

**MINUTES
COUNCIL MEETING
4:30 PM**

**CITY OF OIL CITY
COUNCIL CHAMBERS
JULY 27, 2026**

Meeting called to order with the Pledge of Allegiance by Mr. Kluck at 4:30 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 July 13, 2026 was made by Councilman Walentosky, seconded by Councilman Craig and was approved.

APPROVAL OF
MINUTES – REGULAR
MEETING – JULY 13,
2026

REVISION OF AGENDA

There were three additions to the agenda. A memo and two letters were received. The memo was from Kelly Ryen of Community Development, one letter from Virginia Hetrick and the other letter from Oil City Main Street and Fueled Misfits.

REVISION OF AGENDA

APPROVAL OF
ADDITIONS TO
AGENDA

A motion to Approve the Addition of a Memo and Two Letters to the Agenda was made by Councilman Gustafson, seconded by Councilwoman Wisniewski and was approved.

The first item was a Memo from Kelly Ryen of Community Development informing Council that the second public hearing related to the 2026 CDBG application has been rescheduled to September 14, 2026 at 4:00 p.m. Mrs. Ryen addressed Council and indicated that due to the fact that residents are not responding to the surveys which were recently sent out, an extension of the hearing would be necessary. She doesn't want to go beyond a certain point because the application is due by the end of October. She would like to take another month to continue work on responses. A letter has been sent as well as a postcard. Now, Mrs. Ryen's assistant is going door-to-door to try to get answers to the surveys.

MEMO FROM KELLY
RYEN OF COMMUNITY
DEVELOPMENT –
SECOND PUBLIC
HEARING CHANGE
FOR CDBG

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Councilman Gustafson asked which streets are involved. Mrs. Ryen said that Hiland Avenue from Central Avenue to Allegheny Avenue is the problem street and East Fourth Street. She said that they would also like to do East Third Street as well, from State Street to Central Avenue. She said that there are too many unanswered surveys.

Councilman Gustafson said that, if a resident wants their street paved, it is in their best interests to answer the survey.

A motion to Change the Date of the Second Public Hearing to September 14, 2026 at 4:00 p.m. was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

The next item was a Letter from Virginia Hetrick Requesting Use of the Chief Cornplanter Monument for a Three Sisters Discovery Day. Virginia Hetrick of the Tahkoxtet Opaneyunk was in attendance to speak. She asked Council for their approval to hold the Three Sisters Discovery Day in early September on the 5th at the Chief Cornplanter Monument. It would be free to the public. The Oil City Main Street Program will sponsor the event and will provide the required event insurance. Volunteers and educational programming will be provided. There will be activity stations, to include a pollinator station by Woods & River. There will be "passports" for the children as they go through the stations. Their "passports" will be noted for attendance at each station. Certificates will be awarded at the end of the program.

LETTER FROM
VIRGINIA HETRICK –
USE OF CHIEF
CORNPLANTER
MONUMENT FOR A
THREE SISTERS
DISCOVERY DAY

Mrs. Hetrick said that they would like assistance from the City related to parking logistics if they were to be allowed approval for the event.

Mayor Kluck said that it appears that it would be a fantastic event. His only comment was that this will be the Labor Day weekend and he was concerned that not many people would show up. He does like the idea and think it will be great.

Councilman Gustafson asked if the group would use the parking lot as well. It was noted that the parking lot is now owned by the County. Councilwoman Wisniewski stated that the PennDOT parking lot is available for use on the

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weekends. There would also be parking on the streets. Mrs. Hoovler then said that there would be parking in the Justus lot, too.

Mayor Kluck asked if there would be adequate room on the sidewalks for the educational programs to take place. Mrs. Hetrick said that she thought that there would be room. The stations would be small for the children to visit to learn. There will also be volunteers walking around to talk with people.

Mrs. Hetrick didn't know if there would be any parking issues. She said that they would like to see this event expand every year.

A motion to Approve the Request of Virginia Hetrick for Use of Complanter Square on September 5, 2026 for a Three Sisters Discovery Day was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

Councilman Gustafson asked how the garden was coming along. Mrs. Hetrick said that all is growing well. By the time the September 5 event takes place, there should be much produce on the plants.

