

Borough of Jefferson Hills
Agenda Meeting of Council
February 5, 2020

The agenda meeting of Council was called to order by President Bucy at 7:02 p.m. in the Municipal Center, 925 Old Clairton Road. Following the Pledge of Allegiance, Council Members Ielase, Reynolds, Ruscitto, Sockman, Steffey, Vice President Montgomery and President Bucy answered to roll call. Borough Manager Stinner, Finance Officer Bennett, Chief Roach, Borough Engineer Glistler and Public Works Director Volpe were also present. Mayor Cmar was absent due to foot surgery.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Borough Resident/Taxpayer Comments

Mr. Henry Lantz, of 1305 Collins Avenue, condition of Dickson Avenue and the audio system in Council Chambers. President Bucy asked that if any member in the audience had trouble hearing council members to let them know so that they could speak louder into the microphone. Mr. Lantz thanked Council for addressing the audio system in Council Chambers. Mr. Lantz would like to have Dickson Avenue paved this year. Mr. Lantz stated the Borough has tried milling but it washes away.

President Bucy paused to read the following statement; Borough Council met in Executive Session between the Special Meeting held January 21, 2020 and tonight's meeting of February 5, 2020, on Friday, January 31, 2020 to discuss personnel matters.

Walter Greenwald, of 193 or 1591 Peters Creek Road, would like to discuss zoning. Mr. Greenwald would like to keep his property Light Industrial and does not want it changed to Commercial as it's proposed. A change in zoning would hurt any current and future business opportunities for him and his neighbors.

Keith Mincin, of 1229 Peters Creek Road, would like to discuss zoning. Mr. Mincin purchased his property in December of 2019 because it was zoned Light Industrial to open his small business in Jefferson Hills. If the property is changed to Commercial, it will not be good for his business plans moving forward.

Corey Lotus, son of Dan Lotus of 165 Hollywood Drive, would like to discuss zoning on parcel 765-M-15. That is the property right next to Mr. Mincin. He is buying the property because it's currently zoned Light Industrial to build his small business. If the property is changed to Commercial, he will not be able to use the property for the purposes he intended.

President Bucy stated she would refer their concerns to the Zoning Board. Mr. Montgomery stated the Planning Commission recommended the changes they are referring to, but it's only a recommendation. John Trant, the Planning Consultant, will present that recommendation Monday.

President Bucy stated she did not thank Mr. Thatcher at the last Agenda meeting for his willingness to have a reciprocal relationship with the firehalls, and apologized.

- 5. Motion to approve the monthly bills

Mr. Montgomery asked for an explanation of Geoplan. Mr. Glistler explained Geoplan is GIS software the Borough staff utilizes to access parcels, streets, and tracks permitting.

- 6. Motion to approve the monthly payroll
- 7. Motion to approve minutes of agenda meeting January 8, 2020
- 8. Motion to approve minutes of regular meeting January 13, 2020

Mr. Montgomery stated on the adjournment the names are missing of who made the motions.

- 9. Motion to approve minutes of special meeting January 21, 2020
- 10. Reports from Boards/Commissions

- 11. Motion to appoint _____ as the Borough of Jefferson Hills Municipal Solicitor

President Bucy stated Council is suspending the rules and voting on this tonight.

Mrs. Ruscitto made a Motion to appoint Deron Gabriel as the Borough of Jefferson Hills Municipal Solicitor. Mr. Reynolds seconded the motion. The vote was not unanimous and a roll call vote was taken. Per the Borough Code, which requires that the minutes show the actual votes by name, below are the votes of each Council Member:

President Bucy	YES
Vice President Montgomery	YES
Vickie Ielase	YES
Keith Reynolds	YES
Nicole Ruscitto	YES
Frank Sockman	NO
Melissa Steffey	NO

Motion to appoint Deron Gabriel as the Borough of Jefferson Hills Municipal Solicitor carried 5-2.

- 12. Motion to enact Ordinance No. 879 accepting and dedication the Betler Plan; and authorizing the appropriate officials of the Borough of Jefferson Hills to execute any and all documents necessary to approve such acceptance and dedication

Mr. Glistler stated the Betler Plan of lots is a subdivision that was approved by the Borough 3-4 years ago. It's off of Independence Drive, which is off of Gill Hall Road. This is strictly for sanity sewer work that needed to be installed to all the lots. All of the work has been

completed. All of the sanitary sewer lines have been tested and have passed. The Developer has posted his Maintenance Bond. Everything is in order for acceptance of the sanitary sewer lines.

