

**MINUTES
COUNCIL MEETING
4:30 PM**

**CITY OF OIL CITY
COUNCIL CHAMBERS
JUNE 8, 2026**

Meeting called to order with the Pledge of Allegiance by Mr. Kluck at 4:38 p.m.

CALL TO ORDER

Members Present: Mayor Kluck, Councilman Walentosky, Councilman Craig, Councilman Gustafson, Councilwoman Wisniewski.

ROLL CALL

Members Absent: None.

Recording Secretary: Jena Knight

APPROVAL OF MINUTES

A motion to Approve the Minutes of the Regular Meeting held May 18, 2026 was made by Councilwoman Wisniewski, seconded by Councilman Craig and was approved.

APPROVAL OF
MINUTES – REGULAR
MEETING – MAY 18,
2026

REVISION OF AGENDA

A motion to Approve an Addition to the Agenda Regarding a Revision to the 2024 CDBG Contract was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

REVISION OF AGENDA

MEMORANDUM FROM
KELLY RYEN –
REVISION OF 2024
CDBG CONTRACT

The addition to the agenda was a Memorandum from Kelly Ryen of Community Development. Mrs. Ryen requested permission to revise the 2024 CDBG contract. She indicated that, upon reviewing paperwork of the apparent low bidder for the street reconstruction contract #2026-01, it was noted that the reconstruction of curb ramps resulted in a higher than estimated cost. In order to complete the Clearfield Street project, she requested to reduce the Petroleum Street CDBG funding by \$7,870.00 and increase the Clearfield Street CDBG funding by \$7,870.00, as the Petroleum Stret project has excess funding.

A motion to Approve Permission to Revise the 2024 CDBG Contract was made by Councilman Gustafson, seconded by Councilman Craig and was approved.

WRITTEN COMMUNICATIONS

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A Letter was Received from Kim Roser and Sage Liggett

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Requesting Use of Justus Park on June 20, 2026 from 2:00 p.m. until 5:00 p.m. for a Family Day. Mrs. Roser was in attendance to speak. She said that they will have a variety of activities and attractions for the community to enjoy. It will be family oriented.

LETTER FROM KIM
ROSER AND SAGE
LIGGETT – USE OF
JUSTUS PARK FOR AN
EVENT

Mayor Kluck said that he had seen the sample flyer and he would like to see the flyer revised so that their organization's name appears. He said that, as it now stands, it appears that the City is sponsoring the event. Mrs. Roser said that Love In The Name of Christ is their organization. It is comprised of college students in the Pittsburgh area who have put this together.

Councilwoman Wisniewski asked who will apply for and hold the required insurance. Mrs. Roser replied that she will speak with Mr. Liggett and let him know that insurance is needed. Mrs. Roser asked who should receive the insurance information. It was indicated that the City Manager's Office receive it.

A motion to Approve the Request of Kim Roser and Sage Liggett to Use Justus Park on June 20, 2026 for a Family Fun Day was made by Councilman Gustafson, seconded by Councilman Craig and was approved.

The next item was a Letter from Oil City Night Market Requesting Use of Lindon Alley Between East First Street and the East Second Alley on Several Dates for Music and Food. The dates will be June 18, July 23, August 20 and September 17 from 6:00 p.m. until 9:00 p.m. Musicians and food trucks have been secured for the events. They have artist and vendor applications and are continuing to receive them.

LETTER FROM OIL
CITY NIGHT MARKET –
USE OF LINDON ALLEY
FOR SEVERAL EVENTS

This item was requested previously via an Oil City Main Street request and was approved.

The next item was a Letter from the Oil Region Library Association Requesting the Use of the Central Avenue Plaza on August 29, 2026 from 8:30 a.m. until 3:00 p.m. for a Festival of the Book event. This will be the sixth annual festival. It has been well attended in the past.

LETTER FROM OIL
REGION LIBRARY
ASSOCIATION – USE
OF CENTRAL AVENUE
PLAZA FOR FESTIVAL
OF THE BOOK EVENT

A motion to Approve the Request of the Oil Region Library Association for Use of the Central Avenue Plaza on August

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29, 2026 from 8:30 a.m. until 3:00 p.m. for a Festival of the Book event was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

The next item was a Letter from Venango County Human Services Requesting the Use of Walnut Street for a National Night Out on August 4, 2026. Rebekah Fox of Venango County Human Services was in attendance and said that the street would be closed from 4:00 p.m. until 7:00 p.m. from the area of East Second Street to East Third Street. They have many activities planned during the course of the event. This event took place in 2025.

