

Borough of Jefferson Hills
Agenda Meeting of Council
December 7, 2022

The agenda meeting of council was called to order by Vice President Budd at 7:00 p.m. in the Municipal Centers, 925 Old Clairton Road. Following the Pledge of Allegiance, Council Members Bucy, Vice President Budd, Montgomery, Reynolds, Ruscitto, and Mayor McCaffrey answered to roll call. Borough Manager Stinner, Finance Officer Drager, Solicitor Gabriel, Chief Dziezgowski, Engineer Glistler, Consulting Engineer Minsterman, and Public Works Volpe were also present. Council Member Lynch and President Steffey were absent.

4. Report from Borough Boards and Commissions

none

5. Borough Resident/Taxpayer Comments on Agenda Items

none

6. Discussion to approve the monthly bills

Mr. Montgomery stated I have a question. Is that all rental for the Bobcat equipment? Does the Borough have a brush cutter?

Mr. Volpe responded yes; the brush cutter was purchased for mowing the ponds. The other is for renting equipment for the Jefferson Estates Pond Restoration Project.

Mr. Montgomery stated there is a brush cutter for \$1000.00 and a brush cutter for \$7250.00, and there is a skid loader rental. So, you rented a brush cutter for \$1000.00 and then bought one, is that correct?

Mr. Volpe responded we rented it while we were brush hogging the pond out. Then as part of our capital equipment projects council voted to purchase the unit a couple of months later. The third one for Bobcat was the rental of the additional equipment for the pond restoration.

7. Discussion to approve the monthly payroll

8. Discussion to approve minutes of agenda meeting November 9, 2022

Mrs. Budd stated it was a garbage pickup. The minutes state if they get to bid, they will provide 196-gallon cans. I believe it is actually 96-gallon cans.

Mr. Montgomery stated it is one 96-gallon can.

9. Discussion to approve minutes of regular meeting November 14, 2022

10. Discussion to present proclamations honoring Jefferson Hills First Responders for their life saving efforts in the community during 2022

11. Discussion to promote John Haas to the rank of Sergeant within the Jefferson Hills Police Department from the current Civil Service Eligibility List for Sergeant Candidates
12. Discussion to advertise two seats on the Borough of Jefferson Hills Civil Service Commission for a 6-year term expiring December 31, 2028
13. Discussion to advertise three seats on the Borough of Jefferson Hills Planning Commission for a 4-year term expiring December 31, 2026
14. Discussion to advertise three seats on the Borough of Jefferson Hills Recreation Board for a 4-year term expiring December 31, 2026
15. Discussion to advertise one seat on the Borough of Jefferson Hills Zoning Hearing Board for a 5-year term expiring December 31, 2027
16. Discussion to advertise two seats on the Borough of Jefferson Hills Board of Library Directors for a 3-year term expiring December 31, 2025
17. Discussion to advertise three seats on the Borough of Jefferson Hills Environmental Advisory Council for a 3-year term expiring December 31, 2025
18. Discussion to advertise one seat on the Borough of Jefferson Hills Environmental Advisory Council for a 1-year term expiring December 31, 2023

Mrs. Budd stated Item 18 is going to be struck because there was a resignation sent in that was withdrawn.

19. Discussion to authorize the Borough Solicitor to file a “Petition to Redivide and Increase the Election Districts of the Borough of Jefferson Hills”, pending final approval of the map by the Borough Engineer

Mrs. Bucy stated I have an update from the December 7th, 2022, reapportionment meeting. On November 30th, the Borough held a Zoom meeting with the county on our efforts to reapportion the voting districts. Participants from the Borough were Borough Manager John Stinner, Engineer Mike Glister, Solicitor Deron Gabriel, Councilwoman Karen Bucy, Councilman Dave Montgomery, Councilwoman Hilary Budd, Lisa Buckiso, and Dave Oster. From the county was David Voye, who is the manager of the Allegheny County Elections, and Lisa Michael.

A large portion of the discussion was focused on drawing up and describing the boundaries of our districts, both the revised portions of the districts and the portions that are not being revised. The issue is how much detail must go into describing the boundaries. The Borough is aiming to submit the updated boundaries to the county for their review in a few weeks. Following the county's review, the petition will be changed if necessary and then submitted to the Common Pleas Court.

