

Borough of Jefferson Hills
Agenda Meeting of Council
March 8, 2017

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

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

Rich Wojnar, Richard J. Wojnar, and Gary Williams all spoke about a sexually violent predator who had moved into their neighborhood for treatment in a single family residence owned by InVision Human Services and what they consider the questionable placement of a sex offender in a home for treatment generally in a residential area and specifically that is located between other homes with families who have young children and teenagers.

Maggie Davis spoke about InVision Human Services, the owner of the above home for treatment, and its Signals Program which is for individuals with disabilities who exhibit problematic sexual behavior. She stated that there is 24 hour awake supervision in this specific house. This house has natural barriers including shrubbery and fencing and spoke about the training program the organization's staff is given.

Gary Schafer, Michael and Angela Thompson, and Brandon Mach all spoke about a feral cat problem that continues in Patriot Pointe. There has also been an issue with raccoons being fed. They are asking the Borough to consider an ordinance from a community in North Carolina. Chief Roach stated the residents who are feeding the cats have been instructed to trap and relocate the cats at their own expense and has been doing so. He also noted that the Jefferson Hills Police Department will keep inspecting the situation.

Bob Gulla asked what the \$17.00 sewage fee is on his bill this month. Ms. Omer explained that the Borough had not raised sanitary sewage fees in twelve (12) years. In the interim, the Pennsylvania Department of Environmental Protection ("DEP") has required the Clairton Municipal Authority (CMA) and West Elizabeth Sewage Authority (WESA), the municipal authorities which treat the vast majority of the sanitary sewage from the Borough, to increase capacity at their wastewater treatment plants. DEP has also required the Borough to update its sanitary sewage system and sewer a portion of the Borough that has failing on-lot septic systems owned by individual residents. The Borough's contribution to the municipal authorities' capacity increases as well as its own project costs are in excess of \$25 million and the Borough needed to increase the sanitary sewage rates to meet these DEP mandates. Part of the rate increase included

the questioned \$17.00 monthly flat fee for all users, but the Borough intends on decreasing it to \$12.00 after five (5) years.

4. Report from Borough Boards and Commissions

A) Melissa Steffey and Brian Konick

- Community Days will be held on Saturday, June 10, 2017 at 885 Andrew Reilly Memorial Park. There will be a baseball tournament, fireworks, a country band, and they currently are adding more vendors each day. Information is on the Borough website along with vendor applications.

Mr. Khalil spoke about his visit to the Bethel Park Community Center. Brian Konick stated North Fayette and Collier Township both reached out to invite the Borough to visit their community center. There is now a Task Force being created with members to be determined from the School Board, Recreation Board, and Borough Council to help gather information to investigate the possibility of a Borough community center. The Borough is in the beginning stages of looking into this for things like education, senior activities, and athletics.

5. Motion to approve minutes of agenda meeting February 8, 2017

Mr. Khalil stated the engineering project spreadsheet is looking good and will continue to work on this moving forward.

Mr. Khalil asked where things stand with the interns. Ms. Omer stated three resumes are being looked at and should be ready for Ms. Levander to review by the end of the week.

Mr. Khalil stated the West Elizabeth street opening permit meeting scheduling has come to a standstill after the West Elizabeth Council canceled two (2) scheduled meeting with the Borough of Jefferson Hills Borough Council and West Elizabeth Council President Lew Miller has not reached back out to Mr. Khalil or the Borough.

6. Motion to approve minutes of regular meeting February 13, 2017

7. Motion to approve the monthly bills

With respect to a large payment to Fire Chasers, Mr. Khalil stated the invoice was \$185.00 over the budgeted initial estimate of \$25,000.00. Mr. Khalil stated he doesn't have a problem with this going over \$185.00 for the turn out gear. With respect to the set of tools, The Borough will pay \$67,000.00 which was the original amount agreed upon and included one set of tools.

8. Motion to approve the monthly payrolls

9. Motion to accept the proposal of Day Ford, Inc. in the amount of \$60,680.00 to purchase two (2) 2017 Ford Interceptor Utility Police Vehicles under the SHACOG Purchasing Alliance Program

Chief Roach stated two Police Vehicles will be retired from police duty due to age and use.

10. Motion to accept the proposal of Woltz & Wind Ford, Inc. in the amount of \$47,479.00 to purchase one (1) 2017 F550 Cab and Chassis Public Works Vehicle under the PA COSTARS Cooperative Purchasing Program

Mr. Lovell stated this will be used to replace an aging dump truck and there is money in the budget. The vehicle it replaces will go to auction afterwards.

