

**CITY OF SAINT MARYS COUNCIL  
REGULAR MEETING**

**SEPTEMBER 16, 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, September 16, 2024, at 7:00 p.m. Notice of this meeting was sent to Council on September 12, 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, Stephen Bagley, Anthony Gregory, Joe Sarginger, City Manager Joseph Fleming, Solicitor Lauren Brennen, and Recording Secretary Lorrie Levenduski.

Jerome Sorg dialed in.

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

**VISITORS**

Cly Hornung, Thomas Kronenwetter, Richard Sadley, Warren Stewart, Joe James and Amy Cherry.

**APPROVAL OF MINUTES  
August 19, 2024 – Regular  
Meeting  
Motion Passed**

Nedward Jacob made a motion to approve the August 19, 2024 minutes, seconded by Shane Schneider and all were in favor.

**CITIZEN COMMENTS ON  
AGENDA TOPICS**

There were no citizen comments on agenda topics.

**MANAGER'S REPORT**

Manager Fleming presented the following Manager's Report for August 2024.

- “As we enter into the fall season, we are trying to wrap up projects for the year. We have been fortunate to have the great weather to continue the construction season.
- The new playground at Memorial Park is taking shape along with the construction of the Benzinger Park pathway. Once all the items are put in place at Memorial Park, the construction of the new items at Diamond Street Park will begin. I am thinking sometime in early October.
- The sewer replacement project has started on Washington Street. We did receive the permit from the railroad, but now we are waiting for the railroad's flagging company to start in the downtown area. Honestly, I am not sure how far we will get with the sewer project by the end of the construction season.

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- Oil and chipping is wrapping up for the year, and mill and fill will be beginning in the coming weeks. All of work is being directed towards the preparation of the Fall Fest which is happening this weekend as it is the biggest event for the City. With that being said, I am requesting residents and visitors to be mindful of where they are parking their vehicles. If your vehicle is parked on private property, please get the consent of the property owner. We receive calls every year pertaining to vehicles being on private property and it is up to the property owner on how they will proceed with the situation.
- The City will be accepting applications for the position of Executive Assistant until the end of the month. So far, we have received over 80 applications for this position.
- We are looking to close out the current audit in the coming month or so and we are in the process of formulating the 2025 Budget.
- I hope everyone has a great time this weekend at Fall Fest and it looks like the weather will be cooperative for the weekend.”

**TREASURER’S REPORT**

Manager Fleming, provided the following Treasurer’s Report for August 2024:

Total revenue for the general fund as of August 31<sup>st</sup>, 2024, was \$6.3 million or 70% of Budget, last year was \$6.3 million (74%) and 2022 was \$5.5 million (67%). Expenditures for the general fund as of August 31<sup>st</sup>, 2024, were \$5.9 million or (67%) of Budget, last year was \$4.9 million (58%) and 2022 was \$4.4 million (54%). Total real estate tax collections as of the end of August is at (96%) of budget, for 2023 it was (97%) and through August 2022 real estate collections were (96%) of budget. Earned Income Tax collected as of 8/31/24 was at (80%) of budget, in 2023 it was (85%) of budget and in 2022 EIT collections were at (67%) of budget. Even with the dip at the beginning of August Pension Plan accounts recovered and once again increased in August.

**LEGISLATIVE ACTION:**

Consider for adoption:  
**Ordinance No. 342** - Amending the Saint Marys City Code to add wording to Chapter 1, Part 5, § 507 Providing for monetary liability for repairs, removal, and

Ordinance No. 342 - Amending the Saint Marys City Code to add wording to Chapter 1, Part 5, § 507 Providing for monetary liability for repairs, removal, and replacement of Shade Trees removed or otherwise damaged without City and Commission approval was presented for adoption.

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replacement of Shade Trees removed or otherwise damaged without City and Commission approval

Joseph James stated his concerns with the legality of the ordinance and Solicitor Brennan responded we have a legal opinion that the ordinance is acceptable and has been adopted by multiple municipalities across Pennsylvania.

Motion Passed

Shane Schneider made a motion to adopt Ordinance No. 342, seconded by Stephen Bagley and all were in favor.

**Ordinance No. 343** - Submitting to a vote of the registered electors, a proposed amendment of the City Code Article XIV, § 1403 (f) to increase the current tax limit for community ambulance services and rescue squads from “not exceeding ½ mill” to “not exceeding 2 mills.”

Ordinance No. 343 - Submitting to a vote of the registered electors, a proposed amendment of the City Code Article XIV, § 1403 (f) to increase the current tax limit for community ambulance services and rescue squads from “not exceeding ½ mill” to “not exceeding 2 mills.” was presented for adoption.

Nedward Jacob made a motion to adopt Ordinance No. 343, seconded by Shane Schneider and all were in favor.

Motion Passed

Consider for adoption:  
**Resolution No. 24-17** – Supporting the Pennsylvania Commission for the United States Semi-quincentennial (AMERICA250PA)

Resolution No. 24-17 – Supporting the Pennsylvania Commission for the United States Semi-quincentennial (AMERICA250PA) was presented for adoption.

The Resolution gives the City’s endorsement to AMERICA250PA and their mission to educate, preserve, innovate and celebrate the 250<sup>th</sup> anniversary of the United States.

Motion Passed

Stephen Bagley made a motion to approve Resolution No. 24-17, seconded by Shane Schneider and all were in favor.

**Resolution No. 24-18** – Disposition of City records

Resolution No. 24-18 – Disposition of City records was presented for adoption.

Manager Fleming explained after an inventory of 3<sup>rd</sup> floor records, it was determined there were files eligible to be destroyed according to the Municipal Records Manual. Ex. Copies of Elk County Commissioner’s minutes from 1980’s.

