

Borough of Jefferson Hills  
Agenda Meeting of Council  
December 4, 2019

The agenda meeting of Council was called to order by Vice President Weber at 7:00 p.m. in the Municipal Center, 925 Old Clairton Road. Following the Pledge of Allegiance, Council Members Ielase, Khalil, Montgomery, Sockman and Vice President Weber answered to roll call. Borough Manager Stinner, Finance Officer Bennett, Solicitor Shimko, Chief Roach, Borough Engineer Glistner, Consulting Engineer Minsterman and Public Works Director Volpe were also present. Council Member Reynolds and President King were absent. Mayor Cmar arrived at 7:21 p.m.

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

None.

4. Report from Borough Boards and Commissions

David Graffam, of the Library Board, thanked Council for all they have done for the Library and acknowledged the members that were leaving. Mr. Graffam reported there are new wireless access points for the upstairs lobby area and the Library may be followed on Twitter, Instagram and Facebook. Jack Bogut will be at the Library reading stories on March 10, 2020. Mr. Graffam commented that the holiday celebration was terrific and everyone had a great time.

Holly Rubinoff, of the Recreation Board, reported their wish list was provided to Mr. Stinner at the Recreation Board meeting. Ms. Rubinoff commented that the Recreation Board would like to have the responsibility of field permit scheduling moved to Borough administration. Mr. Stinner stated he is looking at options at how best to address this moving forward. Vice President Weber indicated the function of field permit scheduling will be moved to administration and Mr. Stinner will see to it that it is addressed appropriately.

Vice President Weber thanked the Recreation Board and stated the Borough has some terrific boards, specifically noting both the Library Board and the Recreation Board, and they have much about which to be proud.

5. Motion to approve minutes of agenda meeting November 6, 2019
6. Motion to approve minutes of regular meeting November 11, 2019
7. Motion to approve the monthly bills
8. Motion to approve the monthly payrolls

9. Motion to adopt Resolution No. 46-2019 adopting the Borough Budget for the year 2019 in final form

Mr. Montgomery indicated there was no tax increase or fee increase of any kind for garbage or sewage. Mr. Sockman thanked Mr. Bennett for all the effort he puts in to help the Borough maintain a balanced budget. Mr. Khalil thanked the members of the Budget Committee, Mr. Bennett and Mr. Stinner for putting the budget together. Mr. Khalil asked if any Budget Committee Members received any requests from any Council Members with respect to changes to the budget after the November 20 deadline and none had. Vice President Weber thanked the Budget Committee, the department heads, Mr. Bennett and Mr. Stinner. Vice President Weber commented one (1) tax increase in fifteen (15) years and a balanced budget year in and year out is phenomenal. Mr. Stinner thanked Mr. Bennett for all his work on the budget and for increasing the Borough's fiscal position to a AAA bond rating.

10. Motion to adopt Ordinance No.878 establishing the base Real Estate Tax rate for the year 2020 at 5.66 mills (General 5.226 mills; Fire 0.355 mills; and Ambulance 0.079 mills)
11. Motion to adopt Resolution No. 47-2019 authorizing the disposition of certain public records consistent with the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008

Mayor Cmar arrives.

12. Motion to adopt Resolution No. 48-2019 granting modification request to Borough subdivision and land development ordinance sections 504.1.B, 609.1 609.2 and 609.10 and final approval to the subdivision plan known as S-10-2019, Hunters Preserve No. 2 subdivision

Mr. Montgomery stated the Planning Commission did not recommend anything on the SALDO modifications, which has been done in the past, but he feels there is not a problem to grant them. Daryl Throckmorton, PE, of Wind Ridge Engineering Co., briefly explained the modification requests. Vice President Weber asked Mr. Glister and Mr. Minsterman if they felt there were any issues with these modifications. Mr. Glister responded there are no issues. Mr. Montgomery commented that Pleasant Hills would like a copy of the plan once it is approved.

