

Borough of Jefferson Hills  
Agenda Meeting of Council  
December 6, 2017

The agenda meeting of Council was called to order by President King at 7:00 p.m. in the Municipal Center, 925 Old Clairton Road. Following the Pledge of Allegiance, Mayor Cmar, Council Members Ielase, Khalil, Montgomery, Sockman, Vice President Weber and President King answered to roll call. Borough Manager Levander, Finance Officer Bennett, Solicitor Shimko, Chief Roach, Consulting Engineer Minsterman and Public Works Director Volpe were also present. Council Member Reynolds was absent

1. Pledge of Allegiance
2. Roll Call
3. Citizen/Taxpayer Comments

Bob Gulla of 1301 Collins Avenue spoke regarding the task force being formed and his belief that Council should not be at the meetings.

Andrew Tomer of 1312 Hornbake Drive requested that Council consider the purchase of updated SCBA (Self Contained Breathing Apparatus) for the fire companies.

4. Report from Borough Boards and Commissions

A) Jim Kingsley, Library Board, provided the following information:

- The Community Holiday Celebration was successful, but there was a parking issue and suggested the possibility of a paved path with lighting to the lower lot.
- A proposal for “panic buttons” for the upper level of the Municipal Center was obtained from Vector Security. The price is \$634 for installation and \$35 monthly and would utilize handheld devices.
- Requested an update on the requests to evaluate the evening lighting in the upper parking lot at the library entrance.

5. Motion to approve minutes of regular meeting October 9, 2017
6. Motion to approve minutes of agenda meeting November 8, 2017
7. Motion to approve minutes of regular meeting November 13, 2017

President King stated the interruption by Mr. Moresea and his being asked to leave the meeting was omitted from the minutes and asked that this be included.

8. Motion to approve the monthly bills

9. Motion to approve the monthly payrolls
10. Motion to adopt Resolution No. 28-2017 adopting the Borough Budget for the year 2018 in final form
11. Motion to adopt Ordinance No. 865 establishing the base Real Estate Tax rate for the year 2018 at 5.66 mills (General 5.226 mills; Fire 0.355 mills; and Ambulance 0.079 mills)
12. Motion to adopt Ordinance No. 866 accepting and dedicating Hunters Field Circle, Labrador Lane and Spaniel Lane in the Hunters Field Plan of Lots - Phase 4 as public streets and further accepting and dedicating the infrastructure of sanitary and storm sewers serving said streets with the exception of the stormwater detention pond and any storm sewers less than 15" in diameter which shall be owned and maintained by the Homeowners' Association and authorizing the appropriate Borough officials to execute any and all documents necessary to approve such acceptance and dedication
13. Motion to adopt Resolution No. 29-2017 declaring official intent to reimburse the General and/or Sewer Funds used to construct improvements in the West Elizabeth Sanitary Sewershed as part of the WESA Act 537 Plan Implementation Capital Projects with funds received from the Pennsylvania Infrastructure Investment Authority ("PENNVEST")
14. Motion to authorize the proper Borough officials to execute the Utility Relocation Reimbursement Agreement with the Pennsylvania Department of Transportation for the Walton Road Sanitary Sewer Relocation Project on State Route 3021
15. Motion to approve agenda and regular meeting dates for the year 2018
16. Motion to approve Application for Payment No. 1 and Final from State Pipe Services, Inc. in the amount of \$14,366.39 for the SHACOG O&M Preventative Maintenance Contract, Year 7, subject to the receipt of an invoice from SHACOG
17. Motion to approve Application for Payment No. 1 from Robinson Pipe Cleaning Company, Inc. in the amount of \$52,272.54 for the SHACOG O&M CCTV Inspections and Cleaning Contract, Year 7, subject to the receipt of an invoice from SHACOG
18. Motion to approve Payment Application No. 2 to Swede Construction Corporation for work completed on the Beedle Park Baseball Field Improvements Phase 1B Project in the amount of \$148,469.33
19. Motion to approve Payment of Invoice #2017-61 to Soli Construction, Inc. for the Walton Road Sanitary Sewer Relocation Project in the amount of \$4,200.00
20. Motion to approve Payment Application No. 2 and Final to Insight Pipe Contracting, LLC for the Jefferson Estates Sanitary Rehabilitation and Repair Project in the amount of \$33,437.73 subject

to the receipt of the two (2) year maintenance bond for 50% of the final contract amount and approval of the maintenance bond by the Borough Solicitor

21. Motion to approve Work Authorization dated November 24, 2017 from Gateway Engineers, Inc. for additional work needed to finalize the work for the Jefferson Hills/West Elizabeth Sewershed Act 537 Plan in the amount of \$15,000.00
22. Discuss amending and adding certain fees to the Codified Fee Schedule for the year 2018

Mr. Khalil asked if any fees need to be updated. Ms. Levander responded that the UCC fees have increased and the use of the parks on Page 12 will need to be updated to include the policy for use by Boards and Commissions. Paragraph 4 of that same page will be changed to allow all non-profits no charge use at the discretion of Council. Ms. Levander also suggested that Council may want to increase the Solicitation Fee on Page 9. Council agreed to raise the Solicitation Fee.

