

**CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING**

**JUNE 17, 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, June 17, 2024, at 7:00 p.m. Notice of this meeting was sent to Council on June 13, 2024, posted at City Hall and published in the Daily Press.

**PLEDGE TO THE FLAG**

Boy Scout Troop 199 led the pledge to the flag.

**ROLL CALL**

Mayor Lyle Garner, Deputy Mayor Shane Schneider, Nedward Jacob, Jerome Sorg, Anthony Gregory, Stephen Bagley, Joe Sarginger, Public Works Director Tim Brennan, Solicitor Lauren Brennen, and Recording Secretary Lorrie Levenduski.

City Staff: Tina Gradizzi, Director of Community and Economic Development and Chuck Nunamaker, Director of Finance.

**VISITORS**

Richard Sadley, Eric Wildnauer, Carson Wildnauer, Issac Gausman, Bryce Gausman, Chris Gausman, Nathan Bricen, Cole Bricen, Melanie Slaughenhaupt, Weston Slaughenhaupt, Harry Slaughenhaupt, Steve Luckenbill, Evan Luckenbill, Brandon Hornburg, Greg Pice, Amy Cherry, Dakota Viglione, Tyler Meyer, Rick Glover, Dan Krieg, Christian and Jennifer Paulson, and Dennis Viglione.

**APPROVAL OF MINUTES  
May 20, 2024 – Regular  
Meeting  
Motion Passed**

Nedward Jacob made a motion to approve the May 20, 2024 minutes, seconded by Shane Schneider and all were in favor.

**PRESENTATION OF  
TENTATIVE 2024 C.D.B.G.  
PROJECTS**

Tina Gradizzi, Director of Community and Economic Development explained the following information:

Public hearings were held regarding the City's 2024 CDBG application. As a result of these hearings the following tentative projects were being presented at tonight's meeting:

Administration  
Spot/Blight  
Sidewalk Replacement Program  
Rental Housing Renovation Project

Once the 2024 CDBG allocations are announced, the above projects will be presented for Council's approval to move forward with eligible projects on the application.

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

**MANAGER'S REPORT**

Tim Brennan, Public Works Director, presented the following Manager's Report for May 2024.

- Thanked the Shade Tree Commission and the St. Marys Elementary School for their Arbor Day Celebration which was held last month at Luhr Park.
- The Tree City USA flag has been waving over City Hall and will continue to do so for the month of June.
- Thanked the American Legion Post 103 for their Memorial Day celebration, and hoped next year, mother nature will be more cooperative.
- The camera system of the downtown area is completed with the grant being fulfilled.
- The 2022 City audit is completed and now the 2023 audit is being performed.
- Four families have been selected for the PA Remote Worker Program and are looking forward to their arrival in August.
- The Center Street Sidewalk Replacement Project is beginning this week, starting on the south side and eventually towards the North side.
- Street Department has been busy with ditching, roadside mowing, line painting, and possibly looking at mid to late July to start the oil and chipping of the city roads.
- Waiting on DCNR to approve the plans for the new Playland, so we can get that project to move forward.
- Diamond Street Park is getting closer to the installation of the new equipment received which is in partnership with Shiloh Presbyterian Church.
- Day camps at the community parks are in full swing.
- A grant was submitted to T-Mobile to enhance our security around our parks.
- City Hall will be closed on Thursday, July 4<sup>th</sup> in observance of Independence Day.

**TREASURER'S REPORT**

Tim Brennan, Public Works Director, provided the following Treasurer's Report for May 2024:

Total revenue for the General Fund as of 5/31/24 was \$4.4M or 49% of budget. For 2023 revenue was \$4.3M or 51% of budget and in May of 2022, revenue totaled 3.7M or 45% of budget. Total expenditures for the General Fund as of 5/31/24 were \$3.1M or 35% of budget. In 2023 expenses were \$3M or 36% of budget and

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for 2022 were \$2.7M or 33% of budget. As of May 31, 2024 86% of the current Real Estate Tax revenue has been collected. As of May 2023 it was 86% and for 2022, it was 89% collected. Earned Income Tax as of May 31, 2024 was at 24% of budget, for 2023 it was 24%, and for 2022 it was 24% of budget.

**LEGISLATIVE ACTION:**

Award of Bids:  
Washington St./Erie Ave.  
Sanitary Sewer Project

Tim Brennan explained bids were received via PennBid on Thursday, June 13 for the Washington St./Erie Ave. Sanitary Sewer Project. This is a sanitary and waterline combined project due to a common trench. An alternative bid for nighttime construction of the portion of the project along Erie Avenue from Lafayette Street to 4<sup>th</sup> Street was included on the bid tabulation sheet. After a brief discussion it was agreed the nighttime construction costs and inconvenience to the nearby residents was not necessary.

