

**Marietta Borough Council
Minutes of Meeting held January 14, 2020
113 East Market Street, Marietta, PA**

President Mazis with Council members Marsh, Carroll-Baltozer, States, McKinney, and Solicitor Harter present called the regularly scheduled monthly meeting of the Marietta Borough Council to order at 7:03 PM. Absent from the meeting was Council member Dalzell and Mayor Kulman. The meeting opened with a moment of silence followed by the pledge of allegiance.

PUBLIC COMMENT

Bev Kreider – speaking on behalf of MABA – Their mission is to combine merchants in the surrounding areas to form a coalition of interested parties to pool their resources to sponsor projects and programs that cover these three areas; economic, physical, and social prosperity of the Marietta area. Last year they had four committees; Marietta Day Committee, Economic Committee, Physical Committee, and Social & Prosperity Committee. This year Marietta Day will be on May 9th. Bev went over what the committees have been working on.

Carl Jones – West Market St. – Carl would like to know if the community House will be filling in the areas where the trees have been taken down. Karen Sullivan stated that they will be filling them in with mulch. Carl also asked why they changed the church into the Union Meeting House and put a sidewalk in and disturbed the graves. Council member States stated that this has not been a church for many years and they hold events in the Union Meeting House. There was an extensive study done when they replaced the sidewalk where it originally was and to bring the building into ADA compliance.

President Mazis closed public comment.

MINUTES FOR APPROVAL

President Mazis asked for a motion to approve the December council meeting minutes. Council member Marsh made a motion to approve the December council minutes with a second by Council member McKinney. Motion carries unanimously by voice vote. President Mazis asked for a motion to approve the January Reorganization meeting minutes. Council member States made a motion to approve the January reorganization meeting minutes with a second by Council member Marsh. Motion carries unanimously by voice vote.

ANNOUNCEMENTS

No announcements at this time.

REPORTS

Fire Police/EMA – Steve Bailey – They had a total for December of 15 calls, 46 officers, and 110 duty hours. The yearly total was 163 calls, 441 officers, and 1,204 ½ duty hours. Manpower is down and calls are up; they only have seven members at this point. Anyone who would like to volunteer to join them is urged to do so. Their vehicle is stocked and ready for service. He has done several trainings through the County and has volunteered to be the river ice watcher program for the season.

Pioneer Fire Company – Brandon Smith – They ran fourteen (14) fire calls and twelve (12) QRS calls for a total of twenty-six (26) calls for December. The total for the year that they ran is one-

hundred sixty-eight (168) fire calls and one-hundred forty-nine QRS calls for a total of three-hundred seventeen (317) calls. They are also looking for volunteers.

Pioneer Fire Company Financial Statement – Jeffery Marsh – Council Marsh stated that the balance as of December 23, 2019 was \$20,301.08. Council member Marsh made the motion to accept the report as presented with a second by Council member McKinney. Motion carries unanimously by voice vote. Secretary Bradnick stated that the fire company returned a check to Marietta a check in the amount of \$5,957.93. The Fire Company Fire Tax Checking that is held at the Borough transferred over \$25,192.39. Currently they have a total of \$44,082.03 in the Fire Tax Savings account which is earmarked towards the truck fund.

Sewer –Freddy States – Council member States report was dated December 2019. The sewer fund has a savings account balance of \$150,299.08 and a checking account balance of \$2,773.14. Council member States motioned to accept the report as presented with a second by Council member Marsh. Motion carries unanimously by voice vote.

Recycling –Freddy States – No report was presented due to office did not receive the information.

Treasurer – Sharon Bradnick - The General Fund Monthly Breakdown dated December 10, 2019. The total general fund accounts are \$887,317.22. Council member States motioned to approve the report as presented with a second by Council member McKinney. Motion carries unanimously by voice vote.

