

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 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 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 March 12, 2015 was made by Council Dunham, seconded by Councilman Bartlett and was approved.

APPROVAL OF  
MINUTES – REGULAR  
MEETING – MARCH 12,  
2015

**REVISION OF AGENDA**

**SCHOOL LIAISON REPORT**

**WRITTEN COMMUNICATIONS**

A letter was received from four young ladies and their mothers regarding saving the swimming pool. The young ladies are Madison Salvo, Emily Russell and Ansley and Sydney Svolos. The girls raised \$225.00 for the swimming pool by holding a tag day at Thorne's Market. They sent the money along with a letter outlining suggestions as to how to keep the pool going, with their comments and photos showing how much they enjoy the pool every summer.

LETTER FROM  
MADISON SALVO,  
EMILY RUSSELL,  
ANSLEY AND SYDNEY  
SVOLOS REGARDING  
THE JAMES A. NELLES  
SWIMMING POOL

Mr. Nelles, the Mayor and Councilmen praised the girls for their efforts and presented them with "goodie bags" in appreciation of their efforts. They also received a standing ovation from the audience. Mayor Crudo indicated that she hopes that more people "get in the spirit" regarding the

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

pool. Mr. Nelles challenged other citizens, clubs, 501(c)3 organizations and the various trusts in the area to follow the girls' example and donate to the pool project. Councilman Gustafson that this was one of the highlights in his three plus years as a Councilman of the City.

A letter was received from the Hasson Heights Community Church regarding their annual 5K race. Deb Grove from the church was present and indicated that the race will follow the same route as in the past, from the church through the Oliver Manor area and back to the church. The race is to raise money for the mission called Souls for Soles. The church will provide a certificate of insurance to the City.

**LETTER FROM  
HASSON HEIGHTS  
COMMUNITY CHURCH  
REGARDING A 5K  
RACE**

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

A letter was received from the Venango Fatherhood Initiative regarding the use of Central Avenue for the annual Soapbox Derby. The date on the letter was July 21, 2015 and Mayor Crudo questioned the date as she believed that is the date for a lot of Oil Heritage activities. Anthony Rosario-Adams from the Fatherhood Initiative was present and indicated that, in checking with some folks, it shouldn't be a problem. Chief Wenner said that it should work as well. Mr. Nelles asked that the Fire and Police Departments be notified as to the particulars for the event. Mr. Rosario-Adams indicated that Community Ambulance and other entities will be on hand for the race. A certificate of insurance has been provided.

**LETTER FROM  
VENANGO  
FATHERHOOD  
INITIATIVE  
REGARDING THE  
ANNUAL SOAPBOX  
DERBY**

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

Mr. Rosario-Adams returned later in the meeting and indicated that, after doing some checking, he found that the actual date for the race is July 11. A motion to approve the race for July 11 was made by Councilman Poff, seconded by Councilman Bartlett and was unanimously approved.

A letter was received from Venango Catholic High School regarding the use of the softball fields at Mitchell Avenue for the school's girls' home softball games and practices

**LETTER FROM  
VENANGO CATHOLIC  
HIGH SCHOOL**

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

this spring. The school will maintain the field and also place a port-a-let near the field for public use. A certificate of insurance was provided. Tom McNellie from the school was present and indicated that the practices and games would be concluded by approximately 6:00 p.m., would include no weekends and the season will end on May 20.

**REGARDING USE OF  
MITCHELL AVENUE  
BALLFIELDS**

Howard Faunce asked that he get dates and times of use since other entities may want to use the fields. Mr. McNellie said he could not give firm dates since it is weather dependent.

Mr. Bartlett indicated that, in the future, formal agreements should be executed between whatever entity would like to use any City facility such as the ballfields. Mr. Nelles agreed and added that hours, days of play, etc. should be included in the agreements.

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

A letter was received from John Deemer on behalf of the Aubrey's Adventure East End Fountain Committee to request hanging a banner across East First Street between Central Avenue and State Street. The banner will advertise the 2<sup>nd</sup> Annual East End Fountain Brew Fest.

**LETTER FROM JOHN  
DEEMER REGARDING  
THE 2<sup>ND</sup> ANNUAL EAST  
END FOUNTAIN BREW  
FEST BANNER**

Mr. Nelles inquired about who hung the sign and Bill Moon, on behalf of Mr. Deemer, informed Council that the Oil City Fire Department has hung the banner in the past. Mr. Nelles then asked Chief Hinds as to what was used to hang the banner and the Chief indicated that nylon rope is used. Mayor Crudo then asked if there had been any problems in the past with hanging of banners. Chief Hinds responded no. Mr. Nelles also asked about who would be liable if the banner would come loose and damage a vehicle or building and City Solicitor Varsek answered that the City would be. Mr. Nelles then recommended approving the request.

