

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
JULY 23, 2015**

Meeting called to order with the Pledge of Allegiance by Mrs. Crudo at 4:30 PM.

CALL TO ORDER

Members Present: Mayor Crudo, Councilman Bartlett, Councilman Gustafson, Councilman Poff, Councilman Dunham (late arrival)

ROLL CALL

Members Absent: None

Recording Secretary: Jena Knight

**APPROVAL OF MINUTES**

A motion to approve the minutes of the meeting of Council held July 9, 2015 was made by Council Bartlett, seconded by Councilman Gustafson and was approved.

APPROVAL OF  
MINUTES – REGULAR  
MEETING – JULY 9,  
2015

A motion to approve the minutes of the special meeting of Council held July 16, 2015 was made by Councilman Gustafson, seconded by Councilman Poff and was approved.

APPROVAL OF MINUES  
– SPECIAL MEETING –  
JULY 16, 2015

**REVISION OF AGENDA**

**SCHOOL LIAISON REPORT**

**WRITTEN COMMUNICATIONS**

A letter was received from Grace United Methodist Church requesting permission to hold two events and use the municipal parking lot behind the church. The first event will be a Banana Split Extravaganza to be held July 29, 2015. The lot will be closed from 5:00 until 8:00 p.m. The second event, a carnival, will be held on August 19, 2015 with the lot to be closed from 5:00 until 8:30 p.m. A certificate of insurance has been provided by the Church for both events.

LETTER FROM GRACE  
UM CHURCH  
REQUESTING USE OF  
PARKING LOT FOR  
TWO EVENTS

A motion to approve the two events was made by Councilman Bartlett, seconded by Councilman Poff and was approved.

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A letter was received from A Positive Direction for Oil City requesting use of the Central Avenue Plaza for its third annual gathering. The event will be held on October 10, 2015 from 7:00 a.m. until 7:00 p.m.

LETTER FROM A  
POSITIVE DIRECTION  
FOR OIL CITY  
REQUESTING USE OF  
PARKING LOT &  
CENTRAL AVENUE  
PLAZA FOR AN EVENT

Flavius Galiber from A Positive Direction was present to speak about the event and indicated that they would like to have the bottom of Central Avenue blocked off and would like to use the municipal lot next to First United National Bank. A question was raised as to the FUN Bank parking lot and the fact that it is owned by the bank. Mr. Galiber indicated that he will ask the bank's permission to use the lot.

A motion to approve the event was made by Councilman Gustafson, seconded by Councilman Bartlett and was approved.

A letter was hand-delivered at the start of the meeting by Trish McKissick of the Oil City Elks Lodge #344 requesting approval for the lodge to hold its annual pool party. The "End of the Summer Pool Party 2015" will be held at the municipal pool on August 15, 2015 from 3:00 p.m. until 6:00 p.m. Ms. McKissick indicated that this is the fourth year for the pool party, paid for through an Elks National Foundation Promise Grant of \$2,500.00. This is an additional \$500.00 from past years and will entitle each child to receive a free hot dog and beverage, as well as admission to the pool. The party is open to the first 300 youth of the area, age infant to 16. Prizes will be given away as well. Gail O'Neil is the City's liaison for the pool party.

LETTER FROM OIL  
CITY ELKS CLUB  
REQUESTING USE OF  
MUNICIPAL POOL FOR  
CHILDREN'S POOL  
PARTY

Mayor Crudo thanked the Lodge for its efforts benefitting area children. Councilman Bartlett also lauded the Lodge, indicating that it is always a great event for all of the kids.

A motion to approve this event was made by Councilman Poff, seconded by Councilman Bartlett and was approved.

**MANAGER REPORTS**

Mr. Schroyer informed Council that he held his first staff meeting this morning and all went well.

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He also stated that he and Howard Faunce took a drive around the City and he is encouraged by what he saw.

**CURRENT BUSINESS**

Councilman Bartlett has been in communication with Geoff Bristow of the Dept. of Environmental Protection regarding the rate increases for electric services. City street lighting costs have increased by \$28,000.00 per year with the new rates. It is possible that switching to LED lighting could reduce the City's electric bill for the street lights by \$43,000.00. Councilman Bartlett also indicated that there are some street lights in alleys throughout the City that may not be deemed as "security lighting" and perhaps should be removed.

**CITY STREET  
LIGHTING STUDY**

Mr. Schroyer asked if Council would like a representative from Penelec to be present at the next Council meeting to share whatever options may be available to alleviate the high lighting costs. The answer was yes and Mr. Schroyer will contact Penelec to secure someone for the meeting.

**FISCAL, CONTRACTUAL, AND BUDGETARY  
TRANSFERS**

A license agreement with the Dept. of Environmental Protection was discussed regarding the replacement of a waterline along the Wye Bridge. City Engineer Chris Sporer was present and informed Council that a leaking waterline which runs under the river needs to be replaced. It is proposed that the line be placed on top of the deck of the Wye Bridge where the tracks have been removed. The railroad has been contacted and has given its approval to proceed, as has the Fish and Boat Commission.

