

**MINUTES  
COUNCIL MEETING  
7:00 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
JUNE 11, 2015**

Meeting called to order with the Pledge of Allegiance by Mrs. Crudo at 7:00 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 May 28, 2015 was made by Council Dunham, seconded by Councilman Gustafson and was approved.

APPROVAL OF  
MINUTES – REGULAR  
MEETING – MAY 28,  
2015

**REVISION OF AGENDA**

**SCHOOL LIAISON REPORT**

**WRITTEN COMMUNICATIONS**

**CITY MANAGER REPORTS**

Mr. Nelles reported to Council the results of the clean-up days which were held on May 8 and May 15, 2015. There were 6.89 tons of trash, 6.36 tons of tires and 18.74 tons of electronics collected on those two days. The electronics day was more successful this year than last year. \$5,000.00 has been received for scrap materials and there is more money to be received for scrap. There was a very good response from all residents. It appears that landlords brought a lot in from their rental properties.

Mr. Nelles also indicated that the pool is now open. Opening day was June 7 and that day was very successful.

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Mr. Nelles was at the pool today and there were roughly 300 people in attendance. He stated that it looks like the next few days will be a scorcher and hopes for good attendance.

**CURRENT BUSINESS**

Kathy Bailey from the Main Street Program was present to speak about a façade grant request. Mrs. Bailey indicated that the grant is for the property located at 124 State Street which houses the Family Dollar Store. The grant amount will not exceed \$5,000.00. The project is to perform exterior cleaning and repair/replacement/repainting where needed on the front façade, entrance canopy and both sides of the building. Also, a large clock on the front façade which had been covered for years will be uncovered and restored to become functional. The project cost is estimated at \$10,000.00. The Main Street Design Committee has approved the maximum grant amount of \$5,000.00, conditional upon receipt of revised quotes from the applicant and conditional upon the Commonwealth's approval of the 2015-16 budget.

MAIN STREET  
PROGRAM – FAÇADE  
GRANT REQUEST

A motion to approve this façade grant not to exceed \$5,000.00 was made by Councilman Bartlett, seconded by Councilman Dunham. Councilman Gustafson abstained from the vote. Motion approved.

A reappointment to the Housing Authority Board was discussed. Daryl DeAngelis' position expires this month on the board. Councilman Dunham requested that the position be advertised and Mr. DeAngelis be encouraged to submit a letter of interest if he would like to be reappointed. A vote on the board post will take place at the next meeting which will be held on June 25, 2015.

AUTHORITIES,  
BOARDS,  
COMMISSIONS  
REAPPOINTMENTS --  
HOUSING AUTHORITY

A motion to table this reappointment until June 25, 2015 was made by Councilman Dunham, seconded by Councilman Bartlett and was unanimously approved.

A modification to CDBG 2013 and a revision to CDBG 2013 were next discussed. Kristin Arendash from the Community Development Office was present to comment on both the modification and the revision. The modification consists of moving \$5,000.00 from the Main Street Façade Project to the Justus Park Security Project.

MODIFICATION AND  
REVISION TO CDBG  
2013

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Extensions are now being run for electricity and pedestals will be placed for ease of providing electricity for events in the park.

A motion to approve moving \$5,000.00 from the Main Street Façade Project to the Justus Park Security Project was made by Councilman Dunham, seconded by Councilman Gustafson and was unanimously approved.

The revision deals with a movement of funds from the payment on the aerial fire truck to paving. \$64,465.39 was earmarked for the fire truck payment and the payment was made in the amount of \$63,000.00. This left \$1,465.39 and Mrs. Arendash would like to see these funds set aside for paving.

A motion to approve moving \$1,465.39 from the fire truck payment to paving was made by Councilman Gustafson, seconded by Councilman Dunham and was unanimously approved.

**FISCAL, CONTRACTUAL, AND BUDGETARY  
TRANSFERS**

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

**VOUCHERS**

Library Books & Materials	\$ 1,931.44
Oil Creek District Library	28,853.38
General Fund	220,388.68
Water & Sewer Account	51,683.85
Investment Account	60,000.00
Capital Reserve Account	8,036.48
Liquid Fuels Tax Fund	10,529.74
Fire Escrow Account	7,999.35
Arts Council	1,679.61
Payroll Account	76,587.87
Utility Deposit Escrow Account	300.96
Water & Sewer Projects	2,500.00
Industrial Park	2,552.07

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

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The monthly financial reports for March 2015 were reviewed.

**MARCH 2015  
FINANCIAL REPORTS**

Councilman Gustafson commented that now that the first quarter of 2015 is complete, it's much easier to see how things look financially. The question of whether the financial reports would be caught up by the time Mr. Nelles leaves the City was asked. Mr. Nelles indicated that, yes, they will be.

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

An Operations and Maintenance Agreement was presented relating to the Oil Creek Memorial Landing Project by Kim Harris from the Oil Region Alliance. The agreement addresses operations and maintenance under the City's Stormwater Management Ordinance for the future site of the Oil Creek Memorial Landing. This will be the site of the bike trailhead and boat launch on Upper Seneca Street near the Dollar General Store. This agreement will satisfy the County's requirements for the project. The City will be able to examine the site at any time to make sure all is in order.