Mayor Crudo asked Mr. Moon how the endowment for the fountain was looking. He indicated that there is \$15,000.00 and they are looking to raise \$50,000.00. Mayor Crudo thanked the fountain committee for their efforts in getting the fountain operating.

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

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

**CURRENT BUSINESS**

A letter was received from Chief Hinds recommending that two new part-time firefighters be hired. They are Benjamin Hart who would start work on March 30, 2015 and Jennifer Bialo who would start work on April 1, 2015. Both are trained paramedics. Chief Hinds informed Council that both had passed the civil service test as well as the physical and psychological exams. He also indicated that, with their hire, the department would have 5 part-time employees on the roster and would save money due to the fact that it is less expensive to call in part-time people in case of an emergency than a full-time employee.

**LETTER FROM CHIEF  
HINDS  
RECOMMENDING THE  
HIRING OF TWO PART-  
TIME FIREFIGHTERS**

A motion to approve the hiring of both Mr. Hart and Ms. Bialo was made by Councilman Gustafson, seconded by Councilman Bartlett and was unanimously approved.

Chief Hinds was present to discuss the potential purchase of a new fire truck. He indicated that, since August 2013, he has included in his monthly department report that the 1997 pumper truck has been experiencing problems and is now at the point where it is out of service. The frame of the truck is extensively corroded. He has looked into having the truck refurbished but the cost would be almost as much as the new truck he has looked into purchasing. It would also take approximately 8-10 months before it would be completed.

**PURCHASE OF NEW  
FIRE TRUCK**

Chief Hinds also checked into purchasing a used truck but some used trucks are just as much as a new one. He is also concerned about issues that could come up with a used vehicle.

He has looked into a new demo truck that can be purchased for \$368,000.00. It is not a "parade" truck; it is just a basic pumper truck which is available now. Mr. Nelles indicated that the rate on the lease of this vehicle is very good and the

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

City should seriously consider this as interest rates may rise later this summer. The Chief needs to know very soon so that he can inform the fire truck company of his intentions.

Councilman Dunham questioned the cost of refurbishing the current vehicle and would like to see more information on the cost involved with a used truck and refurbishing the current vehicle and would like to table the vote. Councilman Gustafson would also like some additional information.

A question arose about the liquidation of the 1997 truck and Chief Hinds responded that it may be purchased by the local vo-tech or another entity.

A motion to approve the purchase of a new fire truck was made by Mr. Poff, and seconded by Mr. Bartlett. Messrs. Dunham and Gustafson voted no. Mayor Crudo voted yes. Motion approved.

Kathy Bailey of the Oil City Main Street Committee was present to discuss a new City slogan and flag. The Main Street Promotions Committee was tasked with creating a new slogan for the City. They launched a survey to get words to describe Oil City. Through the results of the survey, more discussion and research, the following slogan was crafted – “Renowned, Rugged, Refined.” Main Street is now ready to solicit designs for a flag. Anyone may submit a design by April 30, 2015 and should include “Oil City” and the slogan “Renowned, Rugged, Refined.” The artist chosen will receive a \$100.00 gift certificate to an Oil City business of his or her choice.

**OIL CITY MAIN  
STREET PROGRAM –  
CITY SLOGAN AND  
FLAG PROJECT**

The Main Street Program will retain the exclusive rights for use of the selected design on a flag as well as other methods of promoting Oil City. Design concept sketches not selected will be returned to the artist, retaining full rights to his or her design concept.

Councilman Bartlett asked Mrs. Bailey if a Resolution would be in order for the City to back the slogan. Her response was yes.

Mayor Crudo likes the idea of a gift certificate being presented to the person whose idea is chosen and not making this a “contest.”

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

A motion to approve this request was made by Councilman Bartlett, seconded by Councilman Poff. Motion approved.

Representatives of AmeriCorps were present to give an update on Oil City Weed and Seed Projects. Chris Hill spoke about the Hot Spots – there are two in the City. They have been doing very well in providing places for children to drop in after school to do homework, interact with other children, etc. At the Siverly Hot Spot, 20-25 children are generally in attendance and at the East End Hot Spot, 15-20 children are in attendance. Chief Wenner lauded the programs and gave the parents of the attending children praise for encouraging them to participate. He also praised Sherry Kulinski of AmeriCorps for her efforts in keeping everything going.

**AMERICORPS –  
UPDATE ON WEED &  
SEED HOT SPOTS AND  
PRESENTATION OF  
PROCLAMATION TO  
AMERICORPS FOR  
NATIONAL SERVICE  
RECOGNITION DAY**

Mayor Crudo presented a proclamation to AmeriCorps for their work performance, both locally and nationally.

