

**MINUTES
COUNCIL MEETING
4:30 PM**

**CITY OF OIL CITY
COUNCIL CHAMBERS
MARCH 10, 2025**

Meeting called to order with the Pledge of Allegiance by Mr. Kluck at 4:34 PM.

CALL TO ORDER

Members Present: Mayor Kluck, Councilman Massie, Councilman Walentosky, Councilman Craig, Councilman Gustafson.

ROLL CALL

Members Absent: None.

Recording Secretary: Jena Knight

APPROVAL OF MINUTES

A motion to Approve the Minutes of the Regular Meeting held February 24, 2025 was made by Councilman Massie, seconded by Councilman Craig and was approved.

APPROVAL OF
MINUTES – REGULAR
MEETING – FEBRUARY
24, 2025

REVISION OF AGENDA

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WRITTEN COMMUNICATIONS

The first item was a Communique from the Just for Jesus Ministry Requesting to Hold a Bucket Drive. Mr. Schroyer said that this was the second year that the Just for Jesus Ministry requested permission to hold a bucket drive. They requested permission twice last year. The first one was given permission; however, the second was not permitted. There was discussion as to whether or not the City should support this kind of thing in the future.

WRITTEN
COMMUNICATIONS

COMMUNIQUE FROM
JUST FOR JESUS
MINISTRY – REQUEST
FOR BUCKET DRIVE

Mayor Kluck asked if it was known how many Oil City residents benefit from the drive. Mr. Schroyer said that he talked with someone from the ministry last year. There are some Oil City residents who benefit from the services. Mayor Kluck then asked how many other communities are involved with the services. Mr. Schroyer said that he doesn't know. It is unknown as to which communities take part or receive services from them.

Councilman Gustafson recalled that the purpose of the ministry was to assist the homeless. He said that it is good to know what the funds are being used for.

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Mayor Kluck said that he would like to know if the ministry is doing bucket drives in other cities. He doesn't know if the drives have been successful here and that is why they continue to seek permission.

Councilman Walentosky asked if they are an Oil City-based organization. The answer was no. He would like to see the fundraising drives assist the local community. There are causes locally that he would like to see helped. He said that the City granted permission last year for the drive. He then asked what the rest of Council's thoughts were. Councilman Massie said he thought Councilman Walentosky was right. He thinks there are too many and it's not safe to be out in traffic.

Mr. Varsek asked if there were any private entities doing the bucket drives. The answer was no, it was mainly non-profit, i.e., fireworks, coats for kids, etc. Mr. Varsek said that, if the City allows one entity to perform s drive, then all have to be allowed to do one.

Councilman Gustafson said that he would feel better about the drive if the intention for the drive was made known. Councilman Walentosky would like to know where the money is going. Mayor Kluck said that there was a representative at a Council meeting last year to answer questions. He would assume that it is going toward the homeless shelter. Councilman Gustafson said that the current communication doesn't state what the drive is supporting.

Mr. Schroyer said that he believes that the City should allow the drive this time and declare it the final one. If any additional requests come in, the City should not review and approve them. There is too much liability and too many problems for the traveling public. There will be problems. The question has already arisen as to where the money is going. One hundred percent does not benefit Oil City residents.

Mayor Kluck asked Mr. Varsek, if the City allowed the drive this time, would it open it up to having to allow others to perform a drive. Mr. Varsek said he would be worried about it. Mayor Kluck recommends that it not be allowed again. Councilman Gustafson commented that an alternative be sought by the ministry. Mayor Kluck said

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that if they would want to have another type of fundraiser here, they could do so. He doesn't want to see "pan handline" in the streets.

A motion to Deny the Request of the Just for Jesus Ministry for a Bucket Drive was made by Councilman Walentosky, seconded by Councilman Massie and was approved.

The next item was a Request from the YWCA Samuel Justus Summer Playground Program for Use of the Hasson Park Playground, Mitchell Avenue Playground and the Harriott Avenue Playground. The program will begin on June 16, 2025 and end on July 18, 2025 from 9:00 a.m. until 1:00 p.m. There will be a variety of arts and crafts, contests and sporting events. Daily lunch will also be provided in collaboration with the County of Venango.

