

SAXONBURG BOROUGH
Special Meeting Minutes
June 1, 2021

President Weinzierl called the meeting to order at 6:00 p.m.

Roll Call Dave Felsing, June Crawford, Sherry Weinzierl, Scott Herbst, and Mayor Gillespie were present.

Also in attendance were Mary Papik/Manager, Jody Vettori Secretary/Treasurer, Doug Sprankle, Peter Watt, Judy Ferree, Caroline Yacono, Chuck Lewis, and Dave Johnston.

Pat Rinebolt, Carol Neubert, Josh Novotny, and Christina McCormick were absent.

Manager Mary Papik

Mary discussed the various items that are surfacing as vendors are placed in spots, notably where water and electricity are available, and she asked for a flow of information among Council and everyone present on street closings, a possible car show, parade, entertainment.

Information for placing vendors:

- Chuck Lewis of the Saxonburg Volunteer Fire Company let everyone know that electricity would be easily run on the Carnival Grounds, and less easily run to the grassy Passthrough. Water hookup would be available on the South side of the Carnival Grounds with very limited availability for removing grey water.
- Doug Sprankle said he will have a water truck on the North side of the Carnival Grounds for vendors to use.
- Vendors needing water will not be placed on Main Street as there is no access to water.
- Indoor vendors will be placed in the Fire Department's Banquet Hall, with tables available to rent for \$5 each.
- Mary asked Council about moving the Art & Photo show to the Fire Department's Banquet Hall if the number of indoor vendors stays low. Sherry Weinzierl suggested talking to the Church about this.

Vendor Rates:

- Festival Rates: Mary shared that the Pittsburgh Regatta is charging \$500 for Hot Food vendors, and the Cranberry Festival rate is \$310. Mars Applefest, a one-day event, has a vendor rate of \$80 with no distinguishment among different types of vendors.
- Chuck Lewis shared his expertise with booking Carnival vendors:
 - Hot Food trucks typically pay a little more than the crafters.
 - He said in the past, the annual Carnival would produce a \$2,100 electricity bill for a 6-day event with many of the rides generating their own power.

He said that past Carnival vendors wouldn't balk at rates in the \$15-30 range for utilities.

- Chuck suggested setting rates according to the dollar amount Council would like to make. Then, either keep it simple with the utilities included, or have each vendor pay according to their individual needs.
- Mary shared that the number and types of applications received so far suggest trying for 10 food vendors in addition to what Doug Sprankle already has lined up, and 80-100 crafters.
- Dave Felsing suggested reverting to the 2019 rates and adjusting next year if necessary because vendors have been hard hit over the Pandemic. Sherry Weinzierl suggested lowering the rates further.

Parade, Car Cruise, and Car Show:

- Main Street will be closed Saturday and Sunday starting around 10:30 a.m. The Mayor suggested that a parade could take place early on Saturday before the road closure, subject to Council approval. He suggested that holding a parade or car cruise to Sunday would not work well on account of the church services. The Mayor will follow up on the parade and present his findings at the next Council meeting.
- Caroline Yacono suggested letting the Car Cruisers join in a possible Saturday morning parade before Main Street is closed.
- A Veterans' motorcycle ride might come through Saxonburg on Saturday. Sherry Weinzierl is tracking down information on this to share at the next Council meeting.
- First Commonwealth parking lot could be used for a Car Show. This would move the parking lot vendors to the grassy Passthrough and allow them to set up and sell on Friday.

Main Street:

- The businesses on Main Street are drumming up ideas for activities on Main Street to keep patrons moving among the Carnival Grounds to Main Street and back again. Ideas are welcome to supplement the business ideas.
- Doug Sprankle said he has multiple shuttle busses coming from parking lots outside of town and is looking to route the busses to drop patrons off at Main Street so that vendors outside the Carnival Grounds will receive that much more exposure.

Additional Needs/Suggestions:

- Doug Sprankle explained that the voucher system would be used for the food vendors inside the Carnival Grounds only, for safety purposes due to the cashflow for the Oktoberfest.
- Caroline Yacono discussed the feasibility of producing a show with actors from Syracuse University. She asked permission to raise funds through one of the charitable organizations. The Mayor named them: Friends of Saxonburg Museum, Sister Cities, and the Friends of Saxonburg Police. The Mayor asked Carrie to start asking questions and put together some preliminary budget

numbers and present Council with a Go/No Go scenario at the next meeting. Council and Mary clarified the language needed: Raising funds for a *production* to be performed *at* the Saxonburg Arts Festival, not raising funds *for* the Arts Festival.

- Mayor Gillespie asked Mary for a preliminary budget of income vs. expenses for the Arts Festival, to include office staff time, and said he would provide the expected police time.
- Officers are lined up for overnight shifts Friday and Saturday, with a possible extra person to float. Doug Sprankle asked about the possibility of taking on the cost if the Borough would provide extra officers for the Oktoberfest.
- The police department will need two golf carts, and the Festival will need an additional one for trash collection. Doug Sprankle suggested he could request the use of side-by-side vehicles from a resource he has, that both the Oktoberfest and Borough could use.
- Port-a-Johns will be necessary outside of the Carnival Grounds for patrons to use.
- Entertainment plans on Sunday include bands or a D.J. on the stage at the Carnival Grounds as well as the possible musical to be produced by Caroline Yacono. Band suggestions included local artists. Ideas should be fleshed out by the next Council meeting in two weeks.
- Scott Herbst needs a budget from Council for hiring the Sunday bands. He said the 2018 budget was \$3,400; in 2019 it was reduced to \$3,000. Those were for 2-day events. This year there is only Sunday from 12-5 p.m. to fill, with possibly two acts. Sherry Weinzierl suggested under \$1,000 and Scott said that could work.
- Dave Felsing suggested renting a light tower for the grassy Passthrough area, for safety reasons and also so that vendors who need electricity in that area could use it. Chuck Lewis suggested requesting a tower or light tube from the County, who would possibly provide it free of charge.

Motion was made and seconded by Dave Felsing/Scott Herbst to update the 2021 Arts Festival vendor rates to \$300 for Hot Food/Food Trucks, \$150 for all other vendors, and add \$15 per utility needed, and \$5 per table needed for Indoor vendors. The motion carried.

Adjournment

The meeting adjourned at 7:50 p.m.

The next meeting is scheduled for Tuesday, June 15, 2021 at 7 p.m.

Jody Vettori
Secretary