President Bucy paused to invite Mr. Gabriel to join the Council meeting as he was appointed Solicitor.

13. Motion to adopt Resolution No. 04-2020 adopting the Borough Budget for the year 2020 in final form

Mr. Montgomery made a statement from the Budget committee that taxes and fees will not be increased for this year. The only items that changed in the Budget were \$25,000.00 was taken from the fund reserve and some expenditures were cut. Council added a Community Relations Coordinator to the budget for an increase of \$25,000.00, removed the Communications Specialist from the budget for a reduction of \$20,000.00, added additional funding to park fencing at an increase of \$60,000.00, and removed a public works truck for a reduction of \$40,000.00 to the budget.

14. Motion to adopt Resolution No. 05-2020 reappointing David Parme to the Borough of Jefferson Hills Zoning Hearing Board
15. Motion to adopt Resolution No. 06-2020 appointing Dean Collins to the Borough of Jefferson Hills Zoning Hearing Board

Mrs. Steffey noted Mr. Collins name is misspelled on the Resolution.

16. Motion to approve Resolution 07-2020 granting modification requests to Borough Subdivision and Land Development Ordinance sections 22.504.1.B and preliminary approval to the land development plan known as SP-9-2019, Kurt Lesker Land Development

Mr. Glistler explained this is preliminary and if approved, will need to return for final approval. The proposed work is for an addition (49 x 203) to an existing building on Worthington Avenue and State Route 51. Parking was displaced which was made up elsewhere to meet the requirements of the zoning ordinance. There are minor storm water improvements and the applicant's engineer worked with Gateway on the project for the preliminary project. There's a modification request for release from having to put a sidewalk in, which is common because there is no sidewalk adjacent to or abutting the property.

Kurt Lesker's engineer, Jason Paulovich, Land Development Manager for Gibson-Thomas Engineering Company in Wexford, was present. Mr. Paulovich stated the preliminary application is for an addition over a paved area. Mr. Montgomery stated Planning Commission recommends approving the relief of the sidewalks.

17. Motion to open Borough of Jefferson Hills Finance Director position

President Bucy stated Mr. Bennett will be retiring.

18. Motion to open Borough of Jefferson Hills Summer Camp Director position
19. Motion to reappoint John P. Stinner as Manager of the Borough of Jefferson Hills
20. Motion to reappoint John P. Stinner as Secretary of the Borough of Jefferson Hills
21. Motion to reappoint David T. Montgomery to the Borough of Jefferson Hills Planning Commission (Term Expiration: 12/31/24)
22. Motion to appoint Nicole Blosl to the Borough of Jefferson Hills Recreation Board (Term Expiration: 12/31/24)
23. Motion to appoint Rhiannon Miller to the Borough of Jefferson Hills Recreation Board (Term Expiration 12/31/20)

Mrs. Steffey asked if the term date of 12/31/20 is correct. It is the term for the remainder of Mrs. Steffey's term on the Recreation Board.

24. Motion to reappoint Doug Wildman to the Borough of Jefferson Hills Vacancy Board
25. Motion to appoint William Potts as an alternate to the Borough of Jefferson Hills Civil Service Commission (Term Expiration: 12/31/2026)
26. Motion to turn over unpaid 2019 Borough Real Estate Taxes to Delinquent Tax Collector, McGrail & Assoc., for collection and to exonerate Josephine Lipnicky, Real Estate Tax Collector, from collecting 2019 Borough Real Estate Taxes

Mr. Sockman asked Mr. Bennett what is the percentage we usually get back from this collection? Mr. Bennett stated the delinquent this year is about \$163,000.00 which is typical. Mr. Bennett stated we eventually get most of the delinquent taxes back it may just take a few years to collect. The cost of the collection is passed on to the tax payer, the Borough does not pay a commission.