LETTER FROM YWCA
SAMUEL JUSTUS
SUMMER
PLAYGROUND
PROGRAM – USE OF
HASSON PARK
PLAYGROUND,
MITCHELL AVENUE
PLAYGROUND AND
HARRIOTT AVENUE
PLAYGROUND

Mayor Kluck commented that this is a really great program which benefits the youth of the community. This has been a decades-long program and he recommends its continuation.

There should be no problem with this. The program is entering its 47th season of providing great recreational activities for Oil City youth.

A motion to Approve the Request of the YWCA Samuel Justus Summer Playground Use of Hasson Park Playground, Mitchell Avenue Playground and the Harriott Avenue Playground from June 16, 2025 through July 18, 2025 was made by Councilman Massie, seconded by Councilman Walentosky and was approved.

The next item was a Communique from Autism Stands Requesting Use of the Hasson Park Playground for a Special Needs Easter Egg Hunt on April 19, 2025. They would like to use the park beginning at 3:00 p.m. until its conclusion on that day. They welcome up to 100 participants and provides a fun, inclusive experience for children with special needs, along with their families. They may also have a mobile health bus on site, offering resources for families, before and after the hunt.

COMMUNIQUE FROM
AUTISM STANDS – USE
OF HASSON PARK
PLAYGROUND FOR
SPECIAL NEEDS
EASTER EGG HUNT

A motion to Approve the Request of Autism Stands for Use of the Hasson Park Playground for a Special Needs Easter Egg Hunt on April 19, 2025 beginning at 3:00 p.m. was

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made by Councilman Massie, seconded by Councilman Craig and was approved.

The next item was a Letter from Barr's Insurance Requesting Permission to Use Justus Park for a Concert on June 13, 2025 from 4:00 p.m. until 10:00 p.m. Kate Schell of Barr's Insurance was present to speak about the event. Miss Schell indicated that they will host a band called Crush. They would also like to have a beer garden and food trucks.. They are also asking for donations of canned goods at the concert to be distributed to non-profit organizations in the Oil City area.

**LETTER FROM BARR'S
INSURANCE –
PERMISSION TO USE
JUSTUS PARK FOR A
CONCERT**

Councilman Gustafson remarked that he thinks it's nice that they want to put on a concert in Justus Park. He then said that an event permit application would need to be completed. Miss Schell said that is being worked on. They hope to get Cork N Screw to participate as well as Side Hustle for the brewery.

A motion to Approve the Request from Barr's Insurance for Use of Justus Park for a Concert on June 13, 2025 was made by Councilman Massie, seconded by Councilman Walentosky and was approved.

The last item was a Letter from Oil City Main Street Requesting Approval to Raise Funds to Proceed with String Lighting in the Northside Downtown Business District. Stevette Rosen of Oil City Main Street was present and informed Council that she is looking into a T-Mobile grant in the amount of \$27,000.00 for string lighting. That amount will cover the purchase and installation of lights around certain downtown streets. She said that it may not materialize. If that should be the case, she will pursue other avenues to obtain the funds. She sought permission of City Council to pursue applying for the grant. She hopes to get lights which match the snowflakes. She wants soft lighting. She also wants to have a safer path for people to walk after dark. She feels that the lights would make people think that things are going on in town.

**LETTER FROM OIL
CITY MAIN STREET –
APPROVAL FOR
FUNDRAISING FOR
STRING LIGHTING**

Mayor Kluck asked if the lights change color. Mrs. Rosen said that they could be looked into; however, they will cost more money. She said that the main thing is, can Main Street get permission to do more research to receive more particulars on the lights. Councilman Walentosky asked if,

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with the color changes, could the lights reflect different seasons and themes. Mrs. Rosen said that would be the case. She said that guide lines would have to be factored into the price as well. Councilman Gustafson asked if this would be a permanent installation. The answer was yes. She knows that some poles have no electricity to them. The strings come in 300 foot lengths. She believes that the lights would add character to the town.