LETTER FROM
VENANGO COUNTY
HUMAN SERVICES –
USE OF WALNUT
STREET FOR
NATIONAL NIGHT OUT
EVENT

A motion to Approve the Request of the Venango County Human Services for Use of Walnut Street on August 4, 2026 from 4:00 p.m. until 7:00 p.m. for a National Night Out Event was made by Councilman Craig, seconded by Councilwoman Wisniewski and was approved.

The next item was a Letter from Oil City Main Street Requesting a Revision for Previously Approved ARMA Fest events. Stevette Rosen of Oil City Main Street was present to speak and she stated that they want to use one lane on the Central Avenue Plaza for a chalk walk and other activities on September 12, 2026 from 9:00 a.m. until noon. She also requested that the parking meters be bagged where the chalk art will be drawn so that it is not disturbed.

LETTER FROM OIL
CITY MAIN STREET –
REVISION FOR
PREVIOUSLY
APPROVED ARMA
FEST EVENTS

A motion to Approve the Revision to Previously Approved ARMA Fest Events to Use one lane on the Central Avenue Plaza for Activities on September 12, 2026 from 9:00 a.m. until noon was made by Councilman Walentosky, seconded by Councilwoman Wisniewski and was approved.

The next item was a Letter from Oil City Main Street Related to a Cornplanter Garden Enhancement. Mrs. Rosen of Oil City Main Street was present to speak, along with Skyler Austin and Virginia Hetrick. They spoke on behalf of the Safe, Clean and Green Committee. They asked permission to enhance the garden at the Cornplanter Square. They would like to make it a “Three Sister Garden” in honor of the indigenous people of the City. Perennials which are currently planted will remain. It will take roughly six weeks to complete the planting. It would flower throughout the summer and fall. The produce which

LETTER FROM OIL
CITY MAIN STREET
RELATED TO A
CORNPLANTER
GARDEN
ENHANCEMENT

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would be harvested would be donated to the community. The group will do the removal of two dead tree trunks, with the assistance of Oil City Public Works and add soil to the garden. All of the seeds and soil have been procured in order to make the garden come to fruition. They will maintain the garden. Oil City Main Street will pay for a visitor marker.

Mrs. Rosen said that this is a part of the Lenape nation and she hopes for diversification in the area. She then said that the perennials will stay in the garden. The plantings will be done around the perennials. The “three sisters” are corn, beans and squash.

Councilwoman Wisniewski asked if there is anything more which needs to be known about the project. Mrs. Hetrick said that a lot of the area’s history would be made known. They would share with those witnessing the plantings the meaning behind it and the indigenous ways associated with it. There will be an official ceremony involved with the commencement of the plantings.

A motion to Approve the Request from Oil City Main Street Related to a Cornplanter Garden Enhancement was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

MANAGER’S REPORT

Mrs. Hoovler informed Council that the Hasson Park restroom project is nearly complete. There are a few things to finish up. In the meantime, a port-a-potty has been provided for the convenience of those using the park. Councilman Craig commented that things look nice at that area.

The pickleball courts are also being worked on. Cracks in the courts are being filled. Councilman Walentosky has assisted with the work. He has been helpful. Pressure washing has been done. The next step is to resurface and paint. She met with people from the Cranberry Township, Butler County area who said that pickleball is popular there and people actually pay to play.

She then said that the benches and trash cans through the Main Street Implementation Grant have begun to arrive.

MANAGER’S REPORT

**UPDATE – HASSON
PARK RESTROOM
PROJECT**

**UPDATE- PICKLEBALL
COURTS**

**UPDATE – NEW
BENCHES AND TRASH**

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They will be installed downtown. The existing benches and trash cans which are in decent condition will be reused in places such as Hasson Park and the pickleball court. Councilman Gustafson asked if this will include the benches in Towne Square. The answer was no.

