

**MEADVILLE CITY COUNCIL**  
**Regular Meeting**  
**April 16, 2024**

<b>Call to Order</b>	<p>The in-person meeting of City Council was called to order at 6:00 p.m. by Mayor Kinder. Councilmembers Gretchen Myers and Jim Roha answered on the call of the roll. Deputy Mayor McKnight and Councilmember Vogal were absent. Junior Councilmembers Agatha Crowley and Daniel Servey sat as representatives for the evening. Junior Councilmember Elias Ramsey was also in attendance.</p> <p>City staff present were Manager Maryann Menanno, City Solicitor Tim Wachter, City Planner Peter Grella, and Recorder Darla Boca.</p>
<b>Public Comment on Agenda Items</b>	None.
<b>Notice of Executive Session Meeting</b>	Solicitor Wachter announced that there was an executive session immediately prior to the Council meeting with real estate as the discussion item.
<b>Approve Minutes</b>	<p>Councilmember Roha moved to approve minutes from the April 9, 2024, meeting. Councilmember Myers seconded.</p> <p>The roll call was unanimous.</p>
<b>Communication to Council</b>	None.
<b>Manager’s Report</b>	<p>RTKR Update Ms. Menanno noted there have been 23 Right to Know Requests for 2024. Fees total \$1600 YTD.</p> <p>General City Updates None.</p>
<b>Old Business</b>	None.
<b>New Business</b>	<p>Motion – Appointment to Shade Tree Commission Ms. Menanno indicated that after interviews were complete, the Shade Tree Commission recommends Cena Kneubehl for appointment.</p> <p>Councilmember Myers moved to approve the appointment. Councilmember Roha seconded.</p> <p>The call of roll was unanimous.</p> <p>Resolution – Authorize Modification – 2023 Community Development Block Councilmember Roha motioned to authorize modification of the 2023 Community Development Block Grant. Councilmember Myers seconded.</p>

<p>Grant</p>	<p>Ms. Menanno stated that the unfortunately, the DECD rejected all attempts the City and County for the removal of the FCCA’s architectural barriers – the addition of a ramp to the front of the building for ADA access - using CDBG activity funding. DCED denied the activity because the FCCA already has a ramp on the side of the building, which we argued was unusable and a code violation, to allow for ADA accessibility. However, DCED’s final determination was that because the side ramp still exists at the time of application, there is no barrier to remove. HUD CDBG regulations regarding removal of architectural barriers is very stringent and states that there must be a barrier to remove and then construction is limited to only correcting the barrier. Because of this, the money originally allocated to the FCCA - \$50,000 – will need to be moved to another approved activity. This activity will be the Housing Rehab activity bringing the total of that activity to \$198,395.94. FCCA has been part of the discussion along the way and is aware of the unfortunate outcome. There is not enough time to resubmit another project for FCCA for the 2023 application, but something could be considered for the 2024 application.</p> <p>Councilmember Roha indicated that he attended the hearing for this project, and the issue was explained in detail to both the City and the County. Councilmember Myers asked Solicitor Wachter if the ramp did not pass code, why couldn’t it be included. Ms. Menanno answered that HUD is very strict with the removal of barriers and the side ramp, whether to code or not, is taken into consideration. Solicitor Wachter stated that it is a technicality issue and HUD would not want to set a precedent.</p> <p>The call of roll was unanimous.</p>
<p>Resolution – Authorize Signatures – Change Order No. 1 Huidekoper Park Improvements – XL Excavating, Inc. &amp; City of Meadville - \$199.030.00</p>	<p>Councilmember Myers moved to authorize signatures for Change Order No 1 Huidekoper Park Improvements between XL Excavating and the City of Meadville in the amount of \$199,030.00. Councilmember Roha seconded.</p> <p>Ms. Menanno indicated that there was still additional money in the CDBG grant to use towards improvements at Huidekoper. As such, the City requested XL Excavating, Inc. submit a change order for additional work to be done. The additional scope of work can be found on page 2 of the Change Order and includes 11 items. One of those items is the addition of swings which were initially left out of the original design. As a reminder, the original design was created based on stakeholder feedback the City and PCE received.</p> <p>Councilmember Roha stated that this adjustment does not affect local property taxes. Ms. Menanno concurred, indicating this is funding from the grant.</p> <p>Councilmember Myers wanted more to look at. Ms. Menanno stated that public works has larger maps of the project that are available to view.</p> <p>The call of roll was unanimous.</p>