The next item was a Request from Oil City Main Street and Fueled Misfits Related to an Upcoming Back to School Car Show. John Cooper of Fueled Misfits was in attendance and spoke about this item. He indicated that the PennDOT parking lot will be utilized for the event from 5:00 p.m. until 8:00 p.m. on August 22, 2026. The purpose of this car show is to collect school supplies to donate to local schools. Any monetary donations received will be used to purchase supplies. Mr. Cooper said that the goal is to fill up a truck bed with school supplies.

**REQUEST FROM OIL
CITY MAIN STREET
AND FUELED MISFITS
– UPCOMING BACK TO
SCHOOL CAR SHOW**

A motion to Approve the Request of Oil City Main Street and Fueled Misfits Related to an Upcoming Back to School Car Show on August 22, 2026 was made by Councilman Craig, seconded by Councilwoman Wisniewski and was approved.

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WRITTEN COMMUNICATIONS

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COMMUNICATIONS

MANAGER'S REPORT

MANAGER'S REPORT

Mrs. Hoover informed Council that the City received communication from Verizon related to the phone system within the City's buildings. They will be eliminating the Centrix phone system. It is antiquated. Several options with local companies are being looked into. She is procuring information internally in order to assess exactly what is needed to provide companies interested in assisting with a new system. Proposals will be received and reviewed. Phones will be internet-based moving forward. More than likely, rewiring in the various City buildings will be needed. There will be expenses related to this change over.

CITY-WIDE PHONE
SYSTEM CHANGE

Currently, the City pays \$9.00 per phone line. The price will be higher due to more expenses connected with a new system.

She then said that the City has been working with a company called Tech Worx from Erie. They will do an analysis of the internet system and computer system in order to make suggestions related to what is currently being used. This is regarding hard and software and wiring. This is a free service.

TECH WORX –
ANALYSIS OF
INTERNET AND
COMPUTER SYSTEM

She, Mr. Herman and Mrs. Rice recently met with The EADS Group. The City will advertise for bids for the Sycamore Street Waterline Replacement Project. Bids will be due mid-August. They anticipate completion before the end of the year.

SYCAMORE ST.
WATERLINE
REPLACEMENT
PROJECT

Discussions continue with The EADS Group related to pursuing a PENNVest application for lead and copper line replacement. This will be comprised of both grant and loan funds. More information will be forthcoming as well as requesting permission for this project.

PENNVEST
APPLICATION UPDATE

The Utility Department received a recycling grant in the amount of \$9,677.86. The application for the grant was submitted in 2024. The funds should be received by the City in approximately four to six weeks. The money will

RECYCLING GRANT
RECEIPT

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be used for leaf collection and recycling.

She then congratulated Junior Councilmember Abby Copley for being crowned the 2026 Oil Heritage Queen.

ABBY COPLEY – OHF
QUEEN

She thanked all who contributed to the success of this year's Oil Heritage Festival. Mayor Kluck said that, on this date, he spoke with Kat Thompson of the Chamber of Commerce. She thanked everyone involved as well.

THANKS TO ALL FOR
OHF PARTICIPATION

CURRENT BUSINESS

CURRENT BUSINESS

The first item was a Letter of Interest Related to the Blighted Review Committee. Mayor Kluck indicated that one letter of interest was received. He suggested that a deadline be set for receipt of letters and review all at one time. Councilman Gustafson remarked that he did not believe that information was disseminated properly at the last meeting. Mayor Kluck suggested that August 19 be set for a deadline for receipt of letters.

LETTER OF INTEREST –
BLIGHTED REVIEW
COMMITTEE - TABLED

A motion to Table the Letter of Interest Received was made by Councilwoman Wisniewski, seconded by Councilman Walentosky and was approved.

The next item was a Discussion Related to Livestreaming. Mrs. Hoovler stated that she met with Rafi and Klee recently. The makerspace donated a laptop for the livestreaming. They had "extra" which they were willing to donate to a "cause." An approximate cost for the project would be \$1,400.00. The current microphones can be utilized. They are focused on sound quality. The microphone at the podium will also be operational. Operation of the system would be via the push of a button.