CANS IN CITY

She then spoke about the ice device. The U.S. Army Corps of Engineers is now accepting bids for the repair of the ice device. An on-site visit with potential contractors will occur on June 11. Chief Alex and Mr. Gorman have been in contact with them. Hopefully the repairs will be done in the near future.

UPDATE – ICE DEVICE
REPAIRS

Paving bids were opened on June 1, 2026. The pricing came in pretty well. Permission to award the bid will occur at the June 22, 2026 Council meeting.

PAVING BID OPENING

The Oil Region ATV meeting recently took place. There were several City employees and elected officials in attendance. The association is working to connect the Oil Region Heritage area with surrounding counties via ATV trails in the hopes of boosting the local economy. There will be an ATV event happening in September in conjunction with Oil City Main Street. This will occur on September 26. More details will be forthcoming.

OIL REGION ATV

Councilman Gustafson asked if routes into the City are still being looked into for ATV purposes. The answer was yes. Council is of the opinion that being able to bring ATVs into the City is a good idea. It may boost things.

There will be a public hearing on June 22, 2026 immediately before the regular Council meeting related to CDBG funding.

JUNE 22 2026 PUBLIC
HEARING REMINDER

Mayor Kluck then asked about vandalism which occurred on this date at the bathrooms at the marina. Mr. Gorman stated that there was some damage to the sinks. Mayor Kluck asked if there are cameras there. The answer was yes.

VANDALISM –
MARINA BATHROOMS

CURRENT BUSINESS

CURRENT BUSINESS

The first item was a Memorandum from Chief Alex Regarding Full-Time Firefighter Appointments. Chief Alex said that he has been working to get the department back to

MEMORANDUM FROM
CHIEF ALEX – FULL-
TIME FIREFIGHTER

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full staff. He said that it has finally been done. With the appointment of two gentlemen at this meeting, the department would be fully staffed, to include seven part-time employees. Chief Alex informed Council that the Civil Service Commission has certified the full-time firefighter eligibility list. He said that four gentlemen tested and were interviewed for full-time positions. They all scored fairly well. The top two from the list have been recommended for the positions. They are Luca Cherico and Caden Mallory. Mr. Cherico is a PHRN with Clarion Hospital. He comes to Oil City with some volunteer fire department experience as well as ER experience. He will be a good addition to the department. Mr. Mallory is a U.S. Army Veteran. He is a good fit with the crews. He was one of the first to complete the part-time training. He is a hard worker. He is still in the National Guard.

APPOINTMENTS

Chief Alex said that both Messrs. Cherico and Mallory scored very well in the interviews. They studied very hard. They prepared well.

Kudos went out to Chief Alex for his efforts in getting the department fully staffed.

The next item was Arts Council By-Laws Update. Mrs. Ryen stated that a member of the Arts Council was supposed to present on behalf of the Arts Council; however, she was not in attendance.

**ARTS COUNCIL BY-
LAWS UPDATE**

There were only a few changes to the by-laws. The main change was electing officers every other year instead of every year. All of the changes were highlighted in the handout.

A motion to Approve the Arts Council By-Laws Update was made by Councilman Walentosky, seconded by Councilwoman Wisniewski and was approved.

The next item was a Proclamation for Clarice Carlson. Miss Carlson is a Junior Councilmember and she is ending her term as a member. She has graduated high school and will be going to college as well as joining the U.S. Army under the ROTC program. She was valedictorian for the Oil City High School Class of 2026.

**PROCLAMATION –
CLARICE CARLSON,
JUNIOR
COUNCILMEMBER**

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Councilman Walentosky lauded kudos to Miss Carlson, stating that she treats people very well, no matter who they are. Councilman Gustafson believes that many honors and awards will be forthcoming to Miss Carlson.

**FISCAL, CONTRACTUAL, AND BUDGETARY
TRANSFERS**

The following Vouchers were presented for Council’s review and approval.

General Fund	\$	579,169.19
Water and Sewer		547,345.01
Investment Account		10,000.00
Capital Reserve Account		52,254.80
Arts Council		2,830.99
Payroll Account		894.60
Police 5K		93.94
Industrial Park		847.23

A motion to Approve the Vouchers was made by Councilman Craig, seconded by Councilwoman Wisniewski and was approved.

