded by Anthony Gregory and all were in favor.

2024- 03 Reece Scolari –  
Brusselles St.

Land Development 2024- 03 Reece Scolari – Bruxelles St. was presented for approval. The applicant proposed to construct a 60' X 80' building to operate an automobile repair and service facility. The St. Marys Zoning Hearing Board approved a special exception for this use on January 24, 2024. The Planning Commission had no substantive comments on the application.

Motion Passed

Jerome Sorg made a motion to approve the land development application, seconded by Joe Sarginger and all were in favor.

**TOPICS FOR DISCUSSION:**

**PA Wild Remote Worker  
Program**

This item was covered earlier in the meeting.

**City Fee Schedule**

Stephen Bagley stated he had researched other municipalities to compare the gaming/skill games fees and the City's was at the high end. The Solicitor had informed him that there was no precedent to a separate fee for non-profits so, he proposed to move the fee to more of an average amount.

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**Motion**

Stephen Bagley made a motion to change the game of skill annual fee from \$500 per machine to \$200 per machine.

Shane Schneider questioned if the non-profits could donate the money instead of being charged a fee, which would allow them to use the money from their donation requirement to other non-profits instead of from their operating money and Stephen Bagley responded he would rather keep the fee instead a required donation.

Jerome Sorg stated the fee could be lowered from the initial fee of \$500. They have never had to pay it before now since this was a new device added. He suggested a fee of \$350.

Stephen Bagley asked if \$250 was agreeable?

Anthony Gregory asked if the fee could be changed and Stephen Bagley responded the fee schedule can be changed at any time.

**Amended Motion**

Stephen Bagley amended his motion to change the fee to \$250.

Anthony Gregory stated if there are issues with not being able to pay for it then they could reevaluate it.

Manager Fleming asked the motion should be to draft a Resolution to be presented at the next meeting.

Shane Schneider asked if there were any issues with the rest of the fees and Stephen Bagley responded to leave the other fees alone.

Anthony Gregory asked what the money is used for, and Manager Fleming responded for general funds and to offset taxes, especially real estate taxes.

**Motion Confirmed**

It was confirmed that the motion was to have a Resolution drafted to reflect the proposed amount of \$250.

Nedward Jacob seconded the motion.

**Roll Call Vote**

On a roll call vote all were in favor, except Mayor Garner who opposed.

**Downtown Event Park  
Motion**

Mayor Garner stated he has been trying to do this since he became Mayor and finally it is on the agenda tonight.

Stephen Bagley stated in talking with the Mayor on the Downtown Event Park he thought the name was bland and generic. It speaks nothing about the City's heritage or personal identity as a

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community. The current location of the park was originally where the Shawmut Railroad shops were located, which was a huge part of the City's local industry and history.

Stephen Bagley made a motion to officially rename Downtown Event Park to Shawmut Park.

Shane Schneider stated when he was first on Council there was a contest with the local schools to name the park.

Mayor Garner stated he had talked to one of the parents of the school students that submitted the name Shawmut Park, which inspired the Mayor to bring this matter to Council. He also noted his father and grandfather worked at the Shawmut Shops.

Motion Seconded

Anthony Gregory seconded the motion.

Shane Schneider wanted to confirm there was no trademark or issues with the name Shawmut and Stephen Bagley responded there was not.

Motion Passed

All were in favor of the motion.

**CITIZEN COMMENTS ON  
NON-AGENDA TOPICS**

There were no citizen comments on non-agenda topics

**COUNCIL COMMENTS**

Jerome Sorg stated he had information regarding the ATV trails to present to Council.

Stephen Bagley thanked the Fire Department for their presentation and congratulated Dani Kugler on her Parks and Recreation award.

Mayor Garner and Stephen Bagley welcomed Kim Andrus as a new employee.

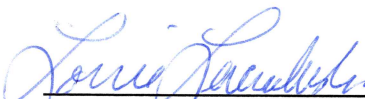
**ANNOUNCEMENTS**

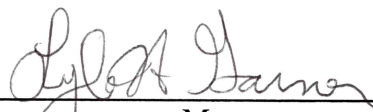
Mayor Garner made the following announcements:

- The next regular Council meeting will be held on Monday, March 18, 2024 at 7:00 p.m.

**ADJOURNMENT**

Stephen Bagley made a motion to adjourn the meeting, seconded by Nedward Jacob. Meeting adjourned at 7:58 p.m.

  
\_\_\_\_\_  
Recording Secretary

  
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Mayor