Motion Passed

Shane Schneider made a motion to approve Resolution No. 24-18, seconded by Joe Sarginger and all were in favor.

**Resolution No. 24-19** – Strategic Management Planning grant application

Resolution No. 24-19 – Strategic Management Planning grant application was presented for adoption.

Tina Gradizzi explained the grant application in the amount of approximately \$80,000 and would provide strategic management

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planning for Parks and Recreation (review/redo of the pool feasibility study), Police (add additional surveillance cameras) and Public Works (assessment of storage facilities) departments.

Motion

Shane Schneider made a motion to approve Resolution No. 24-19.

Discussion

It was confirmed the recommendations were contained in the HRG plan for the above projects.

Tina Gradizzi explained previous studies contained various recommendations and the ability to apply for funding within a 5 year time frame.

Stephen Bagley questioned the need for a pool feasibility study since the revenue and expenditures already showed the pool was not profitable.

It was clarified the study was needed to apply for funding to repair and/or redo the pool.

Motion Passed

Anthony Gregory seconded the motion, and all were in favor.

**Award of Bid – Shawmut Park  
ADA benches**

Tina Gradizzi explained the City's Community and Economic Development Department requested quotes from three local companies for six – 4 foot, black, metal, powder-coated benches. These benches will be installed at Shawmut Park with ADA height requirements and will be, similar, to the benches around The Diamond and the Erie Avenue Pocket Park.

The quotes were requested, via email, on August 28, 2024, and were due Thursday September 5, 2024. The following quotes were received:

Pesce Metal Fabricating, Inc.

\$8,139.78

Dinsmore Welding and Fabrication, Inc.

\$23,220.00

Copies of the quotes were included for Council's review. It was recommended to accept the quote from Pesce Metal Fabricating, Inc. for the purchase and installation in the amount of \$8,139.78. Warren Stewart suggested the benches be the same as on the Diamond.

Motion

Shane Schneider made a motion to award the bid as recommended, seconded by Anthony Gregory.

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Roll Call Vote – Motion Passed      On a roll call vote, Shane Schneider, Anthony Gregory, Jerome Sorg and Mayor Garner voted in the positive. Nedward Jacob, Stephen Bagley and Joe Sarginger voted in the negative. Motion Passed 4 to 3.

**Approval of Environmental Review Procedures Plan**

Tina Gradizzi explained following a monitoring report with D.C.E.D., it was requested that an Environmental Review Procedures Plan for the administration of grant projects be prepared and approved by Council. She confirmed her department was already following this Plan.

Motion Passed

Anthony Gregory made a motion to approve the Environmental Review Procedures Plan, seconded by Shane Schneider and all were in favor.

**2025 Minimum Municipal Obligation (M.M.O.)**

2025 Minimum Municipal Obligation (M.M.O.'s)

Charles Nunamaker, Finance Director, presented the following information:

A copy of the 2025 M.M.O. reports for the pension funds was presented. This report is done every year. Act 205 requires that it be submitted and approved by the governing body of the City of St. Marys by September 30, 2024. The City is required to transfer the M.M.O. to the pension plans through the General Fund. The City receives State aid from the Commonwealth through ACT 205 to help cover this cost. Total requirement for the police pension is \$226,703 and for the non-uniformed employee's pension is \$148,620 or a total of \$375,323. This is an increase of \$11,941 from the total requirement for 2024. In 2023 the City received from ACT 205, \$352,866 to help fund the M.M.O. requirements. The City should receive the 2024 ACT 205 funding in late September-early October of this year.

A summary of the requirements for each year along with the amounts received from Act 205 and the City contributions was also presented.

Motion Passed

Nedward Jacob made a motion to approve the 2025 M.M.O. contributions, seconded by Stephen Bagley and all were in favor.

**TOPICS FOR DISCUSSION:  
Manager's Annual Evaluation**

Mayor Garner stated a committee was needed to perform the Annual Manager's Evaluation. He clarified that all of Council will complete the evaluation form, but the committee will present the Manager with the information.

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Jerome Sorg, Joe Sarginger and Shane Schneider were appointed to the Manager's Evaluation Committee.

**CITIZEN COMMENTS ON  
NON-AGENDA TOPICS**

Tom Kronenwetter explained his issue with the sidewalk at the intersection of Bruxelles St. and Sorg St. He explained the truck entering from Bruxelles St. onto Sorg street to go to the Straub Brewery are destroying his sidewalk.

Manager Fleming stated he would reach out to the PennDOT representative to explore any options.

Warren Stewart provided his comments on the memorial benches at Memorial Park and request an update on the future plans for the Shawmut Park.

Joe James provided his comments on his past history with the City.

**COUNCIL COMMENTS**

Council had the following comments:

Encouraged everyone to attend the upcoming Fall Festival at the Shawmut Park.

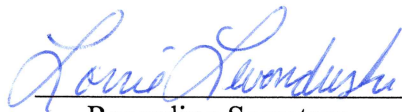
**ANNOUNCEMENTS**

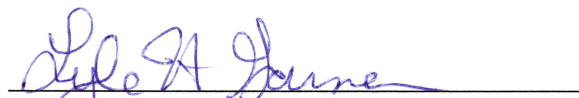
Mayor Garner made the following announcements:

- The next regular Council meeting will be held on Monday, October 21, 2024 at 7:00 p.m.
- "Trick or Treat" will be held on Thursday, October 31<sup>st</sup> from 6:00 p.m. to 8:00 p.m. by porchlight invitation only.

**ADJOURNMENT**

Stephen Bagley made a motion to adjourn the meeting, seconded by Nedward Jacob. Meeting adjourned at 8:10p.m.

  
Recording Secretary

  
Mayor