Councilman Gustafson reminded all of the Rotary request a few weeks ago related to music being played on the streets. Mayor Kluck said that all of the lines could be run at once. That would eliminate the need for going underground.

Councilman Massie asked who would maintain the lights. Mayor Kluck asked who would pay the electric bill. Mr. Schroyer was interested as well and asked who would take care of the bulbs, electric bill, etc. Mrs. Rosen doesn't believe that, with the bulbs being LED, there would be an issue. She asked what price is placed on bringing people to town. Mr. Schroyer said there is a considerable price when the bill has to be paid. Mrs. Rosen asked how much the Christmas lights cost. Councilman Gustafson said that there is a separate meter in Towne Square for the tree. Mayor Kluck asked if it is known how much the electric bill is when the Christmas lights are on. Mr. Schroyer does not know at this time. Councilman Gustafson believes it could be figured out.

Mayor Kluck wondered if the lighting company has an approximate idea of the usage those lights would take. Mrs. Rosen thought they might have an approximation.

Mr. Schroyer said that this is a good idea; however, ultimately, the City will have to pay the electricity and perform the maintenance related to the lights. It would be a nice project. It comes down to the City being left taking care of everything. Mrs. Rosen said that other organizations would assist.

Mrs. Hoovler said that she wasn't sure as to how much the bill for the Christmas lights is. She said that the City budgets for street lighting in the amount of \$180,000.00 annually. Mr. Schroyer said that some of the lights are a flat rate and some are metered.

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Mayor Kluck asked if the City could check with Penelec for cost for the string lighting. Mr. Schroyer said that specifications would be needed. Mrs. Rosen said that there would be approximately 3,800 lights involved with this project. Mayor Kluck said they would encompass most of Seneca Street and some on Center and Elm. Mrs. Rosen said they would be located in the areas where night life is.

Councilman Walentosky commented that he believes a neighboring town has the lights. He thinks they look nice. Mrs. Rosen believes that they will help bring people to town. Mayor Kluck likes the idea. It would tie in nicely with the music idea. Councilman Gustafson said that he has been talking with people and they believe that it is necessary to do things to make the downtown area more inviting. Mrs. Rosen said that T-Mobile likes the fact that there are many things being worked on in the City. There is a lot of "streetscaping" going on and the safety aspect is also taken into account.

Councilman Massie then asked Mrs. Rosen what she wanted Council to do. She said that she wanted Council's permission to find money to get the lights. Mayor Kluck asked if the grant is due at month end. Mrs. Rosen said that was correct.

Councilman Gustafson wanted Mrs. Rosen to understand that, if the project is completed, there may come a time when the lights fail and the City could not replace them. She said that Main Street would have to come up with another grant. Councilman Gustafson said that there is no guarantee to what the future holds. He said that there have been several initiatives where the City has been left to pick up the pieces and take care of things. He said that sometimes things sound like great ideas, but end up costing the City much money. Mrs. Rosen said that they understand the cost of things. They try to be good partners with the City and assist in other ways.

A motion to Grant Permission to Research the String Lighting Grant Pending the City Investigating Electricity Costs was made by Councilman Gustafson, seconded by Councilman Walentosky and was approved.

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MANAGER'S REPORT

MANAGER'S REPORT

Mr. Schroyer informed all that there is a tentative agreement with the IBEW. It would be another three-year contract for the years 2025, 2026 and 2027. The IBEW employees would receive 3% in a raise for each of the three years. The employees will contribute more towards health care. The contract will be retyped and reviewed. It will be up for Council approval in the near future.

TENTATIVE
AGREEMENT – IBEW

He then said that the roads program is being finalized. The staff will meet again on March 19. There will be a paving program in excess of \$500,000.00 again this year. The list of streets will be presented to Council in the near future.

PAVING UPDATE

There was a lengthy discussion about the demolition program. There is a comprehensive listing of properties which the City owns that could be for sale. It has been identified which properties the City is paying taxes on. There will also be discussion as to revamping the demolition program. Properties will be chosen for demolition through the CDBG program as well as through the County Landbank.

