

Borough of Jefferson Hills  
Regular Meeting of Council  
February 10, 2020

The regular meeting of Council was called to order by President Bucy at 7:01 p.m. in the Municipal Center, 925 Old Clairton Road. President Bucy stated Council was in Executive Session prior to the meeting to discuss personnel matters. Following the Pledge of Allegiance, Mayor Cmar and Council Members Ielase, Reynolds, Ruscitto, Sockman, Steffey, Vice President Montgomery and President Bucy answered to roll call. Borough Manager Stinner, Finance Officer Bennett, Solicitor Gabriel, Chief Roach, Borough Engineer Glister and Public Works Director Volpe were also present.

PRESENTATION OF SERGEANT'S BADGE:

Chief Roach publicly recognized the promotion of Jefferson Hills Police Officer, Corey Brunetti, from the rank of Patrolman to Sergeant. This promotion is a major accomplishment in the career of a police officer. Chief Roach stated Sergeant Brunetti possesses all the qualities necessary to be successful Sergeant and had faith in his abilities. Mayor Cmar thanked Sergeant Brunetti for his hard work. President Bucy informed the audience she had the pleasure of teaching Sergeant Brunetti when he was in 7<sup>th</sup> grade. She said she saw Corey's leadership, empathy, and a sense of fairness when Corey was in 7<sup>th</sup> grade. President Bucy read "*True leadership is for the benefit of the followers, not the enrichment of the leaders.*", and stated that is what I think of you Sergeant Brunetti. President Bucy also acknowledged Officer Shawn Revis for taking the Sergeant's exam.

CITIZENS/TAXPAYERS COMMENTS:

Bob Galla, of 1301 Collins Avenue, thanked Council for opening comments back up at the end of the meetings to improve communication. President Bucy confirmed that after regular business, before the conclusion of the meeting, will ask if there are any additional questions.

Tom Donahue, of the Borough of Jefferson Hills Environmental Advisory Council (EAC), offered the EAC's assistance or outside advice to Council and Planning Commission should the need arise. Their meetings typically have an Environmental Engineer, Hydrogeologist, and a Biologist. Their goal is to preserve and protect the environment in the Borough. Some projects they are presently perusing include a fishing platform along Peters Creek for the disabled which they are working with a Veteran's group. Conservation District Zoning in the Borough is another issue primarily along Peters Creek and Beam Run. He's seeking permission for occasional permission for counsel with the Borough's in house Engineer and Maintenance Department for recommendations when the EAC has questions. Would like involvement in the PA Act 18 with the Borough. President Bucy confirmed that the applications will go to Mr. Stinner.

Michelle Dunn, works with a trap and release group for stray cats. They have received several calls about colonies of cats in Jefferson Hills requesting help. They will work with Animal Friends and Fix It Wagon to trap the friendly strays, spay/neuter, vaccinate, and then return the cats. The cost is \$3,000.00 for approximately 60 cats they are aware of and they are asking for any

support from the Borough. There are two properties in particular that need addressed. One is a trailer park on Route 837 and one is a property on Cochran Mill Road.

Keith Mincin, of 1229 Peters Creek Road, Corey Lotus, son of Dan Lotus of 165 Hollywood Drive, and Walt Greenwald, of 193 or 1591 Peters Creek Road all hoping to keep the current zoning Light Industrial. Mr. Mincin purchased his property in December of 2019 because it was zoned Light Industrial to open his small business in Jefferson Hills. Mr. Lotus is buying the 32 acres, parcel 765-M-15, next to Mr. Mincin because it's currently zoned Light Industrial to build his small business. Mr. Greenwald would like to keep his property Light Industrial. Mr. Montgomery stated Planning Commission will take into consideration their concerns as will Council. Mr. Montgomery stated it's a rather long process and no decisions will be made tonight.

#### MONTHLY BILLS:

Mr. Sockman moved the January bills be approved, seconded by Mrs. Steffey and carried unanimously.

