

Borough of Somerset Committee of the Whole

October 14th, 2019 5:00 p.m.

1. Meeting Called to Order - President Ruby Miller

2. Pledge of Allegiance

3. Roll Call:

Council Members present: Ruby Miller; Fred Rosemeyer; Judy Pyle; Sue Opp; Steve Shaulis and Gary Thomas.

Council Member absent: Pam Ream.

Also present: Mayor Scott Walker.

Also absent: Junior Council Member Jonathan Wagner.

Also present were the following: Borough Manager, Michele Enos; Chief of Police, Randy Cox; Solicitor, James Cascio; and Consulting Engineers, Tom Reilly and Jake Bolby.

4. Announcements:

(a) *None*

5. Approval of Minutes of Previous Meeting:

(a) *All minutes are approved at the regular Council Meeting.*

6. General Public Comments:

(a) *None registered*

7. Policy Agenda:

Old Business:

(a) *None*

New Business:

(a) Request form submitted by Manager Enos:

1. Resolution – 2019 CDBG Program – *Authorizing the County of Somerset and the Redevelopment Authority of Somerset County to submit an application to the Commonwealth for our 2019 CDBG funding assistance.*

Ms. Enos disclosed that, based on time restrictions, the County and Redevelopment Authority need to submit the application for 2019 CDBG funding as timely as possible, and have requested Borough Council to consider passing the

required Resolution at this meeting. If Council so chooses to do this, it will be ratified at the next regular Council Meeting.

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Hwpfłpi 'k'vjg'co qwpv'qh'&335.3 : ; 022"will be used for an owner-occupied, residential, housing rehabilitation program.

Motion

Mrs. Pyle moved, Mr. Shaulis seconded to pass the above Resolution to authorize the County of Somerset and the Redevelopment Authority of Somerset County to submit an application to the Commonwealth for our 2019 CDBG funding assistance.

Motion Unanimously Carried

2. Cooperation Agreement – Consider executing an agreement with the Redevelopment Authority and the County of Somerset to allow the Redevelopment Authority to administer our 2019 CDBG Program.

Ms. Enos stated that this Agreement goes “hand-in-hand” with the aforementioned Resolution for our 2019 CDBG Program.

She explained that first, we pass the Resolution to submit the application. Second, is a tri-party Cooperation Agreement between the Redevelopment Authority, the County of Somerset and the Borough of Somerset. This is to allow the Redevelopment Authority to administer this program for us.

If Council so chooses to do this, it will be ratified at the next regular Council Meeting.

COOPERATION AGREEMENT
BETWEEN
THE COUNTY OF SOMERSET
AND
THE BOROUGH OF SOMERSET
AND
THE REDEVELOPMENT AUTHORITY OF SOMERSET COUNTY

THIS AGREEMENT, made and entered into this _____ day of _____ 2019,

BY AND BETWEEN

THE COUNTY OF SOMERSET, a municipal body organized and existing under the laws of the Commonwealth of Pennsylvania, hereinafter, the “County”

AND

THE BOROUGH OF SOMERSET, a municipal body organized and existing under the laws of the Commonwealth of Pennsylvania, hereinafter, the “Borough”

AND

THE REDEVELOPMENT AUTHORITY OF SOMERSET COUNTY, a body politic, organized and existing under the laws of the Commonwealth of Pennsylvania, with principal offices located in Somerset, Pennsylvania, hereinafter, the “RASC”,

WHEREAS, the Housing and Community Development Act of 1974, as amended, entitles units of general local government to apply and receive financial assistance both toward the elimination of critical, social, economic and residential blighting problems, and toward the implementation of activities which will benefit low and moderate income individuals and families; and,

WHEREAS, there exists a need for the elimination of residential blight throughout the County and the Borough; and,

WHEREAS, there exists numerous housing units throughout the County and the Borough in need of rehabilitation; and

WHEREAS, there exists a need throughout the County and the Borough to acquire, construct or reconstruct public works facilities and site or other improvements; and,

WHEREAS, there exists a need throughout the County and the Borough to assist in commercial revitalization; and,

WHEREAS, the County and the Borough recognize these community development needs.

NOW, THEREFORE, the County and the Borough hereby mutually agree:

1. The County shall file an application for financial assistance from the Pennsylvania Department of Community & Economic Development for the Community Development Block Grant Program as permitted by the Housing and Community Development Act of 1974, as amended.
2. The County, on behalf of the Borough and in cooperation with the RASC, shall be delegated as the applicant and contracting agent.
3. The County, through the RASC, shall prepare the application and all required documentation necessary to comply with the Community Development Block Grant Program application guidelines.

