

**MINUTES
COUNCIL MEETING
7:00 PM**

**CITY OF OIL CITY
COUNCIL CHAMBERS
MAY 14, 2015**

Meeting called to order with the Pledge of Allegiance by Mrs. Crudo at 7:05 PM.

CALL TO ORDER

Members Present: Mayor Crudo, Councilman Bartlett, Councilman Gustafson, Councilman Dunham, Councilman Poff

ROLL CALL

Members Absent: None

Recording Secretary: Jena Knight

APPROVAL OF MINUTES

A motion to approve the minutes of the meeting of Council held April 23, 2015 was made by Council Dunham, seconded by Councilman Bartlett and was approved.

APPROVAL OF
MINUTES – REGULAR
MEETING – APRIL 23,
2015

REVISION OF AGENDA

SCHOOL LIAISON REPORT

WRITTEN COMMUNICATIONS

A letter was received from the Greater Oil City United Methodist Ministry requesting permission to use Justus Park on August 15, 2015 for a free children's fun fair. The fair would be held from 10:00 a.m. until 3:00 p.m. There will be games, food and beverages for the children. It is open to all community children. A certificate of insurance will be provided.

LETTER FROM
GREATER OIL CITY
UNITED METHODIST
MINISTRY
REQUESTING USE OF
JUSTUS PARK

A motion to approve the use of Justus Park for the children's fun fair was made by Councilman Gustafson, seconded by Councilman Poff and was unanimously approved.

A letter was received from the YMCA regarding the placement of a banner across East First Street to promote their triathlon. The banner would be hung on May 15, 2015

LETTER FROM YMCA
REQUESTING TO HANG
A BANNER

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and removed June 4, 2015. Jennifer Kissell from the YMCA was present and, when questioned about who will hang the banner, indicated that the Fire Department will hang the banner. The Y will be liable should the banner come loose.

A motion to approve the hanging of the banner was made by Councilman Bartlett, seconded by Councilman Gustafson and was unanimously approved.

A communique was received from Boy Scout of America Troop 17 requesting permission to use Hasson Park for two summer events. The first event is their Flag Retirement Ceremony that will take place on June 14, 2015. This is the 22nd year that the Boy Scouts have held this ceremony and approximately 10,000 flags have been retired.

REQUEST FROM BOY
SCOUT TROOP 17
REQUESTING USE OF
HASSON PARK FOR
TWO EVENTS

The second event will be the Scouts' annual "Dinner In The Park" which will take place on July 24 as part of the Oil Heritage Fest. They are requesting to use the main pavilion as they have done in the past. The time for the dinner will be 5:00 p.m. until 7:00 p.m.

Mayor Crudo indicated that both the flag retirement and the dinner are wonderful events and are well attended.

A motion to approve the use of Hasson Park for these events was made by Councilman Dunham, seconded by Councilman Gustafson and unanimously approved.

A letter was received from the YWCA regarding the YWCA Samuel Justus Summer Playground Program. Evan Basham was present and informed Council that the YWCA would like to use the Land of Laughter on Harriott Avenue and the Innis Street Playground from June 15 through July 17 for the annual program. This will be the 36th year that the summer programs have been offered to local children. Mr. Basham also informed Council that in the future the YWCA would like to have children from Rocky Grove and Franklin involved as well. The children will participate in arts & crafts, contests and sporting events. Mayor Crudo asked if the Mitchell Avenue Land of Laughter had been used in the past and Mr. Basham answered in the affirmative; however, there was not enough participation to warrant its use now.

LETTER FROM OIL
CITY YWCA SAMUEL
JUSTUS SUMMER
PLAYGROUND
PROGRAM
REQUESTING USE OF
TWO CITY
PLAYGROUNDS

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Councilman Bartlett praised the program and felt it was a good experience for the children of the community.

A motion to approve the use of the two playgrounds for the summer programs was made by Councilman Poff, seconded by Councilman Dunham and unanimously approved.