#### MONTHLY PAYROLLS:

Mrs. Ielase moved the payrolls for the month of January in the amount of \$260,917.13 be approved, seconded by Mr. Montgomery and carried unanimously.

#### MINUTES:

Mrs. Steffey moved the minutes of agenda meeting January 8, 2020 be approved, seconded by Mr. Montgomery and carried unanimously.

Mr. Sockman moved the minutes of regular meeting January 13, 2020 be approved, seconded by Mr. Montgomery and carried unanimously.

Mrs. Steffey moved the minutes of special meeting January 21, 2020 be approved, seconded by Mr. Sockman and carried unanimously.

#### AGENDA ITEMS:

Mrs. Ruscitto moved 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, seconded by Mr. Montgomery and carried unanimously.

Mrs. Ielase moved to adopt Resolution No. 04-2020 adopting the Borough Budget for the year 2020 in final form, seconded by Mr. Sockman and carried unanimously.

Mr. Montgomery moved to adopt Resolution No. 05-2020 reappointing David Parme to the Borough of Jefferson Hills Zoning Hearing Board, seconded by Mrs. Steffey and carried unanimously.

Mr. Sockman moved to approve Resolution 06-2020 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, seconded by Mr. Montgomery and carried unanimously.

Mrs. Ruscitto moved to open Borough of Jefferson Hills Finance Director position, seconded by Mrs. Steffey and carried unanimously.

Mrs. Ielase moved to open Borough of Jefferson Hills Summer Camp Director position, seconded by Mrs. Ruscitto and carried unanimously.

Mr. Montgomery moved to reappoint John P. Stinner as Manager of the Borough of Jefferson Hills, seconded by Mr. Sockman and carried unanimously.

Mrs. Ielase moved to reappoint John P. Stinner as Secretary of the Borough of Jefferson Hills, seconded by Mrs. Steffey and carried unanimously.

Mrs. Ielase moved to reappoint David T. Montgomery to the Borough of Jefferson Hills Planning Commission (Term Expiration: 12/31/24), seconded by Mr. Sockman and carried unanimously.

Mrs. Steffey moved to appoint Nicole Blosl to the Borough of Jefferson Hills Recreation Board (Term Expiration: 12/31/24), seconded by Mrs. Ruscitto and carried unanimously.

Mrs. Steffey moved to appoint Rhiannon Miller to the Borough of Jefferson Hills Recreation Board (Term Expiration 12/31/20), seconded by Mrs. Ruscitto and carried unanimously.

Mrs. Ielase moved to reappoint Doug Wildman to the Borough of Jefferson Hills Vacancy Board, seconded by Mr. Montgomery and carried unanimously.

Mrs. Ruscitto moved to appoint William Potts as an alternate to the Borough of Jefferson Hills Civil Service Commission (Term Expiration: 12/31/2026), seconded by Mr. Montgomery and carried unanimously.

Mr. Sockman moved 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, seconded by Mr. Montgomery and carried unanimously.

Mr. Montgomery moved 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), seconded by Mrs. Steffey and carried unanimously.

Mrs. Ielase moved 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, seconded by Mr. Sockman and carried unanimously.

Mrs. Steffey moved 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, seconded by Mr. Montgomery and carried unanimously.

Mrs. Ruscitto moved to approve purchase and installation of 22 AuxLoc Auxilliary Lock Devices in the Borough of Jefferson Hills Administration Building for \$2,618.00, seconded by Mrs. Ielase and carried unanimously.

Mr. Sockman moved 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), seconded by Mr. Montgomery and carried unanimously.

Mrs. Ielase moved 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, seconded by Mr. Sockman and carried unanimously.

Mrs. Steffey moved 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, seconded by Mr. Montgomery and carried unanimously.

Mr. Sockman moved 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, seconded by Mr. Montgomery and carried unanimously.

Mrs. Ielase moved 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, seconded by Mr. Montgomery and carried unanimously.