DEMOLITION UPDATE

Rep. Lee James and Sen. Scott Hutchinson will be attending the April 14 City Council meeting to answer any questions which staff may have. Mr. Schroyer has instructed department heads to have one question of importance ready for the gentlemen which pertain to their department. Mr. Schroyer believes that the main question will be how to sell City-owned properties without having to jump through hoops. He believes that some kind of legislative initiative will have to be developed to do so. He also said that prevailing wage is a big issue. Mr. Herman had questions about the lead and copper program.

REMINDER – VISIT BY
REP JAMES AND SEN
HUTCHINSON

CURRENT BUSINESS

CURRENT BUSINESS

The first item was Recommendation of Firefighter Probationary Period. Chief Alex indicated that Russel Seigworth has been with the Fire Department for over a year now. He has performed well and recommended taking him off of the probationary period and making him a full-time firefighter.

RECOMMENDATION
OF FIREFIGHTER
PROBATIONARY
PERIOD – RUSSEL
SEIGWORTH

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A motion to Approve Russel Seigworth as a Full-Time Firefighter was made by Councilman Massie, seconded by Councilman Craig and was approved.

Mr. Schroyer then informed Council that the Fire Department has part-time firefighter positions open. An advertisement was placed in the paper for them. Four applications have been received. At the last Council meeting, two of the part-time employees were appointed to full-time positions. There is a need for additional part-time firefighters. The candidates will be tested in the near future.

**FIRE DEPARTMENT
UPDATE**

Mr. Schroyer then said that Chief Ruditis has some candidates in mind for the Police Department. Hopefully, some additional candidates will be in the offing as well.

**POLICE DEPARTMENT
UPDATE**

The next item was an Update Presentation by the County Veterans' Administration Related to Banners. Harry Whittemore of the County VA was present to speak. Mr. Whittemore informed Council that there are two groups which are working together to place banners in the City. The Oil City Coalition group is working to outfit the City itself and the Veterans' Administration is working to outfit the bridges. This would include the Kephart Bridge and the County bridge. The vision which Mr. Whittemore has is that the lights on both bridges stand at a 45- degree angle. He looking for ways to get new flag pole mounts to place the flags six feet below the lights. New flags and poles would be purchased. Then below them would be the banners. The banners come in two sizes. They are 18" x 36" and 2' x 4'. They have been doing a test with a banner and it was discovered that the banners should be kept tight; otherwise, they will get ripped apart.

**UPDATE
PRESENTATION BY
COUNTY VETERANS'
ADMINISTRATION
RELATED TO
BANNERS**

The goal is to get a nice product for the bridges to make them look very nice. Mr. Whittemore's aspect of the program is going to be reviewing the criteria for the banners. That includes: killed in action, missing in action, POW or lost at sea. He is looking to have companies, businesses, at the bottom of the banners as sponsors. A business will sponsor a banner. A yard sign will be placed in front of the business. The banner, yard sign and bracket will be included in the price. He already has four businesses which are very interested in doing this.

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He wanted to give Council an update on the project. He is working with the other group as well. He spoke with Jason Reed of the VFW on this date and discussed bringing to Council what they propose.

Mr. Schroyer asked Mr. Whittemore if City assistance will be needed with the hanging of the banners. Mr. Whittemore said that he would like to have the City's assistance; however, if it can't be done, he will try to find someone to assist. He would like to have the banners up prior to Memorial Day. They would be removed just after Veterans' Day.

FISCAL, CONTRACTUAL, AND BUDGETARY TRANSFERS

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

| | | |
|-----------------------|----|------------|
| General Fund | \$ | 266,027.97 |
| Water & Sewer | | 93,285.10 |
| Liquid Fuels Tax Fund | | 44,457.88 |
| Arts Council | | 4,607.20 |
| Payroll Account | | 841.05 |
| Police 5K | | 3,388.88 |
| Industrial Park | | 22.76 |

A motion to Approve the Vouchers was made by Councilman Massie, seconded by Councilman Gustafson and was approved.