LIVESTREAMING
UPDATE

Councilwoman Wisniewski stated that she is supportive of this. She said that this will be a way to be transparent with the public. She feels that this is a good investment.

Councilman Gustafson likes this idea. He enjoyed watching Council meetings on the local television channel. He assumed that this livestreaming will be broadcast through YouTube. That is the case.

Councilwoman Wisniewski said that her Facebook posts after the Council meetings get many views. She said that

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she posts a synopsis of the meetings. She believes that it's very different to view the meetings first-hand. Councilman Gustafson said that there is some misconception as to what takes place at the meetings. Social media doesn't give a great idea of what transpires.

Mayor Kluck asked if there is enough money to pay for the project. The answer was yes.

A motion to Approve the Proposal of Rafi and Klee for the Livestreaming was made by Councilwoman Wisniewski, seconded by Councilman Gustafson and was approved.

The next item was a Discussion Regarding a Potential Contract for EMA Services with the County of Venango. Chief Alex addressed Council and informed them that he, Mrs. Hoovler and Mr. Varsek met with the County. Mr. Varsek drafted a contract which could possibly combine resources and allow him to remain the Oil City Fire Chief and perform the duties of the County's director of public safety. The contract was presented to the County's solicitor for review. It was hoped that the contract would have been back in time for this Council meeting.

**DISCUSSION –
POTENTIAL
CONTRACT FOR EMA
SERVICES WITH
COUNTY OF VENANGO**

Chief Alex said that, as of this date, this subject is just in talks. Mr. Varsek said that a very rough draft of a contract was given to the County for review. It is approximately eight or nine pages long. The term of this cooperative agreement is being fleshed out. It is unknown what the County has in mind. This contract is very preliminary. Nothing is set in stone. This contract is just out there for consideration. It would be more of a cost-sharing arrangement. Chief Alex would be the safety director for the County. He would also serve as the fire chief for the City. There would be a cost-sharing with benefits salary.

Councilman Craig commented that this would be a win-win agreement. Councilman Gustafson likes the cooperative arrangement idea. Chief Alex said that this would fill some gaps in the County system as well. It is difficult for the County to keep all coordinated. He said that this is all just informational at this time. The contract review is holding things up a bit. He is hopeful that by the next Council meeting, something will be able to be presented.

Councilman Gustafson said that he is receptive to this idea

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and Chief Alex is up to it. Chief Alex said it would be good to get the ball rolling. Councilman Craig said that Chief Alex has confidence and his staff is good. He feels that both chiefs do a good job and their staffs are as well. Chief Alex said that the department is "young;" however, the older members are in leadership roles and things are working well. He is proud of the department.

Councilwoman Wisniewski said that she hopes the terms are favorable. She feels that Chief Alex is doing a good job. She hopes that other municipalities take note and considers other types of partnerships.

**FISCAL, CONTRACTUAL, AND BUDGETARY
TRANSFERS**

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

General Fund	\$ 356,406.26
Water and Sewer	222,242.97
Investment Account	125,000.00
Capital Reserve	117,892.07
Arts Council	9,671.99
Payroll Account	1,158.13
Police 5K	580.86
Industrial Park	856.58

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

The next item was a Memorandum from the Engineering Department Requesting Permission to Apply for the Submission of an Application to DCED Multimodal Transportation Fund Program. This grant would replace the existing sidewalk, build a retaining wall, lightly repave, upgrade the catch basin tops to be bicycle safe and replace the guiderail, all on Plummer Street. The total project is approximately \$728,250.25 and the City's application would request \$509,250.25 from the Multimodal Transportation Fund. If awarded, the remaining \$219,000.00 will be funded by municipal money and liquid fuels funds.

A motion to Approve Permission to Apply for the

**FISCAL,
CONTRACTUAL AND
BUDGETARY
TRANSFERS**

VOUCHERS

**MEMORANDUM FROM
ENGINEERING DEPT –
PERMISSION TO APPLY
FOR THE SUBMISSION
OF AN APPLICATION
TO DCED
MULTIMODAL
TRANSPORTATION
FUND PROGRAM**

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Submission of an Application to DCED Multimodal Transportation Fund Program was made by Councilman Gustafson, seconded by Councilman Walentosky and was approved.