Sherry Kulinski was present and spoke about the house rehab that is taking place here in town and the great job everyone involved is doing.

**CITY MANAGER REPORTS**

Mr. Nelles thanked Jill Harry for the articles she wrote for the newspaper setting forth the issues regarding the clutter and the clean-up days which will take place in May.

He also spoke about his tour of the Industrial Park and its various facilities. He thinks it's a great place for a new business to get a start and more people should take the tour to see the opportunities it has to offer.

Mr. Nelles also reminded everyone about the upcoming PA Municipal League Northwest District Meeting and Dinner. This will take place on April 8 at 5:00 p.m. Bags with "goodies" and promotional items will be distributed to the attendees and the event should be very nice.

**FISCAL, CONTRACTUAL, AND BUDGETARY  
TRANSFERS**

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

**VOUCHERS**

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

Library Books & Materials	\$ 501.80
Oil Creek District Library	2,663.42
General Fund	258,585.82
Water & Sewer Account	126,945.69
Capital Reserve Account	2,123.52
Liquid Fuels Tax Fund	3,126.57
Arts Council	72.00
Payroll Account	3,978.71
Utility Deposit Escrow Account	192.25
Industrial Park	33.00
Weed and Seed	48.25

Mayor Crudo questioned a check payable to PennPRIME for \$107,000.00 and Mrs. Hoover indicated that would have been for workers compensation insurance.

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

The monthly departmental reports were reviewed. Mayor Crudo asked if it would be possible for the reports to be listed under the "Informational" category in the future and the answer was yes, they can be.

**MONTHLY  
DEPARTMENTAL  
REPORTS**

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

The monthly financial reports for November 2014 were reviewed. Councilman Gustafson indicated that he had spoken with Mrs. Hoover and the December reports should be completed very soon. He is encouraged with the numbers he is now seeing through the November reports.

**FINANCIAL REPORTS**

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

Two agreements with Malcolm Pirnie/Arcadis were up for discussion regarding the Oliver Manor and Northside Pump Stations. Tom Hartwig of Malcolm Pirnie/Arcadis was present to speak.

**OLIVER MANOR PUMP  
STATION AND  
NORTHSIDE PUMP  
STATION  
AGREEMENTS**

Mr. Hartwig indicated that the Oliver Manor Pump Station

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

was constructed in the 1980s and has deteriorated substantially. The raising and lowering of pumps is now an issue. The operators cannot currently service the pumps properly. He suggests replacing all with new improved pumps and placing new more efficient variable-frequency controls. The controls will be housed in a weatherproof enclosure. A hoist to raise and lower the pumps will be installed. Fencing for security will also be erected. City Engineering will bid out for the project and the electric company will assist in offering electric savings.

The agreement is to prepare plans and specifications in order for the City Engineer to go out for bid on the project. Malcom Pirnie/Arcadis will assist in any way they can during the process and the City has the capability to do some of the work themselves.

He also indicated that the Northside Pump Station was constructed in 1958 and has operated beyond its life expectancy. It is hazardous to the operators who maintain it and it needs to be upgraded substantially, to include four new pumps, plumbing, HVAC, structural repairs, address grit removal, etc. If this is approved, all City personnel who work with the stations would be involved with the project.

Grit issues are a major issue. This impacts the wastewater plant. Mr. Nelles informed Council that there could be major problems which may occur if the project is not completed.

Councilman Bartlett asked about payment and Ms. Sporer indicated that the sewer account would be charged. Councilman Poff asked about pump failure in case of power outage, etc. Mr. Hartwig said that they would have to get a septic tank truck to pump out and have hauled away.

A motion to approve the agreement to move ahead with the Oliver Manor Pump Station Project was made by Councilman Gustafson, seconded by Councilman Dunham and was unanimously approved.

A motion to approve the agreement for the Northside Pump Station Project was made by Councilman Bartlett, seconded by Councilman Poff and was unanimously approved.



**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

An agreement with Wodzianski Engineering was discussed relating to Improvements to Water System. The agreement is per Wodzianski's original 2009 proposal for Basic Services. This is to provide services related to designs and surveys. Part of the water replacement project needs to be done on Central Avenue between Seventh and Ninth Streets and also on Oak Grove Street. The replacement of the lining of a river crossing needs to be done as well. Partial payment has already been made and we still need to complete the payment and the conclusion of the design work.

**AGREEMENT WITH  
WODZIANSKI  
ENGINEERING FOR  
DESIGNS FOR WATER  
IMPROVEMENTS**

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

An Engagement Letter with PRWA Financial Services was discussed. Malcolm Pirnie/Arcadis recommended this company to provide financial consulting services and authorize the use of financial information proposals. This is an alternative to a bond issue. Mr. Nelles talked about how this can get low financing rates for water projects. It is similar to a line of credit and can be drawn down on rather than paying exorbitant interest payments on money which has not been spent. The project would be tax exempt.