23. Discuss all rates for the Sanitary Sewer Ordinance

Mr. Bennett provided spreadsheets on the Jefferson Hills Sewage Rate Study to Council showing the different rate increase percentages over a five (5) year. Mr. King asked everyone to look over the spreadsheets provided and come back in January with a decision. Mr. Shimko commented the Borough would have to advertise for this increase on December 31 to enact in January. Mr. King stated this can be discussed more on Monday so that the advertising may be done in December.

24. Discuss Act 42 of 2017 prohibiting the location of a Category 4 licensed Facility (small casinos) within the Borough

Mr. Shimko stated on October 26, 2017, the Pennsylvania legislature passed a bill authorizing up to ten (10) mini casinos to be owned and operated by current casino licensees across the state. A mini casino is defined as a casino with no fewer than three hundred (300), but no greater than seven hundred fifty (750) slot machines and table games. Mr. Shimko added the mini casino could not be located within twenty-five (25) miles of an existing casino, unless the existing casino is the applicant for the license. If the Borough wants to prohibit any possible mini casino, the legislature has allowed that, but it has to be done by December 31, 2017. If the Borough wants to allow the possibility of a mini casino, you do not have to do anything. The original prohibition may be rescinded at a later date, but can never be redone. Mr. Montgomery questioned what the negative effect of allowing a mini casino would be. Mr. Weber responded it would be bad for families, there are addiction problems, related financial losses, bad for small business owners and bad for communities as far as property values. Mr. Weber stated he would not vote for one. Mr. King asked for a consensus from Council and it indicated it wanted to move forward with the resolution to prohibit mini casinos.

25. Discuss the West Elizabeth Sewershed 537 Plan Capital Improvements Project Contract A – Construction of the Pump Station

Mr. Minsterman stated Contract A is for the construction of the pump station, the preparation of the foundation for the equalization tank and flow equalization tank itself. With that description, six (6) bids

were received. The apparent low bidder was Global Heavy Corp. The second low bidder, Mele & Mele & Sons submitted a withdrawal request as a result of a mathematical/clerical error and Gateway recommends the Borough accept the withdrawal request and also recommends awarding the contact to Global Heavy Corp.

26. Discuss the West Elizabeth Sewershed 537 Plan Capital Improvements Project Contract B - Electrical portion of the Pump Station

Mr. Minsterman stated Contract B is directly related to the pump station and equalization tank in Contract A, but is the electrical work associated with that facility and is required to be bid separately. Eight (8) bids were received and Allegheny City Electric was the apparent low bidder. However, Allegheny Electric submitted a bid withdrawal request as a result of a mathematical/clerical error. Gateway recommends the Borough accept this withdrawal request and award the contract to A-1 Electric, Inc.

27. Discuss the West Elizabeth Sewershed 537 Plan Capital Improvements Project Contract C – Construction of sewer pipes in West Elizabeth

Mr. Minsterman stated Contract C consists of all the related piping associated with the pump station and the equalization tank outside of the facility in the Borough as well as through the Borough of West Elizabeth. Six (6) bids were received and the apparent low bidder was Jet Jack, Inc. Gateway's recommendation is to award the contract to Jet Jack, Inc.

28. Discuss the West Elizabeth Sewershed 537 Plan Capital Improvements Project Contract D - Construction of sewer pipes along Walton Road

Mr. Minsterman stated Contract D is for the replacement of the gravity sewer line along Walton Road resulting from overflows and an under-capacity line. Five (5) bids were received and the apparent low bidder was W. A. Petrakis Contracting and Landscaping Company. However, W. A. Petrakis Contracting and Landscaping Company submitted a withdrawal request as a result of mathematical/clerical error. Gateway did a thorough review and recommends the Borough accept the withdrawal request. Gateway also recommends awarding this contact to Jet Jack, Inc.

29. Reports

Fire Chief, Andrew Tomer reported:

- There is joint training on December 7 and 17 all three (3) departments are invited.
- National Incident Management System Resolution needs to be passed so that the Borough will not lose Federal Funding in an emergency. After consulting with Council, President King asked that the resolution be added to the Regular meeting agenda.

Consulting Engineer Mr. Minsterman reported:

- Clairton Municipal Authority is, again, changing the location of the connection point for the CMA 537 Plan.

Finance Officer/Treasurer Mr. Bennett reported:

- The 2018 budget is balanced and there will be no tax increase this year. Thanks to the members of Council who helped formulate the budget.

Public Works Director Mr. Volpe reported:

- The full Public Works report was provided to Council.
- An estimate was provided for Cummings Brockway to replace both transfer switches on the emergency generators for the Municipal Center. After consulting with Council, President King asked that the proposed purchase be added to the Regular meeting agenda.

Police Chief Roach reported:

- Two (2) of the new officers have finished all of their testing and will be starting next week. The third is in the process.