13. Motion to adopt Resolution No. 49-2019 amending the salaries, compensation and wages for Borough employees for the year 2020
14. Motion to approve payment for Invoice 658-4 from Olander Engineering, Inc. in the amount of \$200 for conducting HVAC engineering services for the Borough of Jefferson Hill West Elizabeth Sewershed 537 Plan Capital Improvements Plan
15. Motion to approve Work Authorization dated November 25, 2019 from Gateway Engineers, Inc. for work previously completed and to assist the Borough with preparation of the revised project specifications for the re-bidding of the Beedle Park Restroom and Concession Stand Project in the amount not to exceed \$14,000.00

Mr. Sockman asked what has changed with this project from the last time it was sent out for bid that has caused it to be reengineered. Mr. Glister replied, for the rebidding process, there are very minimal

changes, but because funding is through the Gaming Economic Development Fund (“GEDF”) the bid process is a little more complicated than normal with added paperwork and requirements, such as certain agencies to notify. Mr. Glister indicated the majority of the work covered under this Work Authorization has been previously completed and is being submitted to clean up the approval process.

## 16. Reports

Brian Chalfant, Jefferson 885 VFC Assistant Fire Chief and President of Jefferson Fire and Rescue, reported:

- Jefferson 885 VFC responded to thirty-one (31) calls in the month of November.
- Two (2) new firefighter 1s were brought in, bringing the total number of nationally certified firefighters in the Borough to thirty-five (35).
- The rescue tools have been delivered and installed on the Jefferson 885 rescue truck and the Floreffe four-wheel drive engine.
- The fire department is now working under one dispatch set of tones with the County.
- A key fob system has been installed allowing access for everyone to both stations.
- Vice President Weber thanked all of those who worked to consolidate the fire companies.
- Regarding the ladder truck litigation, Mr. Felix attended a deposition last month and there is to be a trial in March. Chief Chalfant stated he received an email requesting he attend a deposition now as well. Chief Chalfant indicated Mr. Felix admitted in his deposition that the ladder truck was one hundred percent (100%) paid for with taxpayer money, but, since it is titled in Gill Hall VFC’s name, Mr. Felix feels they deserve half of the truck.
- Chief Chalfant congratulated Chief Roach on his role with the Critical Incident Response Team (“CIRT”).

Consulting Engineer Minsterman stated he had nothing further to report.

Engineer Glister reported:

- There will be a bid opening on December 6 for the Lewis Run stream bank erosion project.

Finance Officer/Treasurer Mr. Bennett reported:

- Thanked the Budget Committee and Mrs. Ielase, Mr. Sockman, Mr. Montgomery and Mr. Khalil for their input.
- The payroll conversion with ADP has started.

Public Works Director Mr. Volpe reported:

- Nothing further to report

Police Chief Roach reported:

- He would like to have the new agreement between the Borough and West Jefferson Hills School District for special duty officers put on the agenda for Monday.

Mayor Cmar reported:

- Wished the Thomas Jefferson Football Team good luck in Hershey.
- The Police Department is collecting toys for needy children in our community.
- She has a petition for redistricting of voting districts if anyone would like to sign it; Vice President Weber stated he believes redistricting is done every ten (10) years after the census.

Borough Solicitor Shimko reported:

- The Borough received a request to accept the sanitary sewers in the Betler Plan. The Gateway Engineers inspected everything and is recommending that they be accepted. Mr. Shimko asked for authorization from Council to draft an ordinance for this acceptance, along with authorization for the Borough to advertise the ordinance for future enactment. There was a consensus of Council to add this to the agenda for Monday.
- There have been no changes since last month regarding the draft of the County's oil and gas lease registry ordinance. Vice President Weber asked if the draft ordinance was available for review electronically or in paper form. Mr. Shimko replied it is available online and it needs to be passed by the end of the year, but it is still in the committee and he does not think it will be. Vice President Weber stated he believed it was Council's desire to wait for the final version from the County before passing a resolution to support it. It was the consensus of Council to continue to wait for the final version of the County ordinance.