The next item was the March 2026 Financial Reports.

A motion to Approve the March 2026 Financial Reports was made by Councilman Gustafson, seconded by Councilman Craig and was approved.

RESOLUTIONS & ORDINANCES

Resolution #2026-08 – Adopting a Policy for the Completion of Mandatory On-Line Training by City Personnel and Directing the City Manager to Implement and Administer Said Policy.

Mrs. Hoovler stated that the City has contracted with a company to provide training to City employees and elected officials who utilize City email accounts. This training is to assist employees and elected officials in determining fraudulent emails. There is a lot in the way of spam and phishing.

Councilman Craig said that he has received this type of training at his place of employment. It has helped. It’s

FISCAL,
CONTRACTUAL AND
BUDGETARY
TRANSFERS

VOUCHERS

MARCH 2026
FINANCIAL REPORTS

RESOLUTIONS &
ORDINANCES

RESOLUTION #2026-08
– ADOPTING A POLICY
FOR THE COMPLETION
OF MANDATORY ON-
LINE TRAINING BY
CITY PERSONNEL AND
DIRECTING THE CITY
MANAGER TO
IMPLEMENT AND
ADMINISTER SAID
POLICY

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good to know what to look for.

A motion to Approve Resolution #2026-08 – Adopting a Policy for the Completion of Mandatory On-Line Training by City Personnel and Directing the City Manager to Implement and Administer Said Policy was made by Councilman Walentosky, seconded by Councilwoman Wisniewski and was approved.

INFORMATIONAL

INFORMATIONAL

PUBLIC COMMENTS

PUBLIC COMMENTS

Dale Massie recognized Clarice Carlson and thanked her for her service as a Junior Councilmember. He stated that she was the best Junior Councilmember that the City has had.

DALE MASSIE –
RECOGNITION OF
CLARICE CARLSON

Miss Carlson thanked all for everything over the last couple of years as a Junior Councilmember.

Dan McMahon was present and spoke about blight at 311 and 313 Pine Street. The properties were purchased at tax sale. One of the houses is in poor repair, with holes in the roof. Nothing has been done to them since purchase. Animals are living in the house. The front sidewalk is brick and not in good shape. He brought photos to show Council. Council did view them. Mayor Kluck said that someone from the Code Office will look at this issue.

DAN MCMAHON –
BLIGHT AT 311 AND
313 PINE STREET

Mr. McMahon said that in the winter no utilities were on in the house. The new owners had been living there; however, they have since moved to the other house below. He said that, in December, they were burning kerosene inside the house, with no other utilities. They have about ten dogs in the house living with them.

Mr. McMahon said that there are also several blighted properties near his residence as well. Councilman Gustafson said that he will take a look at them. He wants everyone to be “good neighbors.” If everyone is a “good neighbor,” then other neighbors would carry on with it.

Mayor Kluck said that things are looking up in the City and it is hoped to continue. Councilman Gustafson said that

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people need to be respectful and assist each other.

Councilwoman Wisniewski said that there are many people who take care of their properties and others who do not. Things are not being done. It is discouraging for those making the effort. She said that she believes part of working on issues with blight comes down to code enforcement. She feels it needs to be “shored up and strengthened.” She said that it is the biggest complaint that she hears from the public. She went on to say that residents need to take a part as well as blight eradication and code enforcement. She believes that everything ties together.

Mayor Kluck said that the Code Office will investigate.

Mrs. Greene of the Code Office spoke. She stated that heating with kerosene has been done for years. The residents in the aforesaid property do have water. She made the point that people will only do what they can do or with whatever monetary means they have. She commented that she knows about most of the houses in the City which are in bad shape. She said that the people in the house which Mr. McMahan spoke of are trying to take care of the property. They take “inventory” of what needs to be done. They save money to perform the work and have it done.

Mrs. Greene then said that she cannot force anyone to do anything to their property. Sometimes the magistrates cannot force it either. She informed Council that if they should have an issue with a property to let her know and she will give them information.