<p>Resolution – Authorize Signatures – License Agreement for Outdoor Seating – City of Meadville &amp; Pale Horse Industries, Inc.</p>	<p>Councilmember Roha motioned to authorize signatures on the License Agreement between the City of Meadville and Pale Horse Industries, Inc. Councilmember Myers seconded.</p> <p>Ms. Menanno stated that as with the Chippers and Java Tree licenses, this is the same license agreement with the same insurance requirements and fee as Julians has had in the past years. Councilmember Roha asked if there were any objections from other businesses in that area, to which Ms. Menanno answered no.</p> <p>The call of roll was unanimous.</p>
<p>Resolution – Award Bid &amp; Authorize Signatures – Mowing Contract for City Lots – M&amp;M Lawn Care</p>	<p>Councilmember Roha motioned to award and authorize signatures for the 2024 mowing contract between the City of Meadville and M&amp;M Lawn Care. Councilmember Myers seconded.</p> <p>Ms. Menanno stated that after evaluation of the received bids, M&amp;M was selected based on their overall total score. The score was comprised of 4 factors: Bid Price, References, Similar Work, and Service Capability. There are a total of 19 Small Parcel Lots and 10 Large Parcel Lots. We anticipate having each lot moved once per week over the mowing season, which is roughly 25 times. Please note that the \$1,100 and \$510 rates are not based per parcel but are based on the 10 large parcels and the 19 small parcels in total.</p> <p>Councilmember Roha asked what the total cost would be. Ms. Menanno indicated that the total cost of the contract equates to approximately \$40,250 for the mowing season.</p> <p>The call of roll was unanimous.</p>
<p><b>Public Comment on Non-Agenda Items</b></p>	<p>Mr. Mike Crawley, with the Meadville Tribune, indicated that he was here to give his annual reminder about the Sunshine Act, in which transparency in government is important. Mr. Crawley said within the executive sessions, the Sunshine Act doesn’t prohibit a more detailed account of what happens – that you can disclose what happens but are not required. There was a legal precedent set for the state that there should be disclosure of what happens in the meetings. Beyond the “executive session was held to discuss real estate, personnel, litigation”. People are informed about what happens in that statement, and they deserve to know what is discussed in the executive sessions. Council can give information in a discrete, meaningful and specific manner to maintain transparency to the public. The Sunshine Week was celebrated in March and coincides with James Madison’s birthday, the father of the Constitution, with the purpose of educating the public about the importance of honest, open transparency. No one wants to say much, but with a little extra effort it could do good.</p>

<p><b>Councilmember Statements</b></p>	<p>Junior Councilmember Servey:</p> <p>Junior Councilmember Crawley: <i>On Sunday, the Jr. Council met with Renna to discuss upcoming plans for Jr. Council. Those plans are to focus on connecting with more young people and getting them involved.</i></p> <p>Councilmember Roha: Last Monday, with watching the eclipse and getting sunburned. It was an amazing sight and hope that the business people had a bit of a bonus with all of the people. It was 5 mile per hour traffic on I79 afterward.</p> <p>Councilmember Myers: <i>Shout out for the housing authority that the bed bugs are way down from 15 units to 8. We had a meeting with HUD and Vanessa, the Chief Executive Director of the Housing Authority, Maryann, and residents from the resident’s council – there is a lot of good foundation for resolving issues. So, we are super hopeful for what’s going on with housing. Also, the Savor for Scholars is this Saturday, 4:30 to 9 at the ICC. A good event – go eat some good food.</i></p> <p>Mayor Kinder: <i>Savor for Scholars event, the Black Diamond event on Saturday, FCCA has their breakfast and speakers – it’s a full day, so if you want to do something on Saturday and get some free food and check out what’s going on. I wanted to let everyone know that Gretchen ran 99 miles last week! She is amazing here, but also taking the walk-a-thon serious. The weather is getting better, I want to encourage everyone to walk. I walked today and spoke to at least 25 people. People are out and they are excited to be here. Meadville is a really cool place and we have an obligation to let people know. You can find your joy here, so I encourage to do that. Be a part of what we are doing, get out and enjoy yourself and talk to the people who live here.</i></p>
<p><b>Adjournment</b></p>	<p>With no further business to come before Council, Councilmember Roha moved to adjourn. Councilmember Myers seconded, and the roll call was unanimous. The meeting was adjourned at 6:22 p.m.</p>

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Maryann Menanno, Interim City Clerk

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Jaime Kinder, Mayor