11. Motion to accept the proposal of Walsh Equipment in the amount of \$29,707.00 to purchase body, hydraulics and spreader for the Public Works Vehicle under the PA COSTARS Cooperative Purchasing Program

Mr. Lovell stated a Public Works dump truck comes in stages from different companies and needs to be built, therefore agenda items 10-12 function together. It can take several months for the process to be complete.

12. Motion to accept the proposal of Push & Pull in the amount of \$6,693.00 to purchase a snow plow for the Public Works Vehicle under the PA COSTARS Cooperative Purchasing Program

Mr. Khalil stated the vehicle and attendant items is well below the budgeted price, however, his concern is spending the unbudgeted money on the Vactor truck for \$30,000.00 and then spending \$90,000.00 of budgeted money on this purchase. Mr. Khalil would rather wait until June or July and then move forward with the purchase of this vehicle. Mr. Montgomery asked which account the money for this purchase would be budgeted from and which budget account the money for the Vactor truck was taken. Mr. Bennett stated from Capital Improvement Budget for this purchase and the Vactor truck came from the Sewage Revenue Fund. Mr. Khalil asked about the working condition of the current vehicle. Mr. Lovell stated the engine was rebuilt prior to his arrival at the Borough, which has been over 7 years. Mr. Lovell stated it would take between 4-6 months for the parts to get here and have the truck outfitted for service. Mr. Sockman asked how the Public Works department is set for equipment versus routes they will need to run. Mr. Lovell stated there is one big spare truck.

13. Motion to authorize the sale of a used code enforcement vehicle, a 2004 Chevy S10 Blazer, at the Perryopolis Auto Auction

Mr. Lovell stated this vehicle was pulled off the road when it was due for inspection because the repairs were too expensive. He noted that one of the retired Police Department vehicles will replace this vehicle for Code Enforcement.

14. Beedle Park Phase 2 Department of Conversation and Natural Resources and Gaming and Economic Development Funding grant applications in an amount not to exceed \$5,000.00

Ms. Omer stated Phase 1B is getting ready to go out to Bid. The DCNR grant application for Phase 2 is due on Wednesday, April 12, 2017. Mr. Montgomery stated he got the most recent application from Mr. Saccone's office.

15. Motion to approve Work Authorization dated March 1, 2017 from Gateway Engineers, Inc. for the 2017 Paving Program in an amount not to exceed \$4,000.00

Ms. Omer stated this Work Authorization is for the plans and specs to put the bid out for the 2017 Road Program coordinated between Mr. Lovell and Mr. Glister. Mr. Khalil asked what we have budgeted for the project. Mr. Bennett stated Contract A had a budget of \$575,000.00 and Contract B has a budget of \$165,000.00, with any remainder from these contracts potentially being used for a pavement rejuvenation Contract C or another use.

16. Motion to approve Work Authorization dated March 1, 2017 from Gateway Engineers, Inc. for the 2017 Seal Coating Program in an amount not to exceed \$4,000.00

Ms. Omer stated this is the second half of the Paving Program. The first half is the asphalt and the second half is a sealer coat. This comes out of Contract B budget for \$165,000.00.

17. Motion to approve the Work Authorization dated March 1, 2017 from Gateway Engineers, Inc. for the Jefferson Estates Rehabilitation and Repair Project in an amount not to exceed \$25,000.00

Ms. Omer stated this is the project Gateway discussed with Council to line the sewers in the Jefferson Estates Plan of Lots and will come out of the Operation and Maintenance Plan Budget. Gateway will get the plans and specs and then go out to bid. Mr. Khalil asked what other types of projects are planned for that budgeted money. Ms. Omer stated it is for projects like these but it has not been used much in the past. She stated no other project will need to be given up, the budgeted funds will just be used more right now than in the past. Mr. Khalil asked if the Resident Coordination portion of the proposed work could be done in house to save some money. Ms. Omer stated anything the Borough can do will be subtracted from the total cost.

18. Discuss request by West Jefferson Hills Historical Society for Borough funding in the amount of \$1,300.00 for the Fall Festival

Council directed Borough Staff to provide the requested funds.