Mr. Sockman moved 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, seconded by Mrs. Ielase and carried unanimously.

Mr. Montgomery moved 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, seconded by Mr. Sockman and carried unanimously.

Mrs. Ielase moved 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, seconded by Mr. Montgomery and carried unanimously.

Mr. Sockman moved 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, seconded by Mrs. Steffey and carried unanimously.

Introduce and discuss Draft Comprehensive Zoning Ordinance/Map Revisions and Enactment Procedures/Timeline (John Trant)

Mr. Trant stated the overall schedule has been in process to update the Borough's Zoning Ordinance and Zoning Map for several years. This process is an outcome of the Borough's last Comprehensive Plan to make changes to the map and update the Zoning Ordinances. One of the goals was to simplify the Zoning map and address the multiple overlapping zoning districts, and also update the Ordinances overall to help aid with the Borough property owners and applicants for development to understand all the regulations that apply to uses and development in the municipality. The process included several public meetings in front of the Planning Commission, specifically last April there were two specially advertised public comment periods where the Planning Commission took a lot of good public comments. Those comments were followed up with several meetings followed up in the latter half of last year. Further back than that, the Codes Committee, which is a sub-committee of the Planning Commission, met quite often over the three years prior to the Planning Commission meetings to a lot of the leg work. Untimely in December the Planning Commission recommended the Draft in front of Council for adoption. Council's next step would be to schedule a Public Hearing. The meetings held by the Planning Commission were not legally required, but Planning Commission wanted to collect additional input during the process before recommending the Draft to Borough Council. Mr. Trant asked if there were questions about the process or procedure. Mr. Montgomery asked how many public hearings does Council need to have? Mr. Trant stated Council needs to have a Public Hearing prior to adoption and then consider adoption at a public meeting. Mrs. Ruscitto stated she has questions but she will wait until Mr. Trant is through. Mr. Trant walked Council through the Table of Contents. The document is organized into key categories. Article 200 answers the "What", article 300 answers "Where" and defines the zoning districts, article 400 answers "How" a use is permitted and a use chart, article 500 is related to general regulations, article 600 is related to supplemental regulations, article 700 is related to signs and was a complete overhaul, article 800 is related to parking standards, article 900 answers "Who" administers zoning ordinances, article 1000 answers "When" permits conditional use, special exceptions, and amendments are required to go before the Zoning Hearing Board. Additionally, Mr. Trant stated the Zoning Map was completely redone. Several districts were consolidated. Once the new districts were put in place and new purposes defined the codes committee and Planning Commission went through an exhaustive process to update the map and implement the new zoning districts and make changes to properties based on the proposed map. The document is at Allegheny County now for their review, prior to the Public Hearing. Then the Public Hearing will be held at Council's discretion. Mr. Trant asked for any questions. Mrs. Ruscitto asked what exactly was the scope of work that you were tasked with and from whom was it assigned? Mr. Trant stated the scope of work was to re-do the zoning map and draft a new zoning ordinance. The Borough manager at the time assigned the task, Doug Arndt. Mrs. Ruscitto asked when was the scope of work approved and when did