A letter was received from the YWCA regarding the YWCA Samuel Justus Summer Playground Program. This letter requested the use of the James A. Nelles Memorial Pool. The dates that they will use the pool are June 17 and 24, July 1, 8 and 15. They expect about 50 children to participate. Mayor Crudo asked about supervision of the children at the pool and Mr. Basham indicated that there will be four staff members present who are thoroughly trained. They will swim with the children. The children are required to have signed permission slips from their parents in order to participate in the program. The parents will provide the transportation.

LETTER FROM OIL
CITY YWCA SAMUEL
JUSTUS SUMMER
PLAYGROUND
PROGRAM
REQUESTING USE OF
JAMES A. NELLES
MEMORIAL POOL

A motion to approve the use of the swimming pool for the program was made by Councilman Bartlett, seconded by Councilman Gustafson and was unanimously approved.

A communique was received from Oil City Main Street regarding a Wine Walk in Oil City. It has been proposed that the walk will take place on September 11, 2015 and will be held in the Northside Business District. The walk will alternate from year to year between the Northside and Southside of town. The time of the walk will be from 5:00 p.m. until 8:00 p.m. and will coincide with an Art Exhibition Opening and a Friday Night Concert.

REQUEST FROM OIL
CITY MAIN STREET
PROGRAM
REGARDING A WINE
WALK

Sufana Chowdhury and Hope Lineman were present to provide information regarding the walk. Ms. Chowdhury indicated that Oil City is the only town in a 25 mile radius that has no wine walk. She indicated that the wine tasting will take place only inside the participating venues.

Chief Wenner has looked into this event and indicates that all appears to be in order. Insurance will be obtained and the participating wineries will provide copies of their LCB permits. Markers will be set and a site for designated drivers will be provided.

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A motion to approve the wine walk was made by Councilman Gustafson, seconded by Councilman Poff and was unanimously approved.

A letter was received from Oil City Main Street requesting the use of the Town Square to feature "Music on the Square." This event will be held on June 5, July 17 and August 7, 2015. Acoustic music will be provided on those days from 7:00 p.m. until 9:00 p.m. Oil City Main Street is requesting that the City provide a stage, close Sycamore Street during the event and provide a police presence during the event.

**REQUEST FROM OIL
CITY MAIN STREET
PROGRAM
REQUESTING USE OF
THE TOWN SQUARE
FOR CONCERTS**

Hope Lineman was present representing Oil City Main Street and indicated that they are working with the Oil City Arts Council to ensure that there are no competing events on those days. They are also communicating with restaurants and various businesses to provide services.

They have received permission from the Oil City Redevelopment Authority to hold the event. Chief Wenner has also indicated that he sees no problem with holding the events.

A motion to approve the request of Oil City Main Street for these concerts was made by Councilman Dunham, seconded by Councilman Poff and was unanimously approved.

A communique was received from Libby Williams of the Oil City Arts Council requesting the use of Justus Park and the closure of Seneca Street for the Eighth Annual Indie Festival. This will be held June 12 and June 13, 2015. Mrs. Williams requests that Seneca Street be closed on June 13 from 4:00 p.m. until 2:00 a.m., the use of the City's stage and trash receptacles be provided. Also on June 13, Justus Park will be utilized for the event.

**REQUEST FROM OIL
CITY ARTS COUNCIL
REGARDING 8TH
ANNUAL INDIE FEST**

Mayor Crudo indicated that there has been a great turnout every year and that the music is always very good. Councilman Gustafson enjoys having the street closed off for events such as this because he likes the close atmosphere.

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A motion to approve this request was made by Councilman Dunham, seconded by Councilman Poff and unanimously approved.

CITY MANAGER REPORTS

Mr. Nelles informed Council and the audience that May 15, 2015 will be the City's E-Waste Pick Up Day. It will be held from 8:00 a.m. until 2:00 p.m. at the City Garage on Regan Drive. Residents are encouraged to take their old televisions, computers, printers, mice, radios, etc. Mr. Nelles also indicated that the clean-up day which was held on May 8 was a success. Several dumpsters were filled with trees, household trash and scrap metals.

Mr. Nelles said that the pool will be prepared for summer opening day next week. Opening day for the pool will be June 7 and it will close on August 22. Also in keeping with the pool, the City has received a grant to make renovations to the bath house and to make it ADA compliant. The renovations will take place next year. Mr. Nelles said that the City has received \$27,965.00 in donations for the pool, with a goal of \$30,000.00. He would like to see more funds come in to make that goal.