RESOLUTIONS & ORDINANCES

Resolution #2026-09 – Approving the Submission of an Application to the Department of Community and Economic Development Multimodal Transportation Fund Program.

A motion to Approve Resolution #2026-09 – Approving the Submission of an Application to the Department of Community and Economic Development Multimodal Transportation Fund Program was made by Councilwoman Wisniewski, seconded by Councilman Craig and was approved.

INFORMATIONAL

PUBLIC COMMENTS

Chuck Walter was in attendance and voiced his concern about parking on the street near the YMCA. He spoke about the metered spots. He said that he does feed the meters when he uses them. They are two-hour meters. He would like to see more time on them. He uses the YMCA several hours at a time. He and other patrons don't want to have to change and go out of the building to feed the meters. He said that, in the past, he spoke with the former chief and PCO about the parking meters. The on-street meters are two-hour, with a \$15.00 ticket. He and other Y members would like to see meters with more time on them.

Councilman Gustafson said that the same issue arose with the YWCA. The City recently did that. He said that he doesn't know who else may be parking there other than Y members.

Mr. Walter said that he was upset over his recent \$15.00 ticket. He spoke to the PCO and she gave him options of places to park. He said that many of the patrons are handicapped and cannot get to their cars in enough time to feed the meters. He is irritated by the parking situation.

**RESOLUTIONS &
ORDINANCES
RESOLUTION #2026-09
– APPROVING THE
SUBMISSION OF AN
APPLICATION TO
DCED MULTIMODAL
TRANSPORTATION
FUND PROGRAM**

INFORMATIONAL

PUBLIC COMMENTS

**CHUCK WALTER –
STREET
PARKING/METERS
NEAR OIL CITY YMCA**

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Mayor Kluck stated that the City will check on available meters. It is unknown if there are any ten-hour meters. Councilman Walentosky said that longer time meters would make more sense. Councilwoman Wisniewski said that the meters possibly used by Y patrons would be the ones from Petroleum Street to Central Avenue. During the week, parking can be an issue as far as feeding meters goes. Weekends do not pose the same problem.

Mr. Walters then said that the Y parking lot next to the dentist's office has patients park there.

Mayor Kluck said that the Police Chief will look into the meter issue and the possible placement of ten-hour meters. Councilwoman Wisniewski commented that the City wants to see people patronize businesses and organizations and will do what it can to try to get longer meters in place

CITY COUNCIL REPORTS/COMMENTS

Mayor Kluck lauded kudos to all for their hard work during the Oil Heritage Festival. He said that, immediately following the parade, Public Works began clean up. They did a great job.

Councilman Gustafson reminded all that BridgeFest is coming up in August. Also, Artscape was very nice. It will continue through BridgeFest. He also likes the Linden Alley events. Councilman Craig said it is not obtrusive. There are nice things to do there. Mayor Kluck said that things run very well during First Fridays as well.

Councilman Walentosky commented that the Firefighters' 5K race was great. Everyone did a nice job with it. It was well run and he liked seeing the flag displayed at the site of the race.

Councilwoman Wisniewski said that she likes seeing people trying new things. Kudos to businessowners. Many wonderful things are happening.

EXECUTIVE SESSION

**CITY COUNCIL
REPORTS/COMMENTS
KUDOS – OIL
HERITAGE FESTIVAL**

EXECUTIVE SESSION

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ADJOURNMENT

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There being no further business to come before Council, a motion to adjourn the meeting at 5:18 p.m. was made by Councilman Walentosky, seconded by Councilman Gustafson. Motion approved.

PERSONS IN ATTENDANCE

Robert Varsek, Staff
Michelle Hoovler, Staff
Kelly Ryen, Staff
Terri Felmlee, Staff
Jason Herman, Staff
Chris Gorman, Staff
Larry Drake, Staff
Tim Alex, Staff
Yvonne Greene, Staff
Morena Bricca, Jr. Council
Chuck Walter
Virginia Hetrick
Deb Delia
John Cooper
Erin Heitzenrater
Liam Heitzenrater

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APPROVED BY COUNCIL THIS

10th DAY OF August, 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 July 27, 2026.



Michelle M. Hoovler, City Clerk