27. Motion to approve proposal from Hosack, Specht, Muetzel, and Wood LLP, for auditing services for fiscal years ending 2019 (\$17,400), 2020 (\$17,925), and 2021 (\$18,475)
28. Motion to accept the proposal of Woltz & Wind Ford, Inc. in the amount of \$40,304.00 to purchase one (1) 2020 Ford Police Interceptor AWD Utility vehicle under the SHACOG Purchasing Alliance Program

Mr. Sockman asked Chief Roach the difference between the two police vehicles on the agenda. Chief Roach stated they had different specs because they different uses. One will be an unmarked vehicle and one will be a marked vehicle. The price includes some unfitting from the manufacturer. There is some police equipment in the vehicles already.

29. Motion to accept the proposal of Woltz & Wind Ford, Inc. in the amount of \$36,344.00 to purchase one (1) 2020 Ford Police Interceptor AWD Utility vehicle under the SHACOG Purchasing Alliance Program
30. Motion to approve purchase and installation of 22 AuxLoc Auxilliary Lock Devices in the Borough of Jefferson Hills Administration Building for \$2,618.00

President Bucy asked Mr. Atkinson to come to the podium and speak about his product. Mr. Atkinson stated this is the same device that is in the school district, they bolt on to your door. In the case of an emergency you kick it over and you can't open the door. The police can open the door from the outside with a key. President Bucy asked how he designed this. Mr. Atkinson stated he's worked for the school district for 18 years. After the first school shooting he thought he can't keep people from getting in the schools, but he can stop them from getting in the individual rooms, and this idea came to him. Mrs. Steffey stated the quote doesn't include installation, are we installing them ourselves? Mr. Atkinson stated installation is being done for free.

31. Motion to accept the proposal of Tri-Star Motors in the amount of \$32,105.00 to purchase one (1) 2020 Ford Ranger 4x4 SuperCrew vehicle under the COSTARS Purchasing Program (COSTARS contract no. 025-245)

Mr. Sockman stated we are replacing a truck for our summer maintenance and utility work we do.

32. Motion to approve the WinCan software quote (Quote #E191112522) from WinCan to purchase the necessary software license to properly support the Borough's in-house CCTV operations.

Mr. Glister stated the Borough purchased their own CCTV equipment. However, there is an entire software component needed to make the data accessible and usable. This will allow us to integrate with our GIS system and access and store the information through the Cloud.

33. Motion to approve the award of the base bid for the Beedle Park Concession Stand – 17 – GEDF – 019 project to Swede Construction Corp. in the amount of \$242,000.00

Mr. Glister stated this is the concession stand, men's and women's restroom, and an equipment storage room. This was bid was initially advertised in August 2019 and only two contractors submitted bids, both exceeding the engineers estimate. The Borough has until the end of June to finish the work. The Borough has worked with Swede in the past and recommends awarding them the bid. Mrs. Steffey asked how many square feet is the building? Mr. Glister stated he believes it's 600 sq. ft.

34. Motion to approve Work Authorization dated January 6, 2020 from Gateway Engineers, Inc. for general planning assistance in 2020 in the amount not to exceed \$10,000.00

Mr. Glister stated this is an annual general work authorization used strictly for planning assistance with Gateway. This is used for answering residents' questions about land development and ordinances, major or minor sub-development applications, or specific questions regarding storm water ordinance or geotechnical questions.

35. Motion to approve Work Authorization dated January 24, 2020 from Gateway Engineers, Inc. to assist the Borough with preparation of the specifications and bid package for the 2020 Paving Program in the amount not to exceed \$3,000.00

Mr. Glister stated this is specifically for our 2020 paving program. This is for Gateway to take all the specifications and put it into a bid package for the Borough which contractors will pick up.

36. Motion to approve Work Authorization dated January 29, 2020 from Gateway Engineers, Inc. to continue to provide part-time inspection services for the Lewis Run Streambank Erosion project in the amount not to exceed \$3,500.00

Mr. Glister stated this is for the continued work initially awarded in December 2019 behind Beer-n-At. There was a significant landslide that occurred and the stream bank was eroding, which is where the sewer line is located. The parking lot was also starting to cave in. The project is taking longer and costing more than initially anticipated, but the work is getting done. Mr. Sockman stated he's visited the site many times and met with Chris, the foreman, many times. They've taken over two thousand cubic yards of dirt out of there. This has been a very difficult project. Mr. Sockman thanked Mr. Glister and Mr. Minsterman for being diligent and working through the problems as they arose.