Mr. Nelles informed Council and the audience that the City is looking at a third-party administrator to take over sewer and water operations. More information will follow over the next few months.

Mr. Nelles also indicated that the Code Office is checking for high grass in the City. Residents are urged to keep their grass cut or citations will be issued. Also, residents are urged to keep their properties cleaned up with no trash or building materials scattered about.

Mr. Nelles indicated that IBEW union negotiations will commence on May 21. He would like to see the contract negotiated in a timely manner.

CURRENT BUSINESS

Kristin Arendash of the Community Development Department presented a memo indicating that the City must

APPROVAL OF
EXCESSIVE FORCE

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approve two policies in order to receive CDBG funds. The first policy is an Excessive Force Policy and states that the City will not use excessive force against individuals involved in nonviolent civil rights demonstrations and will enforce applicable state and local laws regarding such demonstrations. The wording in this document is adopted from samples provided by the DCED and other municipalities.

**AND CONFLICT OF
INTEREST/INTEGRITY
POLICIES**

A motion to approve this policy was made by Councilman Bartlett, seconded by Councilman Dunham and was unanimously approved.

The second policy is a Conflict of Interest/Integrity Policy. This policy states that employees, agents, and representatives of the City will act in good faith and ethically regarding the use of federal funds, specifically in regard to contracting, personal financial interest and financial management. The wording for this policy is adopted from samples provided by DCED and the County of Venango.

A motion to approve this policy was made by Councilman Gustafson, seconded by Councilman, Dunham and was unanimously approved.

Peggy Stroupe and Deb Schumacher of the Lifelong Learning Center (the former Literacy Council) were present to give an overview of the services which are provided by the Lifelong Learning Center. They offer many services, to include adult education, GED testing and tutoring, computer training and "skills for success." They are also a testing site for technical, nursing, and computer competency testings.

Mrs. Stroupe and Mrs. Schumacher wanted to make people aware of their location in the Innovation Center at the Oil City Industrial Park and would like to have more signs placed to announce their location. They are on some of the social media sites and information can be obtained via their website: mylifelonglearning.weebly.com.

The Mayor and Council thanked Mrs. Stroupe and Mrs. Schumacher for attending the meeting and informing them and the audience of their services.

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A reappointment to the Library Commission was acted upon for Library Commissioner Nancy Clemente. Mrs. Clemente was appointed last year to fill the spot of a commissioner who resigned. Mrs. Clemente is the librarian for Clarion University Venango Campus. Oil City Library Director Dan Flaherty recommends reappointment of Mrs. Clemente as she is a very active member of the Commission and her professionalism is very much appreciated.

**REAPPOINTMENT TO
THE LIBRARY
COMMISSION**

A motion to approve this reappointment was made by Councilman Gustafson, seconded by Councilman Bartlett and was unanimously approved.

**FISCAL, CONTRACTUAL, AND BUDGETARY
TRANSFERS**

The following Vouchers were presented for Council's review and approval:

Library Books & Materials	\$ 5,282.46
Oil Creek District Library	8,563.37
General Fund	475,698.49
Water & Sewer Account	192,053.15
Investment Account	50,000.00
Capital Reserve Account	3,399.73
Liquid Fuels Tax Fund	61,763.02
Arts Council	12,426.88
Payroll Account	80,089.56
Parking Revenue Account	800.00
Utility Deposit Escrow Account	82.55
Water & Sewer Projects	47,314.81
Industrial Park	29,298.14
Weed and Seed	79.90

VOUCHERS

A motion to approve the Vouchers as presented was made by Councilman Dunham, seconded by Councilman Gustafson and was unanimously approved.

An Agreement and Release was discussed between the City and Michael and Deborah Mitchell of 341 Allegheny Avenue, Oil City. This agreement deals with moving a curb ramp from in front of their residence to a location in a

**AGREEMENT AND
RELEASE BETWEEN
THE CITY AND
MICHAEL AND**

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former driveway entrance. They have another driveway and garage and no longer use this driveway which was the access to a former garage which has been torn down. PennDOT suggested that the City have a release from the Mitchells. City Engineer Chris Sporer recommends the approval of the Agreement and Release.