**LICENSE AGREEMENT  
WITH PA DEPT OF  
ENVIRONMENTAL  
PROTECTION**

The license agreement is one step in the process of replacing the waterline and Ms. Sporer recommends approving this agreement. Also, in connection with this agreement, there is a Resolution on today's agenda for Council's approval approving the license agreement.

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

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

**VOUCHERS**

Library Books & Materials	\$ 533.92
Oil Creek District Library	2,755.94
General Fund	244,920.55
Water & Sewer Account	75,206.12
Capital Reserve Account	202.81
Liquid Fuels Tax Fund	9,556.78
Arts Council	1,404.82
Payroll Account	4,021.53
Utility Deposit Escrow Account	320.78
Small Communities Program	54,722.72
Industrial Park	512.91
Main Street	6,325.35

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

The monthly financial reports for June 2015 were reviewed. Mayor Crudo was pleased to see that the financial reports are up-to-date now.

**JUNE 2015 FINANCIAL  
REPORTS**

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

Mr. Schroyer informed Council that the Liquid Fuels auditors were at City Hall this week. This was the first audit that they have done in about three years. All went well with the audit. There was only one finding.

**AUDIT COMMENTS**

He also informed Council that the final audit for 2014 has been completed and is in a draft form. A representative from the auditing firm, Mark Turnley & Associates, will be present at a future Council meeting to answer any questions about the audit.

A request to award electrical improvement work at Justus Park was discussed. Kristin Arendash, Community Development Director, was present to speak about and to recommend the award of the electric work. She informed

**AWARD OF  
ELECTRICAL  
IMPROVEMENT WORK  
AT JUSTUS PARK**

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Council that this is the second phase of the security and electrical improvements under the 2013 CDBG grant. The security portion has been completed.

Snyder Electric designed and discussed the installation of an additional electrical box to provide more outlets in better locations of the park. The total cost of the project is \$9,465.00. Due to the fact that the cost of the project is under \$10,300.00, a formal bidding process is not required.

Ms. Arendash recommended that the award of the project be made. There will be \$150.00 left over for another project.

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

**RESOLUTIONS & ORDINANCES**

Resolution #2015-10 – Approving a License Agreement with the Pennsylvania Department of Environmental Protection

RESOLUTION #2015-10  
– APPROVING A  
LICENSE AGREEMENT  
WITH THE PA DEPT OF  
ENVIRONMENTS  
PROTECTION

A motion to approve Resolution #2015-10 was made by Councilman Gustafson, seconded by Councilman Bartlett and was unanimously approved.

**PUBLIC COMMENTS**

**CITY COUNCIL REPORTS/COMMENTS**

Councilman Poff indicated that this will be an exciting weekend as the Oil Heritage Festival has begun. Mr. Schroyer indicated that it appears that the Days Inn is full due to the festival.

Councilman Gustafson commented on the paving on the southside of town. He's glad to see it getting under way. He also indicated that Snyder Electric completed the electric work at the Town Square. This is just in time for the dedication ceremony which will begin at noon on July 24.

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Councilman Dunham reported that he attended the PML annual convention in June. He stated that the Commonwealth's budget, which is currently being worked on, could remove impact fees (dealing with bridge repairs, etc.). The City receives funds through the County. It was suggested that a letter be written to Rep. James and Sen. Hutchinson to retain the fees in the budget. Councilman Dunham will forward to the Mayor and Councilmen the information which he received regarding these impact fees and they will decide whether to formulate a letter to send.

**EXECUTIVE SESSION**

An Executive Session was held beginning at 4:00 p.m. and concluding at 4:28 p.m. to discuss legal and property matters.

EXECUTIVE SESSION

**ADJOURNMENT**

There being no further business to come before Council, a motion to adjourn the meeting at 5:17 p.m. was made by Councilman Gustafson, seconded by Councilman Dunham. Motion approved.

ADJOURNMENT

**PERSONS IN ATTENDANCE**

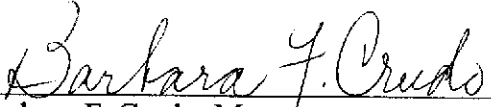
Leah Nelson, Staff  
Kristin Arendash, Staff  
Howard Faunce, Staff  
Steve Hinds, Staff  
Kevin Daly, Staff  
Chris Sporer, Staff  
Curt Greene, Staff  
Jill Harry, The Derrick  
Saxon Daugherty, The Derrick  
Tom Hartwig  
Lee Mehlburger  
Flavius Galiber  
Luke Ruot, Stream Media  
Mark Heim, Stream Media  
Trish McKissick, Elks Club

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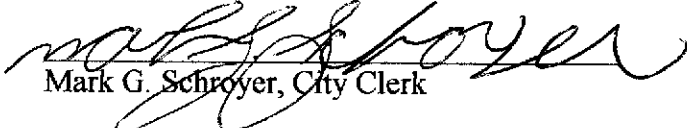
**CITY OF OIL CITY  
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APPROVED BY COUNCIL THIS

13th DAY OF August, 2015

  
\_\_\_\_\_  
Barbara F. Crudo, Mayor

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council meeting of July 23, 2015.

  
\_\_\_\_\_  
Mark G. Schroyer, City Clerk