the work actually begin? Mr. Trant stated it began shortly after he was hired as the Planner, about 5 years ago. Mrs. Ruscitto stated in previous ordinance revisions Jefferson Hills convened a Task Force. As part of your work did you also convene any Task Force over these past 5 years? Mr. Trant stated the Codes Committee, which is a subset of the Planning Commission, was set up and established before he started with the Borough. However, Council didn't set up a specific Task Force to his knowledge. Mrs. Ruscitto asked if he knew why there was no Task Force convened for this project? Mr. Trant stated he can't speak for Council. Mr. Trant said often Planning Commissions per the Planning Commissions Code are charged with drafting a proposed ordinance to advance to Borough Council and elected officials to consider. Jefferson Hills already had a good system set up where the Codes Committee, which is a subset of the Planning Commission, was a mechanism already set up and was utilized. The draft was sent from the Codes Committee to the Planning Commission for their review and back to the Codes Committee and back and forth. Mrs. Ruscitto asked within this timeline of work can you please answer a couple questions? How many meetings did you have with the Planning Commission? Mr. Trant asked specific to the zoning ordinance? Mrs. Ruscitto stated specific to all of this over the past five years, other than your scheduled Planning Commission meetings. Mr. Trant stated the Codes Committee meetings, pre-application meetings, a couple dozen a year. Mrs. Ruscitto asked over the course of this time how many revisions do you think you made? Mr. Trant asked, to the zoning ordinance? Mrs. Ruscitto stated yes. Mr. Trant stated thousands. The number of formal drafts is probably 8- 10 is his best guess. Mrs. Ruscitto asked what the basis of his guidance and recommendations to Planning Commission and/or Council regarding how the ordinances updates and revisions were to be undertaken? Mr. Trant stated he took his cues from Planning Commission. Mrs. Ruscitto asked how were the determinations made as to which sections of the existing Jefferson Hills Ordinances needed to be included in the proposed updates and revisions? Mr. Trant stated it was a complete overhaul. The Codes Committee reviewed every section and the Planning Commission reviewed every section. We focused on the map and the districts and then from there it precipitated the review of all the regulations that would apply within those districts, the general regulations, the use chart was a big deal because it didn't exist previously. There wasn't one section that wasn't looked at, it was a complete overhaul. Mrs. Ruscitto asked if determinations as to specifically which sections of the existing Jefferson Hills Ordinances were to be included in the revisions project, who participated in those discussions and reviews? Just you and Planning Commission and the Task Force? Mr. Trant stated there wasn't any specific direction as to specific sections to review. All the sections were reviewed. Throughout the process I probably came to Council half a dozen times to give updates and ask for direction. I think there might have been one juncture around the zoning map until the Ordinance was solidified. Mrs. Ruscitto asked if I were to ask to look at documentation or notes do you have notes of all these meetings? Mr. Trant stated no, I keep the drafts. We have detailed notes from the public meetings. Mrs. Ruscitto asked initially when you first started the project was the oil and gas portion of the Ordinances included in your plans for revision? Mr. Trant stated the whole ordinance was included for revision, but the oil and gas was called out to not be revised initially because there was a task force that developed the draft. Mrs. Ruscitto asked if Ordinance 833 was the result of public comment or by Council. Mr. Trant stated there were two types of revisions. Structural revisions to make sure it fit into the Ordinance and the map revision which was discussed at the Planning Commission and he believes a Council meeting, but doesn't remember what month it was and doesn't believe it was in 2019, but the year before. Mrs. Ruscitto asked if they considered the Supreme Court Decisions that had just been made when deciding these changes? Mr. Trant ask relative to? Mrs. Ruscitto stated to

our case here and also other cases in Robinson. Mr. Trant stated he is not the Boroughs legal counsel; he doesn't give legal advice. The Borough had a solicitor and Special Counsel at the time who both provided input and comment. Mrs. Ruscitto asked how much he charged the Borough for this work? Mr. Trant stated he bills on an hourly basis and couldn't possibly provide that off the top of his head. Mrs. Ruscitto asked approximately how many hours? Mr. Trant stated he has no idea, thousands probably. Mrs. Ruscitto asked if he could provide Council with a report of that? Mr. Trant yes.

BOROUGH ENGINEER:

Nothing further to report.

FINANCE OFFICER/TREASURER'S REPORT:

Nothing further to report.

PUBLIC WORKS DIRECTOR'S REPORT:

Nothing further to report.

President Bucy thanked Mr. Volpe and Public Works for the work they are doing at the GBU. President Bucy asked if Mr. Sockman, Mr. Reynolds, and Mrs. Steffey would be able to go with him to the parks and make suggestions for improvements. Mr. Volpe stated yes. President Bucy also commended Mr. Volpe on the condition of the roads after the last snow. President Bucy asked for the County roads to appear in the minutes.