19. Discuss the proposed agreement between the Borough of Jefferson Hills and Sable Kennel for Animal Control Services

Mr. Shimko stated this is the third animal control company the Borough has used in the past few years, but that it has been basically the same contract because the last two companies had purchased the business and continued using the same contract. However, Sable Kennel took out one item which is to provide road kill services. Mr. Shimko stated he did not believe Sable Kennel mentioned that during any discussions they had with the Borough. This is a service that gets used

quite a bit so this item needs further discussion with Sable Kennel prior to Council moving forward. Chief Roach stated if the Borough does not have this service it is going to be a challenge to get done. Mr. Montgomery asked if these are the same people with the same employees and they are changing the name of the Company or are they changing ownership. Chief Roach stated it is a different company, the old company has been sold to Sable Kennel.

20. Reports

Fire Chief:

- Chief Tomer stated there have been 85 incidents to date
- Chief Tomer thanked Council for the gear and tools
- Mr. Khalil thanked Chief Tomer for becoming the Emergency Management Coordinator

Engineer:

- Ms. Omer stated they reached out to Mr. Montgomery for help to get their last permit from the DEP for the Phase 5 Growing Greener Grant.

Mr. Khalil asked about the completion of the formal Operation and Maintenance Plan (“O&M Plan”). Ms. Omer stated one part of the Borough’s corrective action plans was to prepare an O&M Plan which was adopted by Council and had an annual budget. The DEP requires the work be completed and maintained. Mr. Glistler is putting together a plan to incorporate timing for things like CCTV, manholes, walking the streams, and overflows. It will be finalized, then Gateway will meet with the Borough staff for feedback, and then finally Gateway will present it to Council for formal adoption. This falls under the previously discussed O&M Plan Budget.

Mr. Montgomery asked for an update on the lining portion of the sanitary sewer along State Route 837 to remediate any effects of volatile organic compounds (“VOCs”). Ms. Omer stated there were VOCs found in the soil many years ago and the discussed remediation at that time was to line the sewers. However, DEP now will not let the Borough move forward until DEP gets feedback from Hercules on things Hercules must do first.

Finance Officer/Treasurer:

- Mr. Bennett stated he received the agreed upon procedures from the auditors yesterday with respect to the audits of the volunteer fire companies.
- Mr. Bennett stated the Highway Aid fund was received from the State. \$320,000.00 was budgeted and \$336,000.00 was received. Typically salt and street lighting utilities are paid from this fund.

- Mr. Bennett stated he'd like to correct himself from last month. The Vactor truck cost for 5 weeks from SHACOG will cost \$17,000.00 not \$25,000.00. The difference is because the \$25,000.00 cost also included a camera. However, the Borough purchased a camera last year so we will not be renting that this year.

Public Works Director:

- Mr. Lovell stated he'd like to thank Eagle Scout Sam Organist for finishing the sign at 885 Andrew Reilly Memorial Park.
- Mr. Lovell stated he attended the SHACOG Public Works Director meeting this week. Under the SHACOG Rock Salt Contract, the Borough is required to purchase 80% of the 3,500 tons of salt for the 2016-2017 contract purchase year. Due to the mild winter, all of that should fit in the storage shed. This will result in a savings of around 50% on purchasing salt supplies.
- Mr. Lovell stated MS4 is the Municipal Separate Stormwater System program and that part of the program is community education. Because there were numerous residents in attendance at this meeting, he wanted to take the opportunity to discuss the program and what it means for residents. The United States Environmental Protection Agency has directed Pennsylvania to reduce its pollutants that go into streams, rivers, lakes, and other bodies of water. Mr. Lovell asked that this spring while residents are fertilizing their lawn they try not to allow any of the fertilizer to get out onto any hard surface as it may potentially run down into the storm sewer system and end up being carried into fresh water and affects aquatic life. He also noted that if residents wash their vehicles in the driveway and use a lot of soaps or chemicals that those also can run out into the road and into the storm water sewer system. A solution is to wash your vehicle in a manner that does not result in these soaps and chemicals being washed out into the fresh water streams, rivers, ponds, etc.
- Mr. Lovell stated this week the windstorm caused a locust tree to fall at 885 park on top of the playground equipment and did extensive damage. This will be turned into the insurance company as a claim as playground equipment is very expensive.

Police Chief:

- Chief Roach stated that in the six (6) years he has been with the Borough the previously discussed sexually violent predator is the second to have moved into the Borough. He spoke about Megan's Law and that pursuant to it, neither he, the Police Department, Borough Administration, nor residents are allowed to know specifics about this person beyond what is available at the Pennsylvania State Police's Megan's Law website. Moreover, this person, by Pennsylvania law, can live wherever he wants. The Pennsylvania State Police

only tell him the same information that everyone else knows, the rest is all conjecture on the part of whoever is discussing what is known about this person.