Secretary – Sharon Bradnick – Bradnick stated that we need to have it in our minutes recording who the signers are for our Northwest Bank accounts and BB&T Bank accounts. The designated signers on the account are our secretary/treasurer, assistant secretary, president of council and vice president of council. Currently these positions are held by Sharon Bradnick, Secretary/Treasurer, Ronda Ney, Assistant Secretary, Glen Mazis, President, and Fredrick States, Vice President. Council member Carroll-Baltozer made a motion to approve these positions as signers with a second by Council member McKinney. Motion carries unanimously by voice vote.

Mayor’s Report - Harold Kulman – Mayor Kulman was absent from the meeting and no report was given.

STANDING COMMITTEE REPORTS

Administrative – President Mazis

President Mazis stated we had a good discussion with the fire company. They reached out to the Fire Institute to set up an audit. They discovered that they are not a free agency, but are a private company and charge for their services. They also specialize in educational seminars and not doing audits. The committee cited what a good job that the Zoning Officer is doing. We need to do an inventory of our stop signs to see which ones are lacking an ordinance and which ordinances for stop signs have not been implemented.

President Mazis asked for a motion to accept Rob Shambaugh’s resignation. Council member States made the motion to accept the resignation with a second by Council member Carroll. Motion carries unanimously by voice vote.

President Mazis stated that we received three bid proposals for the G-3 engineering design. Our solicitor looked over the bids and did a comparison sheet. The bids came in from Land Studies,

ARRO, and SSM. Solicitor Harter explained the bids. The bids are for design work and do not fall under the bidding process as professional services and the council is not required to pick the lowest. President Mazis pointed out how Land Studies had been involved in several grants leading up to this one and knew intimately the details of the project. After further discussion Council member States made a motion to accept the bid from Land Studies with a second by Council member Marsh. Motion carries unanimously by voice vote.

President Mazis stated that when we were about to close the C2P2 Grant, they offered the opportunity to apply for supplemental funding. Before we close this grant out, we want to keep moving forward to have a master plan done for the Tot lot, Front Street Parks, and the Chestnut Street Park. It was explained that when you get one grant and then another you get in this flow of grants and this process allows us to then pursue a long range of projections. The granting agency's look at whether we have projects shovel ready. Council member McKinney made the motion to submit for the supplemental \$10,000 on the C2P2 Grant with a second by Council member States. Motion carries unanimously by voice vote. Council member Carrol-Baltozer asked whether this was a wise investment of Borough funds, and President Mazis explained that we had obtained this series of grants using previous grants as matches and had multiplied the Borough's investment significantly by doing so.

Secretary Bradnick explained that we had a stormwater runoff study done through the NFWF Grant and one of the areas is from Route 441 which runs through GSK and Donegal Mutual into Evans Run. This runoff area is to be redone to limit the runoff. The Growing Greener Grant is being applied for by East Donegal Township. We both can't apply for it. We need to have an Intergovernmental Agreement with East Donegal Township showing that we are working together and it would fulfill our MS4 obligation. GSK and Donegal Mutual filled out the form that they are on board with allowing the municipalities to come in and do the work to improve Evans Run. Each company may be donating money towards the project but we do not know the exact amount at this time. If the companies don't donate towards the project; each municipality would need to come up with \$20,000. Council member Marsh made a motion to enter into an Intergovernmental Agreement with East Donegal Township on the Growing Greener Grant with a second by Council member States. Motion carries unanimously by voice vote.

President Mazis stated that in the packets are the Expectations for Council Persons/Best Practices that was passed last year. He asked members to please stop into the Borough office once a week to see what is going on. Also, make sure you pick up your packets the Friday before the Council meeting so you know what is going on. If the chair person could send him an email at the end of the month with a few bullet stating what the committee is currently what on and what is anticipated as the next projects. He stated that this practice would help with the function of supervising the committees.

Solicitor Harter distributed in each packet an article that details the Responsibilities of Borough Council, Role of the Borough Solicitor, the Role of the Secretary, the Ethics Act, and the Right to Know Law and Sunshine Act. This is good resource for you.

Planning/Zoning/Environmental – Bill Dalzell

Council member Dalzell was absent from the meeting. Council member States went over the things that were discussed during the Planning Commission meeting. The Lancaster Bicycle is being submitted by Bill and is due by January 31st.