Borough Manager Stinner reported:

- The Borough's IT infrastructure contract was awarded to Ford Business Machines.
- He has been putting together a request for proposal for the new telephone system and should be awarding the project near the end of January, with installation in February or early March.
- As Mr. Bennett mentioned, the payroll conversion with ADP is moving forward.
- The community center survey was mailed to residents in mid-November and the Borough has received an excellent response thus far. The survey closes on January 31 and an analysis should be put together for presentation at the March meeting.
- Contracts have been signed for improvements at 885 Park.
- He has contracted a local marketing firm to help develop a community marketing identity and will provide six (6) original designs to Council later this month.
- Earlier today, Borough Council President Chris King, contacted him and resigned his position on Borough Council effective immediately. Mr. King asked him to thank Council, staff and Committee Members for their assistance and efforts during his

time on Council. Mr. Stinner asked if anyone would like to be considered to serve the final two (2) years of Mr. King's term to please contact him. Motion by Mr. Montgomery to accept Mr. King's resignation, seconded by Mr. Sockman and carried unanimously. Vice President Weber stated the Borough will accept letters of interest until 4:00 p.m. on December 6 and will endeavor to fill the position at Monday's meeting.

## 17. General Business

Mr. Montgomery noted regarding SHACOG:

- He discussed with the Board the possibility of contacting the DEP about changing the scope of MS4. Presently, sediment is only being monitored, but DEP is talking about adding heavy metals, which would become the responsibility of the municipalities. The Board agreed to contact The Gateway Engineers to find out the scope that is going to be requested because it could be quite costly.
- SHACOG will be asking for \$1,000.00 from each community in the next budget for the CIRT because the grants that have been funding it are no longer doing so.
- State Senator Pam Iovino made a presentation about grant opportunities for next year. GEDF funding opens January 20. One grant, which may be helpful is called the PA Small Water Sewer Grant Program. This grant is open June 20, 2020 through February 1, 2021, is for rehabilitation of sanitary sewers flood controls and is only a fifteen percent (15%) match that can be PENNVEST loans. There is also an H2O PA Program that runs from June 2020 to February 2021 for rehabilitation of portions of all sewage disposal or storm water system and requires a fifty percent (50%) match, which can be PENNVEST as well.
- Two (2) CDBG Year 46 from the Borough of Jefferson Hills were accepted and the review process has commenced.

Mr. Sockman noted:

- When Council appointed him four (4) years ago due to a resignation it was also immediately after the resignation occurred.
- He hates to see Mr. King leave. The President position is enormous and very taxing and Mr. King will be sorely missed.
- Thanked Mr. Volpe for removing the dead pine trees from the Borough Building area.
- He appreciates Mr. Stinner attending the Recreation Board meetings because he infuses a lot of different ideas and can give authorization or take matters to Council if needed rather than the Recreation Board being a go-between.
- Thanked Mr. Thatcher's son and his neighbors for cleaning up the property on Ridge Road.

Mr. Khalil noted:

- Go Jaguars!

- Thanked everyone including his wife, family, Council, Borough staff, boards and commissions, firefighters and EMS, The Gateway Engineers, Mayor Cmar, Chief Roach, Mr. Stinner, and Mr. Shimko.

Mrs. Ielase noted:

- She attended the School Board Meetings on November 19 and December 3.
- She attended the Library Board of Directors Meeting on November 20.

Vice President Weber noted:

- Thanked Mr. Khalil for his kind words, but expressed, he feels, it has always been a team effort.
- Mr. King's departure is a loss for this Borough.

18. Adjournment

Vice President Weber adjourned the meeting at 8:28 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.

19. Executive Session: *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

John P. Stinner  
Secretary/Borough Manager