DEBORAH MITCHELL

A motion to approve the agreement was made by Councilman Gustafson, seconded by Councilman Dunham and was unanimously approved.

A Municipal Police Cooperation Agreement DUI Task Force was discussed. This agreement allows for those participating municipalities' police officers to enforce DUI laws in other municipalities or in conjunction with County personnel. This is an annual agreement. Councilman Gustafson likes the fact that the municipalities are working together.

MUNICIPAL POLICE
COOPERATION
AGREEMENT DUI
TASK FORCE

A motion to approve this agreement was made by Councilman Dunham, seconded by Councilman Bartlett and was unanimously approved.

City Engineer Christina Sporer asked for permission to award Resurfacing Contract #2015-02. Two bids were received and the low bidder was IA Construction Corp. of Franklin, PA with a total amount of \$156,614.25. Ms. Sporer recommends awarding the contract to IA Construction. Councilman Gustafson inquired about when the work would be done and Ms. Sporer replied that she is not sure, but had given a deadline of August. CDBG funds will be used for the work.

AWARD OF
RESURFACING BID

A motion to approve the award was made by Councilman Dunham, seconded by Councilman Gustafson and was unanimously approved.

RESOLUTIONS & ORDINANCES

Council Bill #2125 had a first reading and it is regarding amending sanitary sewage rates. City Engineer Christina Sporer indicated that the City used to bill for sewage based on water meter readings and by ordinance passed in 2009. These new rates began in 2010 and were for tributary customers only. The rates have not been raised since then. Cranberry Township and Cornplanter Township are

COUNCIL BILL #2125 –
ESTABLISHING A
REVISED SCHEDULE
OF RATES FOR
SANITARY SEWAGE
FURNISHED AND
PROVIDED WITHIN OR

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**OUTSIDE OF THE CITY
– FIRST READING**

included in this category for an increase. With this new ordinance, tributary customers will now pay what City customers are currently paying and have been paying since 2009. No new agreement with either Cranberry or Cornplanter Township has been concluded since the mediation agreement and the City's sewer system costs have continued to rise. Consequently, this rate increase is needed to maintain fairness for all sewer customers. The rates may change in the future due to change in flows, etc.

Tom Hartwig from Arcadis was present to speak to Council and the audience how the EDU rate was calculated. It is generally defined volumetrically. He confirmed all that Ms. Sporer indicated above and the amount has been revised to reflect all wastewater contributions from the tributary communities to the Oil City system.

Councilman Bartlett asked what the City is billing to its customers and Ms. Sporer indicated that City customers pay about \$22.00 per month for sewer services and residents pay less. Cranberry and Cornplanter Townships are billed just over \$15.00 per month and they can charge whatever additional amount they want to. The townships don't pay for the City's collection system – just what they use. It will go up to be about \$19.80 per EDU per month. The City gets information from the townships as new businesses, houses, etc. are built in order to charge properly.

A motion to approve the First Reading of Council Bill #2125 was made by Councilman Bartlett, seconded by Councilman Dunham and was unanimously approved.

Resolution #2015-07 – Appointing a Fair Housing and Equal Opportunity Officer for the City of Oil City

Councilman Gustafson indicated that Rick Cook has been the Fair Housing Officer for many years and as this resolution is proposing, he will remain in this position for the next year. Kristin Arendash of the Community Development Office indicated that a resolution will have to be prepared every year in order to receive CDBG funding.

A motion to approve this resolution was made by Councilman Gustafson, seconded by Councilman Poff and was unanimously approved.