The bid results were as follows:

Bid Tabulation					
City of St. Marys - Erie Avenue and Washington Street Sanitary Sewer Replacement - Contract No. 2024-01A					
St. Marys Area Water Authority - Washington Street Waterline Replacement - Contract No. 2024-01B					
	Continental Construction, Inc.		M. O'Herron Company		Mortimers Excavating Inc.
<b>Base bid</b>					
Contract A	\$	2,464,599.35	\$	3,368,614.52	\$ 4,190,327.00
Contract B	\$	427,649.00	\$	379,914.00	\$ 517,525.00
<b>Total</b>			\$	3,748,528.52	\$ 4,707,852.00
<b>Alternate Bid</b>					
Contract A	\$	2,711,073.19	\$	3,368,614.52	\$ 4,190,327.00
Contract B	\$	470,413.90	\$	409,914.00	\$ 517,525.00
<b>Total</b>			\$	3,778,528.52	\$ 4,707,852.00

It was recommended to award the bid to Continental Construction, Inc.

Motion Passed

Nedward Jacob made a motion to award the Base Bid to Continental Construction, Contract A, in the amount of \$2.4 M, seconded by Anthony Gregory and all were in favor.

Benzinger Park Pathway Wehler Rd. Connector Project

Tim Brennan explained bids were opened for the Benzinger Park Pathway Wehler Road Connector Project on June 13, 2024. The scope of the bid consists of roadway widening along Wehler Road for the installation of a bike lane. There will also be an asphalt walking path constructed through the City owned lot to Benzinger Park's existing gravel lot along Fleming Road. Additional work includes installation of a large diameter culvert stream crossing, stormwater culverts and inlets. This project will be paid for by the City's allocation of ARPA funds.

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The following were the bid results:

R.J. Vollmer Excavating, Inc. \$212,643.10

St. Marys Paving, Inc. \$279,650.00

Dave Roman Excavating, Inc. \$346,689.00

It was recommended to award the bid to R.J. Vollmer Excavating, Inc.

Motion Passed

Stephen Bagley made a motion to award the bid as recommended, seconded by Shane Schneider and all were in favor.

Consider for adoption:  
Resolution No. 24-12 -  
Component 3s Small Flow  
Treatment Facility – 162 Jackson  
Rd.

Resolution No. 24-12 - Component 3s Small Flow Treatment Facility – 162 Jackson Rd. was presented for adoption.

Tim Brennan explained the approval of a Small Flow Treatment Facility requires a revision to the City’s Act 537 Plan via a Resolution. The property contains an existing single-family dwelling with a failed onlot sewage disposal system and is unsuitable for other acceptable systems. The approval will include a maintenance agreement between the property owner and the municipality to ensure the property owner is properly maintaining and operating the system. It will also require a deposit to be held in escrow for operation of the system and that the property owner or any future owner is responsible for any repairs or damage due to system failure.

Council questioned who would perform the inspections and Mr. Brennan stated he would research that information and notify Council.

Motion Passed

Shane Schneider made a motion to adopt Resolution No. 24-12, seconded by Jerome Sorg and all were in favor.

Unrestricted Fund Balance  
Transfer from General Fund to  
Capital Reserve Fund

Chuck Nunamaker, Finance Director, presented the following Unrestricted Fund Balance Transfer request:

City of Saint Marys  
Committing the Unrestricted Fund Balance For Year 2022

Fund Balance – Ending 12/31/2022– Audit  
Unassigned Unrestricted Fund Balance \$3,226,444  
Fund Balance Reserve - 20%

*This is the amount that stays in the General Fund and is used to pay for the expenditures before tax dollars are received. Amount allocated is 20% of the next year’s budget.*

(2024) (8,857,114 x 20%)

(\$1,771,423)

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Remaining Fund Balance to be committed or assigned \$1,455,021

Assigned:

OPEB Cost	None
Increase in Medical cost	None
Increase in Pension cost	None

Committed:

Capital Reserve Fund for capital projects	\$ 750,000
Unassigned remaining for future years	\$ 705,021

Motion Passed

Nedward Jacob made a motion to transfer \$750,000 from the Unrestricted Fund balance to the Capital Reserve Fund for Capital Projects, seconded by Jerome Sorg and all were in favor.

**TOPICS FOR DISCUSSION:**

There were no topics for discussion.

**CITIZEN COMMENTS ON  
NON-AGENDA TOPICS**

Christian Paulson requested Council consider redefining "weeds".

Rick Glover commented on solar panels.

**COUNCIL COMMENTS**

Council had the following comments:

They wished everyone a safe and Happy 4<sup>th</sup> of July  
They thanked Boy Scout Troop 99 for their attendance  
They thanked the Memorial Day parade spectators

Mayor Garner congratulated Solicitor Brennen on her recent engagement.

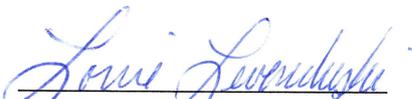
**ANNOUNCEMENTS**

Mayor Garner made the following announcements:

- The next regular Council meeting will be held on Monday, July 15, 2024 at 7:00 p.m.

**ADJOURNMENT**

Stephen Bagley made a motion to adjourn the meeting, seconded by Joseph Sarginger. Meeting adjourned at 7:51 p.m.

  
Recording Secretary

  
Mayor