- Chief Roach stated he'd like to promote an officer to Sergeant in April. The Borough did not replace the Sergeant who retired in July 2016. Chief Roach has a Sergeant eligibility list and he would like to put this on the April Agenda meeting.

Manager:

- Ms. Levander stated the wallpaper refinishing bid has been re-bid and will be opened on March 30, 2017.

Mayor:

- Ms. Cmar stated she would like to Congratulate Sam Organist for becoming an Eagle Scout.
- The Floreffe Ladies Auxiliary will be holding a breakfast buffet on Saturday March 25, 2017 from 8:00 am – 12:00 at the Floreffe Fire Hall.
- Clean up Day is on Saturday, April 22, 2017 from 8:30 – 11:15. All supplies will be provided to volunteers as well as a continental breakfast.
- Ms. Cmar stated she is looking for Veterans and Clergy to speak at the Memorial Day Parade. People interested should email the Mayor - Jcmar@jeffersonhills.net
- Ms. Cmar stated she received a letter about the Walton Road Bridge repair from PENNDOT. It's scheduled to begin being replaced the week of March 20th and be completed at some point during the month of May. During this time there will be a detour along Route 837. The Borough Website will have more information.

Solicitor:

- Mr. Shimko stated that he hopes the new Agreement with WESA, the Borough, and Union Township for wastewater treatment should be finalized before WESA and the Borough close on their PENNVEST financings for the DEP mandated new WESA Treatment Plant and associated Borough projects. WESA's PENNVEST loan closing is on May 3rd. However, according to PENNVEST, another issue in play with closing on the financings as scheduled is that the West Elizabeth Borough Council has not yet approved the Borough of Jefferson Hills project's Street Opening Permit. With respect to the Agreement, the Borough's main concern about flow based billing has been met and the Borough is working on getting more protections in the Agreement for itself and Union Township, who together send the vast majority of sanitary sewage to WESA that it treats. However, he stated that

he believes that regardless of what protections can be agreed upon, moving forward it will be vitally important that the Borough and Union Township have representation on the WESA Board who allow them to stay informed on any issues.

21. General Business

Mr. Montgomery:

- Stated the Borough will compose a letter to the Turnpike Commission about its recommendations on Miller Road being closed.
- Stated MS4 is a work in progress.
- Stated the Borough is working on blending two software systems and data that the Borough and SHACOG use for the cameras to do manhole inspection repairs.
- Stated the rerouting of the sanitary sewer line for the CMA project will now go beyond the Glassport Bridge.
- Shared a recap of SHACOG events:
 - The Fire Chiefs scheduled a major training event the first weekend in April
 - The technical rescue team had three (3) call outs; two (2) involving drone service. The technical rescue team has a Medical Director and physician on staff
 - The Borough will need to adopt a resolution to opt in to the SHACOG solid waste joint bidding by the end of March. Council agreed to put a resolution on the Agenda for March regular meeting.
 - Salt price under the SHACOG Rock Salt Contract will increase \$0.45 a ton to \$69.74 per ton from \$69.29 a ton
 - Community Development Block Grant (“CDBG”) Year 42 will be terminated on Friday, June 30, 2017 and CDBG Year 43 begins Saturday, July 1, 2017
 - It is anticipated that CDBG funding will be reduced by 2-11% next year
 - SHACOG Dinner will be Thursday, April 27, 2017 at Nevillewood Country Club

Mr. Sockman:

- Stated there is a regularly scheduled Engineering meeting each month now. It is the day before the Agenda meeting and it has been very beneficial.

Mrs. Ielase:

- Stated April 7-9 is the Friends of the Library Book Sale

- Stated Saturday May 13, 2017 will be the Fish Day Tournament in the Borough at Peter's Creek.

Mr. Khalil:

- Stated he would like to know if the cost increases for sewage is due to Inflow and Infiltration and/or construction of new homes in the community and asked Ms. Omer to investigate and generate numbers.

22. Mr. Khalil adjourned the meeting at 8:57 p.m. with an executive session to follow from which Council would not return on motion by Mrs. Ielase, seconded by Mr. Montgomery and carried unanimously.

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

Tricia Levander
Borough Manager