**RESOLUTION 2015-07 –
APPOINTING A FAIR
HOUSING AND EQUAL
OPPORTUNITY
OFFICER FOR THE
CITY**

PUBLIC COMMENTS

Joe Brown of 305 Spruce Street wanted to speak before Council to let them know of a problem the residents there have. He indicates that Spruce Street is very narrow and is a single-lane street. Mr. Brown's vehicles have been involved in three hit and run incidents. He tried to chase down the vehicle(s) involved, to no avail. His next door neighbor's house was hit by a vehicle as well. Another house was also hit. He does not see police cars in the area until something happens and the police show up to take a report. He said that people drive very recklessly at all hours of the day and night. Mayor Crudo asked where on Spruce Street he lives and he said it is near the Assumption Church. The Mayor is sorry he's having problems in that area. She knows, from experience, that the area is sometimes hard to navigate due to the narrowness of the street and the way vehicles park. She also asked Mr. Brown if he had spoken with Chief Wenner and he said that he has. Chief Wenner called him just recently and Mr. Brown voiced his concern and would like some advice as to what to do. Mr. Brown just purchased a four-camera surveillance system in order to try to get plate numbers for vehicles involved. Mayor Crudo said that she's sorry he has to go that extreme to try to get things done.

Chief Wenner commented that he's aware of the situation and that patrols do go through that area of town. Also, down the street there is a drug house and impaired drivers come from that house. The Chief and his department are working on this situation. Mayor Crudo is hopeful that this will be improved soon.

Mr. Brown also asked if there was a possibility that speed bumps be placed on some streets. Mayor Crudo asked Mr. Nelles if that is a possibility. Mr. Nelles said there are some problems with them, such as noise, vehicle damage due to bouncing, etc. It can be looked into, but is not recommended. Mayor Crudo informed Mr. Brown that some checking will be done to see what can remedy the situation.

Donald Rudge from the Greater Oil City United Methodist Ministry was present and thanked Council for granting permission to use Justus Park for their fun fair.

CITY COUNCIL REPORTS/COMMENTS

Mayor Crudo presented a proclamation to Chief Wenner to commemorate National Police Week which is this week. She thanked the police for their hard work.

Mayor Crudo also indicated that she will be present tomorrow at Bandstand Park in Franklin for a ceremony to honor deceased police and fire personnel. It will begin at 4:30 p.m. and she urges a good attendance.

Mayor Crudo has a “job” for Councilman Dunham. She would like him to look into fiber optics and the county is looking into working with it as well. She feels that Councilman Dunham, since this is in his line of work, could look into this and inform Council of any details upcoming.

Mayor Crudo indicated that she had been to Harrisburg with representatives from the County to meet with people from the governor’s office. This was to try to get support for the RACP application to get the parking ramp demolished and the County’s transportation hub constructed. Judy Barrett and Karen Clark from the County attended, as well as County Commissioner Tim Brooks. She felt that it was a successful trip. Although there are no guarantees, it was indicated that the application from the County was very strong and it is being looked at very closely.

Councilman Gustafson wanted to remind all that Tuesday, May 19 is election day and go out and vote.

EXECUTIVE SESSION

An Executive Session was held prior to the Regular Meeting at 6:00 p.m. and ended at 6:59 p.m. to discuss property and legal matters.

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ADJOURNMENT

There being no further business to come before Council, a motion to adjourn the meeting at 8:50 p.m. was made by Councilman Dunham, seconded by Councilman Poff. Motion approved.

ADJOURNMENT

PERSONS IN ATTENDANCE

Jill Harry, The Derrick
Christina Sporer, Staff
Kristin Arendash, Staff
Bob Wenner, Staff
Jason Herman, Staff
Steve Hinds, Staff
Dan Flaherty, Staff
Curt Greene, Staff
Howard Faunce, Staff
Jan Ruditis, Staff
Bill Moon
Flavius Galiber
Donald Rudge
Jen Kissell
Robert Reardon
Sufana Chowdhury
Hope Lineman
Peggy Stroupe
Joe Brown, Jr.
Larry Lineman


APPROVED BY COUNCIL THIS

28th

DAY OF

May

, 2015

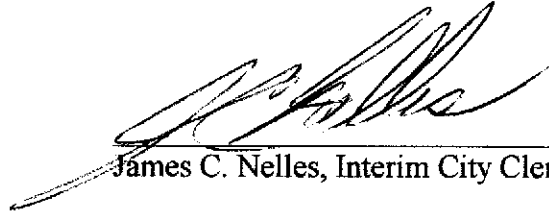


Barbara F. Crudo, Mayor

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I hereby certify the foregoing to be a true and correct copy of the minutes of the Council meeting of May 14, 2015.



James C. Nelles, Interim City Clerk