Mayor Kluck remarked that he understands that many people cannot afford to do work that needs to be completed. He said that the City needs to work with the County and the Commonwealth to come up with a mechanism to combat this issue. People should not be able to purchase a house which is in complete disrepair when they don't have the resources to fix it up. Mrs. Greene said that the people on Pine Street did not buy the houses from the Tax Claim Bureau.

Councilman Walentosky asked how anyone could take care of a house with ten dogs inside. He can't understand it. Mayor Kluck said that they have to have a kennel license if there are ten or more dogs. Mrs. Greene said that the Police

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told her that if there are twenty-four or more dogs, then a person would be considered a breeder. She will look into this.

Mrs. Greene then said that she can only do so much. People need to step up. However, if they don't have much money, it is difficult.

Andrew Hamilton of Safe, Clean and Green thanked all for their efforts with the Cornplanter park and to bring some indigenous history to the City.

ANDREW HAMILTON –
THANKS TO SAFE,
CLEAN & GREEN

Jason Reed and Lisa Winger of the VFW were present to speak. Mr. Reed said that, with the country's 250th anniversary, the VFW will host a ceremony. They asked for permission to set off a short fireworks show at 9:30 p.m. or 10:00 p.m. Chief Alex said that a permit would need to be obtained. Mr. Gustafson remarked that is where they used to be shot for events.

JASON REED & LISA
WINGER (VFW) –
HOMETOWN HERO
BANNER INQUIRY

Mr. Reed then stated that in September 2024, the VFW came to Council regarding placement of the Hometown Heroes banners. There are thirty banners to be hung. In September 2024, they were told that the City would get holders to place them. They had hoped that they would be hung by Memorial Day. There were a couple of large water breaks on Memorial weekend. Consequently, they were not hung. The VFW has had calls asking why the banners are not up. He would like to know when they will be put up and what the process is to do so.

Mrs. Hoovler said that there has been a discrepancy as to where the City feels the banners need to go. She said that she was under the impression that they would be going up along West First Street and entrances to the City. If that is the case, they cannot be placed until the VFW has received permission from Penelec to do this. She believes that the VFW thought they would go up on Center Street. The Public Works Director said that, if they go up on Center Street, he believes they would not be high enough and may be hit by semis which travel through the City.

Mr. Reed said that, when it was originally discussed, the banners would be placed in the downtown area and use the City's street lights first and then branch out. He was told they would be on the outside overlooking the sidewalks.

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He looked on this date and there are about twenty poles which have nothing on them. The VFW currently has banners which have been paid for and have not yet been placed. He would like to have some verification as to when they will be put up. People have spent a lot of money on them.

Councilman Gustafson said that he could see a problem with them being placed on Center Street. He believes that trucks could take them down. He said that Seneca Street could be different. There is parking on both sides. There is no traffic along the curb. They might have to be placed over the sidewalk. Mr. Reed said that is not a problem. There are some over the sidewalk now. He said that there are poles which are not currently being used. He said that this project has been in the works for eight years now. He would like to see them placed. He would like to be able to tell those who have paid for the banners what the plan is.

Mrs. Winger stated that she understands that some people who are currently involved with the City were not in place in September 2024. She said that the organization is the Hometown Heroes and not the VFW. The VFW houses the banners. When this was started, they approached Council to ask for permission to be able to start downtown first and, at that time, they were told that they would be informed about which poles in the downtown area that could be utilized. She said that, unfortunately, they have not come back to Council because they thought that is where things stood. She said that they don't want them damaged by semis. She would like to see them on the sidewalk side of the poles. This project is not to take away from the ARTS project, etc. They would be in contact with Penelec about West First Street, coming in from Rouseville, etc. They had a plan. There is a lot of money in the banners. Their names are associated with the project. Donations have been made for the banners.

Mayor Kluck asked if some of them could be placed on Seneca Street. Mrs. Ryen then suggested that a map of the poles be obtained from the Engineering Department. Poles can be identified for placement. Penelec could be involved as well. The ARTS Revitalization has an arts district where they hang flags.

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Mayor Kluck said that the poles which are in question for the banners are on Seneca and Center Streets. They are all City-owned poles. Mrs. Ryen said that the arts flags will remain in place until the new ones (on order) have arrived. Once that is done, she said, things can get “under control.” She said that the September 2024 minutes just gave general information for placement. She then said that Mrs. Winger or Mr. Reed would have to coordinate with Penelec or Verizon. Mrs. Winger said that they have been in communication with Penelec. Also, Mr. Gorman was supposed to identify which poles could be used. Mrs. Ryen said a map of the poles would be necessary.