Coal Valley Road (3.77 miles)  
Worthington Avenue (0.89 miles)  
Old Clairton Road (3.10 miles)  
Route 51 - Coal Valley  
Coal Valley – Pleasant Hills line  
Gill Hall Road (2.10 miles)  
Cochran Mill Road – Old Clairton Road  
Cochran Mill Road (2.03 miles)  
Scotia Hollow Road (1.20 Miles)  
Chamberlin Road (1.05 miles)

POLICE CHIEF'S REPORT:

Nothing further to report.

MAYOR'S REPORT:

Mayor Cmar reminded everyone Saturday, April 25<sup>th</sup> is Clean-up day. She has a donation letter going out. Mayor Cmar asked that we residents complete the US Census. The Borough is

awarded funding and determines the number of seats each state gets in the House of Representatives.

#### BOROUGH MANAGER'S REPORT:

##### GENERAL BUSINESS:

Mrs. Steffey reminded everyone about the census and stated they are looking for people to work for the Census Bureau.

Mrs. Ielase reminded everyone there are open board positions and job openings currently, and please spread the word.

Mr. Montgomery congratulated Corey Brunetti on his promotion to Sergeant, welcomed Deron Gabriel, and reminded Mr. Stinner about the Administrative Committee.

Mr. Sockman stated he feels it's imperative to receive monthly reports from the building inspector and zoning officer. Mr. Sockman asked Chief Roach and Mr. Volpe if they had any issues on County roads during the last snow fall? Chief Roach stated he did not think they had anything significant happen. Mr. Volpe stated the County had an inspector out watching the roads. Mr. Sockman stated his main concern is regarding the County roads which have the schools and the Hospital. He would like Council to give Mr. Volpe permission to keep the County roads, which have schools and the hospital, clear of snow regardless of any damage which may be done in doing so. President Bucy asked if a motion was needed, Mr. Sockman stated he would make the motion.

Mr. Sockman moved to permit Public Works Director, Mike Volpe, to use his judgment and discretion in the event of a significant snow fall to clear the roads on which the schools and hospital are located, seconded by Mrs. Ielase and carried unanimously.

Mrs. Ruscitto thanked everyone who is there tonight. Thanked Mr. Trant for enduring her questions.

President Bucy stated the Borough has a 10.2-million-dollar budget. Everyone on Council takes that responsibility very seriously. We take the health and safety of our residents seriously and we will do what we need to do to keep our roads and our residents safe. Thanked all members for working so diligently.

Solicitor Gabriel suggested amending the Agenda to include the second Borough resident/Taxpayer Comment.

Mr. Reynolds moved to allow for a second citizens/taxpayers comments section at the end of General Business, seconded by Mrs. Ielase and carried unanimously.

##### CITIZENS/TAXPAYERS COMMENTS:

Corey Lotus, son of Dan Lotus of 165 Hollywood Drive, asked what the time-frame will be for finalization. Mr. Montgomery asked Mr. Trant to answer Mr. Lotus. Mrs. Ruscitto asked why they can't build what they want on property zoned Commercial? Mr. Trant stated he believes the uses they are proposing aren't permitted in a Commercial district. A public hearing must be held first and substantive changes are recommended it starts back at the beginning of the process. Solicitor Gabriel directed further questions to go to the Borough Manager. Mr. Stinner asked him to come in tomorrow morning.

Dave Oster, of 6009 Walton Road asked if this draft ordinance and map is on the website. Mr. Montgomery said it will be up at the hearing as well.

ADJOURNMENT:

President Bucy adjourned the meeting at 8:24 p.m. with an executive session to follow regarding personnel from which Council would not return on motion by Mrs. Ruscitto, seconded by Mrs. Ielase and carried unanimously.

John P. Stinner  
Secretary/Borough Manager