Manager Levander reported:

- Believes we have a tentative agreement with Jefferson Regional Medical Center regarding the payment in lieu of parking tax. This will be on the Agenda for approval Monday night. Mr. Khalil thanked Vice President Weber for his work on this agreement.
- Currently, we are using the Pittsburgh Post-Gazette for advertising, but, after doing some research, it was found that the South Hills Record would be much less expensive to use. Mr. King asked if Council felt the information would reach enough people advertising in the South Hills Record. Mr. Shimko added, legally, the South Hills Record would qualify, but an issue could be the amount of people reached by this paper. Another issue would be the fact that the South Hills Record is a weekly paper so you may still need to use the Pittsburgh Post-Gazette for advertising that needs to be done timely. Mr. Minsterman commented, for bid advertising, it isn't important which paper is used because there are services that scan all the newspapers and report the bids to the contractors. Mr. Montgomery stated that Brentwood and Whitehall use the South Hills Record almost exclusively.
- A meeting has been scheduled with the Turnpike Commission on December 11 at 2:00 p.m. regarding the Miller Run Road changes and the Lewis Run Road stream project

Mayor Cmar reported:

- Reminder that the Police are having a toy drive and would appreciate monetary and gift card donations as well.

30. General Business

Mr. Montgomery noted:

- The SHACOG Volunteer Fire Committee met with strong emphasis on training.
- The SHACOG Administration Committee met and the salt prices will stay at current price for the rest of the year.
- The SHACOG police and passenger vehicle bids are on the SHACOG website. SHACOG car prices are fixed for a year, but COSTARS can escalate throughout the year.
- The SHACOG truck bids are in the final stage and will be bid this month.
- The SHACOG Cable Board hearing on Verizon was held October 26 and there was no public comment.
- The SHACOG joint solid waste bids are a work in progress. There is a third vendor being added.
- The SHACOG CDBG 44 looks like it will be funded.
- Regarding manhole rehabilitation, the Borough has completed two hundred (200) with one hundred (100) being done this year.

Mr. Sockman noted:

- Encouraged all Council Members and members of the community to donate to the toy drive. As the Mayor noted, there are enough toys, but any financial considerations you can give them would be appreciated.
- Asked Council to please consider Mr. Kingsley's request for panic button security system.
- Would like to get the formulation of the task force for the consolidation of the fire companies moving forward and get a chairman appointed. Mr. King stated we will be receiving the fire departments' appointed delegates this week and by Monday we will be able to act on this.

Vice President Weber noted:

- Regarding the request for SCBA (Self Contained Breathing Apparatus) purchase by Mr. Chalfant, this purchase would upgrade equipment and also allow the departments to start consolidating. He respectfully asked Council to consider this request. Mr. Khalil commented that he did not feel this purchase should come out of the Foreign Firefighters Fund, but rather ask the

companies to share in the cost or look at a payment program for this equipment. Mr. Sockman agreed that the disproportionate funding for 885 was to be used for the shift firefighters and not for this type of purchase. Mr. Sockman also stated that the purchase should be made outright rather than using a payment program. Mr. King agreed that this purchase is necessary.

- Would like to see more use of the Borough website and Twitter to get additional information out to the public. Asked Ms. Levander to speak with Jane Milner about this opportunity.

Mr. Khalil noted:

- Received a call from Doug Pascoe, the Chief of EMS, regarding a meeting with Clairton's Mayor Lattanzi to discuss reimbursement to the Borough for EMS coverage because Clairton no longer has an EMS. Will report back with information from the meeting. The Borough may need to look at what are coverage obligation would be if the reimbursement amount is not satisfactory. Mr. Sockman asked if Glassport would also need coverage since Clairton used to cover Glassport. Mr. Khalil responded that would be one of the many things we would have to discuss in the meeting.
- Asked an agenda be provided before the Engineering Committee Meeting to all of Council so that everyone knows what is being discussed.

President King noted:

- After last month's meeting, he asked Jane Milner to put together a Communication Policy for Council.
- Asked Ms. Levander to provide an update on the wall finishing project at the Borough Building. Ms. Levander stated that the project is almost complete and are working in the Police Department area now. There is a small snag in that the contractor does not believe it is in their contract to purchase and install the vinyl base. The Architect stated a change order will be provided. Ms. Levander explained this was in the contract. The Architect replied that the vinyl base will not be purchased and installed without having a signed changed order. Mr. Shimko replied this was in the bid documents, but he is not sure if this item was in the contract and will have to look into that. Mr. King stated to let Mr. Shimko look over the contract and decide if the Borough should look into legal action or just have the contractor finish to be done with this project.

### 31. Adjournment

President King adjourned the meeting at 9:43 p.m. with an executive session to follow from which Council would not return on motion by Mr. Sockman, seconded by Mr. Montgomery and carried unanimously.

32. Executive Session – Personnel, Labor, Real Estate, Legal, Privileged, Legally Confidential and/or Legal Investigatory Matters

Tricia Levander  
Borough Manager