4. The RASC shall submit a full and final application for financial assistance for the County of behalf of the Borough with all required documentation.
5. The County shall be generally allocated that amount of Program funds only as outlined in the final program application.
6. The County, as the legal applicant, shall receive all State Community Development Block Grant Program funds and shall be responsible for administering the Community Development Block Grant Program funds in the manner as required by the Department of Community & Economic Development. The County, hereby, designates the RASC to perform such administrative duties on its behalf and to be compensated from the program funds.
7. All activities shall be administered as outlined in Resolutions establishing the purpose, eligibility, limitations, costs and administration procedures for the program. These Resolutions have been or will be developed by the County and by the RASC.
8. In the event any costs are found to be ineligible under the rules and regulations of the Program, the County shall either pay said costs itself, or, if said costs were paid from Program funds, repay said costs to the Pennsylvania Department of Community & Economic Development.
9. This Agreement may be terminated by either party hereto upon thirty days written notice to the other, prior to the effective date of such cancellation and, unless sooner terminated, the terms of this Agreement shall be for a period commencing on the date of this Agreement and will terminate 30 days after the date of final acceptance of contract requirements from the Pennsylvania Department of Community and Economic Development.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their properly authorized officers and have affixed their respective seals, the day and year first above written.

Motion

Mrs. Pyle moved, Mr. Rosemeyer seconded to execute an agreement with the Redevelopment Authority of Somerset County and County of Somerset to allow the Redevelopment Authority to administer our 2019 CDBG Program.

Motion Unanimously Carried

3. Mary S. Biesecker Public Library Bid Project – Consider awarding the bid to the lowest responsive bidder for the Library Exterior Facility Improvements Project.

Ms. Enos disclosed that this is part of the grant application that the Mary S. Biesecker Public Library received.

Ms. Enos mentioned that this is for the Library's Exterior Facility Improvements Project that involves the HVAC and the roof. No bids were received for the roof portion of the project, but 3 bids were received for the HVAC portion.

Ms. Enos stated that the architect's recommendation is to award the HVAC portion of the project to Ace Heating and Air Conditioning from Hooversville, PA, the lowest responsive bid. Their bid amount is \$11,845.00.

She added that this approval would take Borough Council's action.

If Council so chooses to do this, it will be ratified at the next regular Council Meeting.

Motion

Mr. Thomas moved, Mrs. Opp seconded to award the Library Exterior Facility Improvements Project, in the amount of \$11,845.00, to Ace Heating and Air Conditioning, the lowest responsive bidder, for HVAC improvements.

Motion Unanimously Carried

4. Somerset Inc. – Discussion concerning sponsoring an ad and purchasing a block of ice for the 2020 Fire & Ice Festival.

Ms. Enos stated that we have annually purchased a one block ice sculpture for the Fire & Ice Festival that costs \$290.00. She added that we've also had a quarter page advertisement in Somerset Inc.'s Guidebook which costs \$158.00.

Ms. Enos mentioned that this will be included on the next regular Council Meeting Agenda for Borough Council to consider. All Borough Council Members were agreeable to this consideration.

5. Donation Requests:

(a) Somerset Area Ambulance Association – Requesting a donation for the year 2020.

Ms. Enos stated that during the 2019 budget process, Borough Council agreed to donate \$4,000.00 to the Somerset Area Ambulance Association. She disclosed that it was given out in disbursements of \$1,000.00 in each quarter.

The Somerset Area Ambulance Association is again asking for Borough Councils consideration for a donation in the 2020 Budget Year.

Ms. Enos stated that we will soon be having budget discussions at our Council Meetings where this will be considered.

(b) Year to Date Financial Report – Provided through the month of September 2019. (Mr. Peters was not in attendance at the Committee of the Whole Meeting. A copy of the Financial Report was distributed to Borough Council)

Included in the Financial Report were the following:

General Fund:

Revenues – 102.03%

Expenses – 88.38%

Water Fund:

Revenues – 75.19%

Expenses – 79.45%

Sewer Fund:

Revenues – 71.19%

Expenses – 69.22%

(c) Manager's Report – Reports for all departments were distributed to Borough Council Members for the month of September 2019.

(d) President's Report - Given by Ruby Miller.

Mrs. Miller mentioned that the November Somerset County Boroughs Association Banquet will be held in Windber, PA on November 21st. She mentioned that the EADS Group will be funding the costs of the banquet.

(e) Somerset Inc. Report - Given by Judy Pyle.

Mrs. Pyle disclosed that the work to complete Trinity Park has been delayed, so they will have to re-negotiate costs in the spring.

Mrs. Pyle mentioned that Mr. Charlie Kornis will be added as a Board Member to Somerset Inc.'s Board.

She also brought out some upcoming events that will be held...The "**Jack-O-Lantern Specular**" will be held on October 19th, 2019; **Uptown "Trick-or-Treat"** will be held on October 24th, 2019; "**Small Business Saturday**" will be held on November 30th, 2019; "**Light-Up Night**" will be held on November 30th, 2019 and "**Cookie Tour**" will be held on December 7th, 2019.

Mrs. Pyle added that "Fire & Ice" Meetings are starting up.