Public Outreach – Rebecca Carroll-Baltozer

Council member Carroll-Baltozer stated they are going to be creating an agenda with four buckets to focus on, the Traveler, Public Feedback, Events, and the Website/social media. We need to make sure we use the Traveler for a voice to communicate with the citizens. They spoke about events that are already being held in the Borough and being a part of new things, maintaining our website, and exploring the social media policy and how that works.

President Mazis stated that he remembered what he wanted to say earlier. It makes more sense to have Public Outreach cover Parks and Recreation instead of being part of the Public Works committee, which has a lot to oversee with the streets and other projects. He asked for a motion to move the responsibilities of the Parks and Recreation portion over to Public Outreach. Council member States made the motion to move Parks and Recreation to Public Outreach with a second by Council member McKinney. Motion carries unanimously by voice vote.

Council member Carroll-Baltozer stated that we received an event application for the Memorial Day Parade. Council member States made the motion to approve the application for the Memorial Day Parade with a second by Council member McKinney. Motion carries unanimously by voice vote.

President Mazis asked that the Zoning Officer present his yearend report. Tom stated that we did 44 permits for 2019 totaling approximately \$12,306.88. He has been involved with two court cases involving a car repair facility on East Market Street. He has attended a Zoning class at Albright College. On January 12th the Property Maintenance Code has come into effect, having been passed by Council 60 days prior to that date. This will allow more power when dealing with Property Maintenance issues. He will be doing sweeps more often in the Borough to help keep things cleaned up within the Borough. He encourages both Council and Citizens to contact him with any issues or concerns.

Public Safety – Jeffery Marsh

Council member Marsh stated that his first meeting is January 23rd at 7:00 PM.

Public Works – Freddy States

Council member States stated the bridge over Evans Run cost \$4,354.36. They spoke about street projects and what they are looking to do. We will have \$207,203.43 in liquid fuels money to spend on projects. We may use some of this money for a match for Furnace Road and Donegal Place. We would like to look at putting millings down in Prospect Alley this year. We also want to look into crack sealing this year also. They would like to look for a used roller. We will want a bigger mower eventually. They discussed the free meter parking between Thanksgiving and New Years. They would like to have that changed.

Council member States made a motion to have our Solicitor look into changing the ordinance from free metered parking between Thanksgiving and New Years with a second by Council member Carroll-Baltozer. Motion carries unanimously by voice vote.

Council member States stated that they want to look into having the cherry trees trimmed back along Front Street and will consult about best practices for doing so. They also talked about parking possibilities for incentivizing owners to use the back of their properties for parking as overflow from Market Street.

SPECIAL COMMITTEE REPORTS

JOINT SEWER AUTHORITY – Jeffery Marsh – They are up to full staff and everything is running

smoothly.

NWRT Committee – Glen Mazis – There was no meeting last month.

C2P2 Committee – Glen Mazis – This was already discussed.

OLD BUSINESS

President Mazis said we spoke about Jeff being the alternate to the police commission and the chair for the sewer authority at last week's Reorganization Meeting, but we never voted on it. Council member Carroll-Baltozer made a motion to have Jeffery Marsh serve as the alternate to the police commission and our representative for the Joint Sewer Authority with a second by Council member States. Motion carries unanimously by voice vote.

NEW BUSINESS

President Mazis stated that the Planning Commission and PZE have been working on the amendments for the Zoning Ordinance and are in the packets. Please look over this document in order to discuss it next month. Also, please look over the Comprehensive Park Plan that was sent to you by email with the last section printed out in your packets, which details the recommendations. We need to adopt this at the next month meeting.

PUBLIC COMMENT

No public comment.

There being no further business to come before Council, on a motion by Council member Carroll-Baltozer with a second by Council member McKinney the meeting adjourned at 8:53 PM.

BOROUGH SEAL

Respectfully submitted,

Sharon L. Bradnick
Secretary/Treasurer