37. Motion to approve Work Authorization dated February 5, 2020 from Gateway Engineers, Inc. to provide the Borough with general Operations and Maintenance support for all 2020 Operation and Maintenance Projects in the amount not to exceed \$15,000.00

Mr. Glister stated the Borough has over 100 miles of sanitary sewer that we own and operate. The Borough televises 10% of our smaller diameter lines and 5% of the critical lines each year. Then we review and propose repairs based on what was televised. The Borough also has 3500 manholes. Public Works inspects 10% of those each year. This is for the support Gateway provides the Borough.

38. Motion to approve Application for Payment No. 1 from State Pipe Services, Inc. in the amount of \$22,781.14 for work completed on the Joint Municipal SHACOG O&M CCTV – Year 9 Project, subject to the receipt of an invoice from SHACOG
39. Motion to approve Application for Payment No. 1 and Final from State Pipe Services, Inc. in the amount of \$17,572.00 for the SHACOG Sanitary Sewer Lining Year 13 – Contract A project, subject to the receipt of an invoice from SHACOG
40. Introduce and discuss Draft Comprehensive Zoning Ordinance/Map Revisions and Enactment Procedures/Timeline (John Trant)

Mr. Montgomery stated the Planning Commission recommended this, it's only a recommendation. John Trant will come in on Monday to explain it so if there are any questions, Council can ask him then.

41. Discuss Winter Maintenance Agreement between the Borough of Jefferson Hills and Allegheny County (Mike Volpe)

Mr. Volpe stated the biggest complaint the Borough gets after a snow storm is the lack of winter maintenance on County Roads. Specifically, Old Clairton Road, Coal Valley Road, and Scotia Hollow

Road. There are numerous complaints from residents about not being able to get to the schools and the hospital. The Borough is not permitted, unless there is an agreement, to perform any work on County Roads. Mr. Volpe reached out to the County and the Borough is covered under two separate County maintenance sheds. The Lovedale shed takes care of most of the Borough except for Cochran Mill which is covered by South Park District. The County is willing to give us a Winter Maintenance Agreement out of the Lovedale shed. The Borough has an agreement with the State to provide winter maintenance for the State roads as well. Chief Roach stated if Mr. Volpe's crew can support this he supports the agreement. There are more facilities on County roads like hospitals and schools, and when crashes occur on these roads it's a public safety issue. Chief Roach stated this is a weakness in our community. Mr. Sockman stated it may cost us a few dollars but if we are about the health and safety of our citizens then we need to provide the service. Mrs. Steffey reiterated that this agreement is for next winter, the end of 2020 through winter of 2021. Mr. Stinner asked when the decision needs to be made. Mr. Volpe stated within the next month or two. Mr. Gabriel stated he could meet with our County Council person as well to see if the Borough can get better snow removal coverage in the meantime.

42. Reports

Fire Chief reported:

- President Bucy asked Mr. Tomer to provide more detailed information at the last meeting. He sent President Bucy 8-10 different reports and Council agreed they wanted 1382 and 358. It would include the incident, the date, the number, the street, incident type, alarm, when the scene was cleared, actions taken, apparatus used. President Bucy thanked Mr. Tomer for the information he provided Council.
- Mr. Tomer stated Hazard Mitigation for the County is starting now. The Borough needs a representative. Mr. Stinner stated he's planning on being there.

Engineer Glistler reported:

- Nothing further to report.

Consulting Engineer reported:

- Mr. Minsterman reported a significant achievement for the Borough. There is an overflow along Route 837, known as the Walton Road overflow. This has been the target of the DEP for many years. The Jefferson Hills Pump Station, which was just completed, has permanently stopped the overflow problem that's plagued the Borough for years. Gateway Engineers, at their expense, is putting together educational information for the Borough residents about the Pump Station.

Finance Officer/Treasurer Mr. Bennett reported:

- Liquid Fuels Audit Report, no action needed. It was a clean audit with no findings. The Borough gets about \$350,000.00 per year in Liquid Fuels money and it's used mainly for road salt and street lighting. We had a carryover in 2018 of about \$123,000.00, so in 2019 we had about \$450,000.00 available.