She mentioned that the office renovation at Somerset Inc. is being worked on.

Also, the covering for the "Electrical Box" is being done along with Laurel Arts.

Mrs. Pyle also brought out that some houses, along with the Ron Flickinger Tire Shop property, have been sold and will be torn down. A bank will be going in that area.

(f) PSAB Report – Given by Fred Rosemeyer.

Mr. Rosemeyer mentioned that the PSAB Leadership Conference was recently held.

He brought out that a keynote speaker there was a retired U.S. Army Colonel, and disclosed his background to Borough Council. The theme of his talk was on "Team Building and Pride".

Mr. Rosemeyer also mentioned another talk that was given on "Community Policing and Special Units." The speakers were Police Chiefs who spoke about the Regional Police Force.

The State Fire Commissioner, who was a life-time fireman, was also a speaker. The information he shared was regarding the same problems Somerset Borough, and the State, experiences...the lack of Volunteer Firemen. The Commissioner's discourse included how he is trying to "re-do" the training at the Fire Academies.

Mr. Rosemeyer also reiterated that the pending Somerset County Boroughs Association Meeting will be held at Rizzo's in Windber, PA. He brought out that the President of PSAB will be attending, and expressed that he hoped all would attend.

Mr. Rosemeyer brought out that the next PSAB Conference will be in Hershey, PA in June 2020.

(g) Somerset Volunteer Fire Department Report - Given by Steve Shaulis.

Mr. Shaulis disclosed that from January 1st through September 20th the Fire Department answered 280 calls. 106 of those were in Somerset Borough.

They expressed "thanks" to Somerset Borough for being a sponsor for the Fire Department's Golf Tournament. After expenses, profits amounted to approximately \$16,500.00.

The "Cash Calendars" for 2020 will go on sale soon. This is one of the Fire Departments more popular fund raising events.

Mr. Shaulis brought out that a new fund raising event called "Ladies Bash" was held on September 29th, 2019. The Department realized a profit of approximately \$1,200.00 from this event.

The Kiwanis Club Halloween Parade will be held in Somerset Borough October 24th. They will also utilize the Fire Hall to hand out treats to the children.

Mr. Shaulis also brought out that the Police Department will utilize our Community Room for a special training event on October 30th dealing with proper ways to handle reports of child abuse.

He disclosed that the Fire Department Members recently conducted several fire-fighting safety programs throughout the area in conjunction with "Fire Prevention Week".

Mr. Shaulis stated that during the past month, the Fire Department took in a new fire-fighting member, and a new junior member.

In conclusion, Mr. Shaulis disclosed that in the past month, the Fire Department has had "hands-on" vehicle rescue training.

(h) Engineer's Report – Given by Jake Bolby.

Mr. Bolby mentioned that there are two ongoing sewer projects, one at the Treatment Plant and one at the East End Pump Station. The next project will be the Large Pump Replacement. The pumps should be here in November.

He also brought out that the Water Projects, along with its Water Study portion, are being worked on. The draft, and some of the preliminary conclusions, were

discussed with the Municipal Authority at their last meeting. It is going to be discussed, again, at the Municipal Authority's upcoming meeting next week.

(i) Mayor's Report – Given by Mayor Walker.

Mayor Walker stated that he deferred his allotted time to Chief Cox.

Chief Cox disclosed that, last month, he made the decision to withdraw from the Accreditation Program. He explained that the Department had their assessments coming up. The Assessors were there, and it became clear that their chances of successfully completing the assessment were marginal at best.

Chief Cox stated that he had two choices to make: To let the assessment continue and have the report sent to the Commission which, no doubt, they would have taken our accreditation from us. The other choice was to simply withdraw from the program, and to submit for accreditation again after the passage of one year.

Chief Cox said, to make it clear, this shouldn't be any reflection on the functioning of the Department or the performance of the Officers. This is not a performance-related failure. He said that they just simply weren't prepared for the assessment.

Chief Cox explained that they have 313 things they need to show two proofs of for every year. The proofs are there, but the proper time and care wasn't taken in gathering the information to make for a successful assessment. The assessment involves "proof and documentation" that we were simply not well enough prepared for.

He acknowledged that there is no doubt that they will be able to get accreditation back.

Impact of Tax Incentive Program (Act 172)

Mrs. Miller moved; Mrs. Opp seconded, to authorize the Borough manager to send a letter to the Somerset Volunteer Fire Department inquiring as whether the Act 172 Tax Credit has helped with recruiting and/or retaining volunteers for the Department.

Motion Carried 5 yes - 0 no
1 Abstention (Mr. Shaulis)

8. Executive Session – None Requested.

9. ADJOURNMENT

Motion

Mr. Shaulis moved to adjourn, motion seconded by Mrs. Pyle.

Motion Unanimously Carried
6:15 p.m.

Michele A. Enos, Borough, Manager/ Secretary