RESOLUTIONS & ORDINANCES

INFORMATIONAL

PUBLIC COMMENTS

Tessa Byham of the Venango Area Chamber of Commerce provided an update of the upcoming Oil Heritage Festival. Mrs. Byham indicated that the festival will take place from July 23 to July 27. The parade route will return to its normal route on West First Street from Orange Street to the

FISCAL,
CONTRACTUAL AND
BUDGETARY ANSFERS
VOUCHERS

RESOLUTIONS &
ORDINANCES

INFORMATIONAL

PUBLIC COMMENTS

VENANGO AREA
CHAMBER OF
COMMERCE – OIL
HERITAGE FESTIVAL

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Northside of the City. There is no theme for the parade as of yet. They will work with the City for all of the street closures, etc.

County Commissioner Sam Breene commented that he is happy that the summer playground program will take place again. It is a great thing for kids.

County Commissioner Ken Bryan informed all that the County is working on an ordinance for squatters. They hope to have a uniform approach to that. The County tries to make sure that the homeless are taken care of. They have a great human services department. They are trying to help those people who don't want to leave their makeshift homes as well.

Jackson Dilks informed all that he and Clarice Carlson have sent out e-mails to local organizations related to the Hometown Pride initiative. They are asking for start-up investments. They have not had many responses. They will now send out letters. The reason for this mailing is to fundraise for the James A. Nelles Swimming Pool. They would like to raise money by selling the City flag. He said that he has many community members approach him, saying that they would love to hang a City flag on their property. They are looking for start-up investments from local organizations. They are not looking for much money – maybe a couple of hundred dollars. He said that if anyone is involved with an organization which would like to be a part of that, he can be contacted.

CITY COUNCIL REPORTS/COMMENTS

EXECUTIVE SESSION

An Executive Session was called at 5:09 p.m. to discuss a County Program and Property Acquisition.

ADJOURNMENT

There being no further business to come before Council, a motion to adjourn the meeting at 6:17 p.m. was made by Councilman Massie, seconded by Councilman Walentosky. Motion approved.

COUNTY
COMMISSIONERS –
COMMENTS

JUNIOR COUNCIL
HOMETOWN PRIDE
UPDATE

CITY COUNCIL
REPORTS/COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

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PERSONS IN ATTENDANCE

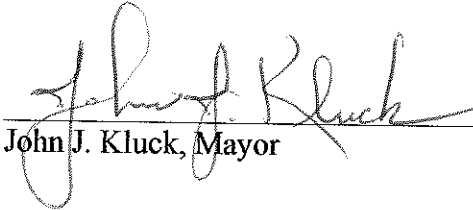
Mark Schroyer, Staff
Robert Varsek, Staff
Kelly Ryen, Staff
Terri Felmlee, Staff
Jeff Wenner, Staff
Michelle Hoovler, Staff
Cory Ruditis, Staff
Tim Alex, Staff
Yvonne Greene, Staff
Sam Breene
Ken Bryan
Paul Myers
Susan Williams
Kat Thompson
Tessa Byham
Stevette Rosen
Harry Whittemore
Kate Schell

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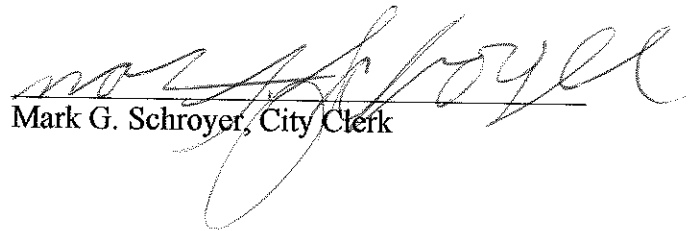
APPROVED BY COUNCIL THIS

_____ 24th _____ DAY OF _____ March _____, 2025



John J. Kluck, Mayor

I hereby certify the foregoing to be a true and correct copy of the minutes of the Council meeting of March 10, 2025.



Mark G. Schroyer, City Clerk