Councilman Craig asked if this is something that could be coordinated by next week. Mrs. Ryen said that would be a call for Mrs. Hoovler. Mr. Reed said it would be nice if they could be done by Jolly July 3rd. Mr. Gorman said that could be done.

Councilman Gustafson said that, in 2024, it was determined that the only poles which could be used were the City-owned poles. He said that approval would have to come from Penelec. He also said that they are the only ones which Council could approve. He supports the project.

Mrs. Winger said that they were unsure as to whether or not this would be a large campaign when they started. Councilman Gustafson remarked that it has become very popular.

Mrs. Hoovler stated that the City-owned poles could be identified. Councilman Gustafson commented that the ARTS banners were an issue as well. Mrs. Winger doesn't want to take away from any other project, etc. Mayor Kluck said there are not many poles which have the ARTS banners on them. Mr. Gorman said that some were removed last winter because they were tattered. He said that there are more poles with empty posts than was thought. New ARTS flags will be place when they arrive. Councilman Craig said that is why the map will be very important.

Junior Councilmember Carlson thanked all for everything Council has done for her during her tenure on Council. She said it has been an honor to be a Junior Councilmember. She may be in attendance at the next few Council meetings

**CLARICE CARLSON –
THANKS FOR
EVERYTHING**

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as her orders have not yet come in from the government.

CITY COUNCIL REPORTS/COMMENTS

CITY COUNCIL
REPORTS/COMMENTS

Mayor Kluck informed all that First Friday was a success. All went well. Councilman Craig likes to see things happening. There is growth in town.

FIRST FRIDAY
SUCCESS

Councilman Craig then informed all that there will be an event at Two Mile Run Park. It will be a color run this summer called the Kaufman Color Run. It will be a 5K and people throw colored powder at the runners. All proceeds will benefit Two Mile. If anyone is interested in participating, he has sign-up sheets.

TWO MILE RUN PARK –
UPCOMING COLOR
RUN

Councilman Gustafson spoke with the Redevelopment Authority last week about blight. It might be necessary to discuss the blighted review committee. It would certify properties to discuss with the Redevelopment Authority if they had the funding to work with. They cannot work with “spot blight.” It has to be “certified.” He would like to have Council review the ordinance associated with the committee.

BLIGHT

He went on to say that he would like to see the rental property inspection ordinance reenacted. Some of the firefighters would be asked to assist. Some of them have certification. It would be a large job. He believes that some neighborhoods are asking for that. Councilwoman Wisniewski then said that she and Councilman Craig are looking at each ordinance to see what needs to be changed. There are good ordinances related to rental inspections.

EXECUTIVE SESSION

EXECUTIVE SESSION

An Executive Session was called at 5:42 p.m. to Discuss Potential Litigation. No action was taken.

ADJOURNMENT

ADJOURNMENT

There being no further business to come before Council, a motion to adjourn the meeting at 6:18 p.m. was made by Councilwoman Wisniewski, seconded by Councilman Gustafson. Motion approved.

PERSONS IN ATTENDANCE

Robert Varsek, Staff
Michelle Hoovler, Staff
Kelly Ryen, Staff
Chris Gorman, Staff
Jason Herman, Staff
Cory Ruditis, Staff
Tim Alex, Staff
Scott Attenborough, Staff
Bill Goodman, Staff
Kobe Kahle, Staff
Luca Cherico, Staff
Caden Mallory, Staff
Kody Gordon, Staff
Yvonne Greene, Staff
Skyler Austin
Virginia Hetrick
Jason Reed
Lisa Winger
Stevette Rosen
David Whitehawk
Dale Massie
Rebekah Fox
Dan McMahan
Kim Roser
Lucas McFetridge
Amanda Shaffer
Susan Carlson
Andrew Hamilton

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APPROVED BY COUNCIL THIS

22nd DAY OF June, 2026



John J. Kluck, Mayor

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council meeting of June 8, 2026.



Michelle M. Hoover, City Clerk