- Pyrotechnics, who provided the fireworks for Community Day last year, contacted Mr. Bennett. They will forward information regarding fireworks for this year.
- W2's and 1099's are completed and have been mailed out. Most of year end reporting is complete.

Public Works Director Mr. Volpe reported:

- The daily work schedule for repairs to the GBU is on the last page of his report.
- President Bucy stated Public Works is working very hard and diligently on the GBU to bring it up to date and thanked them all for their efforts. We're taking our taxpayer dollars very seriously.
- Mrs. Steffey stated the work started on the top floor and the majority of that work was completed by this weekend. She extended her gratitude to the Recreation Board and Public Works for their hard work.

Police Chief Roach reported:

- Asked to have a few minutes at the beginning of Monday's meeting to present newly promoted Sargent Brunetti with his badge.

Borough Manager Stinner reported:

- The IT infrastructure is almost complete.
- The current telephone system upgrade will be next.
- Thanked Mr. Volpe and the Public Works Department for the work at the GBU.
- The archives project is continuing. Mr. Reis would like us to keep our Planning documents for 10 years, which he's in agreement.
- Annual certifications for personnel continue.
- With the help of Mayor Cmar, we completed the ALOM Banner Community application, and the Borough has been designated a Banner Community again in 2019.

43. General Business

Vice President Montgomery noted:

- A report from SHACOG Board of Directors. Police Chiefs and Fire Chiefs met. Remind residents that only plastics with the numbers 1 & 2 are recyclable.
- The County is trying to back out of NIMS training.
- We need to update our Street Opening Permit with the help of Gateway Engineers.

Mr. Sockman noted:

- The Engineering Meeting was yesterday. Most of those items were covered tonight. He thanked Mr. Glister for doing such a great job of covering those items.

- Thanked Mr. Minsterman for working so diligently on the WESA project.
- Thanked Mr. Volpe and Public works for their hard work on the GBU.

Mrs. Ruscitto noted:

- Welcomed new Solicitor to Council.
- Thanked the Recreation Board for the extra time and effort in visiting the GBU.

Mrs. Steffey noted:

- Welcomed Mr. Gabriel as our new Solicitor.
- The fire Department is looking to do a Borough wide mailer for fund raising, but they need a list. If Council approves, perhaps we can provide our garbage mailing list.

Mr. Reynolds noted:

- When Mr. Atkinson installs the Auxloc we should contact local media to provide coverage.
- Would like to see comments/questions reopened at the end of meetings after General Business. President Bucy agreed.

Mrs. Ielase noted:

- Welcomed new Solicitor to Council.

Mrs. Bucy noted:

- Welcomed Mr. Gabriel as Solicitor.
- Mrs. Milner, Community Relations Coordinator, retired. Encouraged residents to apply for this open position in the Borough.
- Thanked previous Council for having a 1.1-million-dollar surplus. That's not an easy thing to do.
- President Bucy opened up Borough resident/Taxpayer Comments. There were none.

44. Adjournment

President Bucy adjourned the meeting at 8:33 p.m. with an executive session to follow from which Council would not return on motion by Mr. Sockman, seconded by Vice President Montgomery and carried unanimously.

3. Executive Session: *Personnel, Collective Bargaining, Lawfully Privileged/Confidential, Public Safety Preparedness, Litigation (Jefferson Estates Homeowners Association v. Zokaites*

Properties et al., Court of Common Pleas of Allegheny County, Docket No. GD-17-011526; Peters Creek Sanitary Authority, et al. v. Clairton Municipal Authority, Court of Common Pleas of Allegheny County, GD-17-017711; Borough of Jefferson Hills v. Zoning Hearing Board of the Borough of Jefferson Hills, Court of Common Pleas of Allegheny County, SA-19-000709; AUUE, Inc. v. Borough of Jefferson Hills Zoning Hearing Board, Court of Common Pleas of Allegheny County, SA-19-000748; Levander v. Borough of Jefferson Hills, United States District Court for the Western District of Pennsylvania, 2:19-cv-01629-MJH)

John P. Stinner
Secretary/Borough Manager