**ENGAGEMENT LETTER  
WITH PRWA  
FINANCIAL SERVICES**

Mayor Crudo asked how much the company would take in payment if they are able to find a loan for the project. If they are not successful in finding a loan, they would get nothing. However, if the City were to go with another company, then this company would take a fee. The PRWA is a non-profit company.

The Mayor and Councilmen had some trepidation regarding entering into this agreement. Council would like to have some additional information in order to make an informed decision. Mr. Nelles recommended that this issue be tabled until the next Council meeting on April 9 when more information can be provided to Council.

A motion to table this request was made by Councilman Bartlett, seconded by Councilman Dunham. Motion approved.

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

**RESOLUTIONS & ORDINANCES**

Resolution #2015-02 – Approving Reimbursement of Costs for Water and Sewer Improvements at the Northside and Oliver Manor Pump Stations. This resolution declares that the City may reimburse itself for prior costs with proceeds of tax exempt obligations to be issued by the City through future financing for our water and sewer projects from this date forward.

**RESOLUTION 2015-02 –  
APPROVING  
REIMBURSEMENT OF  
COSTS FOR WATER  
AND SEWER  
IMPROVEMENTS**

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

Resolution #2015-03 – Appointing a Representative to Sign Any and All Documents Regarding a Master Equipment Lease Purchase Agreement. This resolution deals with authorizing Mr. Nelles to sign documentation regarding the lease purchase of a new fire truck.

**RESOLUTION 2015-03 –  
APPOINTING A  
REPRESENTATIVE TO  
SIGN DOCUMENTS FOR  
A MASTER  
EQUIPMENT LEASE  
PURCHASE  
AGREEMENT**

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

**PUBLIC COMMENTS**

None

**CITY COUNCIL REPORTS/COMMENTS**

Councilman Gustafson indicated that he and his wife went to the Home and Garden Show in Erie recently and there was a vendor there selling water softening treatments. Councilman Gustafson told him that he didn't need water softening and the vendor asked why not. Councilman Gustafson said he lives in Oil City and doesn't need it and the vendor said no, he didn't. Oil City apparently has a reputation for great water!

Councilman Poff wanted to remind everyone to drink plenty of good Oil City water.

Councilman Dunham applauded the Oil City Fire Department on their assistance with the devastating fire at the Town Square Building in Titusville.

**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**

Councilman Bartlett expressed his appreciation to Mr. Nelles in moving things forward in the short time he has been here. He also wanted everyone to be aware of the Easter Egg Hunt in Justus Park on March 28 at 1:00 p.m.

**ADJOURNMENT**

There being no further business to come before Council, a motion to adjourn the meeting at 6:50 p.m. was made by Councilman Dunham, seconded by Councilman Gustafson. Motion approved.

ADJOURNMENT

**PERSONS IN ATTENDANCE**

Jill Harry, The Derrick  
Richard Sayer, The Derrick  
Christina Sporer, Staff  
Bob Wenner, Staff  
Leah Nelson, Staff  
Kristin Arendash, Staff  
Howard Faunce, Staff  
Jason Herman, Staff  
Steve Hinds, Staff  
Dennis Alcorn, Staff  
Bill Lamberton, Staff  
Michelle Hoovler, Staff  
Tom Hartwig, Malcolm Pirnie/Arcadis  
Deb Grove, Hasson Heights Community Church  
Kathy Bailey, Oil City Main Street  
Sherry Kulinski, AmeriCorps  
Chris Hill, AmeriCorps  
Joshua Hill, AmeriCorps  
Danielle Sweigert, AmeriCorps  
Rachel Watson, AmeriCorps  
Bill Moon  
Venice Lewis  
Anthony Rosario-Adams, Family Services  
Chris Salvo  
Maria Salvo  
George Svolos  
Chris Svolos  
Sydney Svolos  
Ansley Svolos  
Angelique Russell  
Emily Russell

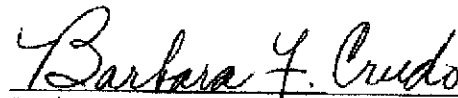
**MINUTES  
COUNCIL MEETING  
4:30 PM**

**CITY OF OIL CITY  
COUNCIL CHAMBERS  
MARCH 26, 2015**


Shirley Fagley

APPROVED BY COUNCIL THIS

\_\_\_\_\_ 9th \_\_\_\_\_ DAY OF \_\_\_\_\_ April \_\_\_\_\_, 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 March 26, 2015.

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