**OPERATIONS AND  
MAINTENANCE  
AGREEMENT  
STORMWATER  
MANAGEMENT – OIL  
CREEK MEMORIAL  
LANDING PROJECT**

Mrs. Harris indicated that the project will be completed by the end of fall 2015 and a ceremony will be held to commemorate the event. She also indicated that the original plans called for a 20' driveway, but now a 24' driveway has been incorporated into the plans per the County.

Councilman Gustafson thanked Mrs. Harris and the ORA for their efforts in getting this project accomplished.

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

**RESOLUTIONS & ORDINANCES**

Council Bill #2126 was introduced to provide information regarding the recodification of the City's codes which govern the City. City Solicitor Varsek indicated that

**INTRODUCTION OF  
COUNCIL BILL #2126 –**

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instead of this bill being on the agenda for First and Second Readings, the intent is just to introduce it at this meeting. It will have its First Reading on June 25, 2015 and the Second and Third Readings on July 9, 2015.

**APPROVING,  
ADOPTING AND  
ENACTING AN  
ORDINANCE  
CODIFICATION FOR  
THE CITY**

The ordinance will approve, adopt and enact the codification of a complete body of legislation for the City, as revised, codified and consolidated into titles, chapters and sections, such codification being designated as the "Code of the City of Oil City."

A digital version will be kept up-to-date on the City's website as well. There was no public comment regarding this proposed ordinance.

**PUBLIC COMMENTS**

Kathy Bailey of the Main Street Program thanked the City for providing its services for the Music on the Square on June 5, 2015. This was the first of three concerts to be held in the Town Square this summer. It was a success.

Bill Moon, Jr. wanted to remind all that Our Town Oil City can be previewed on June 15 at 7:00 p.m. This will be held at Clarion University's Venango Campus. If anyone would like to attend, they can call to make reservations.

Lee Mehlburger wanted to remind all about the Indie Fest which will be held beginning Friday, June 12, 2015 and going through Saturday, June 13, 2015. It should be a nice event.

**CITY COUNCIL REPORTS/COMMENTS**

Councilman Gustafson indicated that he has tried to view the City's PEG channel and has seen nothing on it lately. A question was asked if there was a contract with the Razor's Edge which provides the PEG channel. Councilman Dunham informed Council that there is no contract with Razor's Edge. He has been trying to get in touch with the gentleman who runs that entity and has had no luck in getting him. Councilman Dunham indicated that the board for the PEG channel has not been fully formed. At the present time, he is the only board member appointed. Mayor Crudo would like to see some action regarding the formation of the board and indicated that this can be one of

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the items which the new City Manager can tackle.

Councilman Poff informed everyone of the Paul Ritchey Memorial Run. It will be held on Saturday, June 13 and will be held on the Justus Bike Trail. There will be three categories of races. The first event will be a Kids Fun Run beginning at 7:45 a.m. The Half Marathon will begin at 8:00 a.m. and the last race will be a 5K run and will begin at 8:15 a.m.

Mayor Crudo informed everyone that on Saturday, June 13, there will be a Cash Mob. Those who would like to participate should meet at the cannon in the Central Avenue Plaza at 11:00 a.m.

Councilman Gustafson also wanted to remind everyone about Indie Fest.

Councilman Dunham will be out of town next week and will not be able to attend the Council of Governments meeting on June 18. He asked if one of the other councilmen or the mayor would be kind enough to volunteer to attend on his behalf. Mayor Crudo said that she will be happy to go in his stead.

**EXECUTIVE SESSION**

An Executive Session was held at 7:40 p.m. to discuss a personnel matter. The session concluded at 7:55 p.m. and Mayor Crudo made an announcement regarding contracting with Mark Schroyer to be the City's new City Manager. Mr. Schroyer will be starting his tenure with the City on July 13, 2015. His contract will be for a period of two years with options to extend. He is presently living in Connellsville, and has served as manager in Hollidaysburg, Donora and South Park. Mr. Nelles said that he is impressed with Mr. Schroyer and believes he will be a good fit for the City of Oil City.

A motion to approve the employment contract with Mark Schroyer was made by Councilman Bartlett, seconded by Councilman Dunham and was unanimously approved.

**ADJOURNMENT**

There being no further business to come before Council, a

ADJOURNMENT

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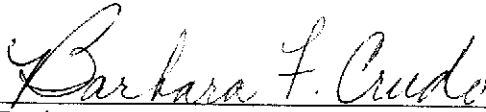
motion to adjourn the meeting at 7:59 p.m. was made by Councilman Dunham, seconded by Councilman Poff. Motion approved.

**PERSONS IN ATTENDANCE**

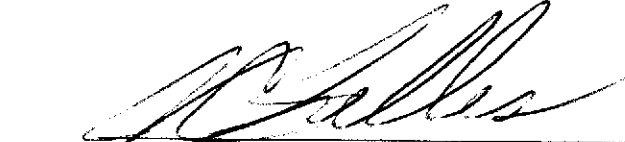
Christina Sporer, Staff  
Kristin Arendash, Staff  
Curt Greene, Staff  
Howard Faunce, Staff  
Jason Herman, Staff  
Steve Hinds, Staff  
Kevin Daly, Staff  
Kathy Bailey, ORA  
Kim Harris, ORA  
Bill Moon  
Lee Mehlburger  
Jill Harry, The Derrick

APPROVED BY COUNCIL THIS

25th DAY OF June, 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 June 11, 2015.

  
\_\_\_\_\_  
James C. Nelles, Interim City Clerk