Solicitor Deron Gabriel asked for and received a copy of the 1990 Common Pleas Court petition. That was the last change to our voting districts. The petition reduced the number of districts from nine to eight at that point in time. The petition was based on a total of 4,680 registered voters. In the November 8th, 2022, election, we had a total of 8,831 registered voters.

Mr. Voye also stated that the county is working on implementing electronic poll books. We will not have to go and thumb through the paper poll books to find the voters. The numbered list of voters will still have to be filed out by hand, but the use of the electronic poll books should help speed up the process. At this time, the county is not sure when the electronic poll books will be implemented. They hope to test them at one of the Special Elections in 2023.

Subsequent to the Zoom meeting, the Triumph of the Holy Cross Parish confirmed by email to the Borough and the county their agreement to host two polling places at St. Thomas A Becket for the May 2023 primary election.

I have the numbers of what we are trying to achieve. In District 1 that goes to the GBU, there were currently listed in the January 2022 listings, 1,770 voters. We hope to have that revised to 1,064. The Borough Building, District 2, library side, was 838, and we hope to make that 1,079. District 3, Steel Center currently has 705. We hope to make that 750. District 4, Steel Center has 658. We hope to revise that to 759. The Borough Building on the Council Chamber side was 2,083. Our goal is to make that 1,066. Floreffé Fire Hall has 996. The revised will be 947. St. Thomas A. Becket, will host District 7 and total will be 896. Gill Hall Volunteer Fire Company Hall, District 8, was 1,348, and we hope to make that 1,158. St. Thomas A. Becket, which would be District number 9, we have no numbers because it's brand new, but we hope to make that 1,069, for a total of 8,788.

We have revamped 3,200 voters to make it more equitable and that no polling place will have more than 1200. Thank you very much to all the people on the Reapportionment Committee. Mr. Oster, do you have anything else you'd like to say?

Mr. Dave Oster stated Karen summarized everything very well. Just this past election in November, at District 5, the minimum wait time was a half an hour. The longest was an hour. Moving 1,000 voters out of that district is going to be a big help. It helps the poll workers, plus it helps the voters.

20. Discussion to ratify the 2023-2027 collective bargaining agreement between the Borough of Jefferson Hills and Laborers Union No. 1058

Mrs. Bucy stated I presented a sheet about the clarification of the buyout language. I would like to have that taken back to the Union to see if the buyout language could be amendable in the contract with the clerical staff.

Mrs. Bucy stated if it is a no, it is a no. I would like to have that buyout based on a percentage rather than a flat rate.

Mr. Drager stated in regard to the CBA stating the percentage of buyout. When we spoke about this the other day, what are we supposed to do in instances the problem with the percentage. What are we supposed to do in instances of if they elected immediately and they never had insurance? What happens if there is a change? Does that percentage then change to whatever it would be? For instance if someone had a child or someone got married or divorced?

Mrs. Bucy stated it would change with the premium of how much the premium cost.

Mr. Drager stated if they elect the buyout, do we have to follow up with if they have life changes. That would switch their health plan even if they are not on it. Based off of the percentage that you were

speaking of, if someone is single and they get married during that time, does that percentage then go to member plus spouse?

Mrs. Bucy stated If they want to have a change in their status, it is up to them to present it to you. They are the bearer of responsibility.

Mr. Drager stated if they are on a family plan or on a member plus spouse and they get divorced, then they would be on a single, they would get less money. They might not tell me right away. I am just saying this theoretically, but there is tracking involved.

Mrs. Bucy stated absolutely. For example, if I take Pennsylvania State Education Association Health Insurance, and I have a change in life status, it is my responsibility to contact them. I must show proof of the change of my status, so that I can then have my healthcare, Medicare will be switched to what it is supposed to be. That is my responsibility.

Mrs. Ruscitto stated otherwise, it is fraud. Where I work. We have a percentage, and if someone has a baby or a child or gets married, it is their responsibility to report that. Otherwise, if it is documented to someone that you did not, there is some sort of penalty.

Mr. Drager stated we would need to put together some type of procedure. Who is going to govern that. Every year are we going to do an audit of employee status.

Mrs. Bucy stated you can write it into the contract that reporting of changes in life status is the responsibility of the employee to notify management.

21. Discussion to authorize EMA purchases

Mr. Stinner stated we were presented with some information from Chief Chalfant about the untimely death of a fireman who was assisting someone on the side of the road in the Cleveland area. As a result, we took inventory of the number of traffic cones and vests that we currently possess in police, fire, EMS, and public works. We have approximately \$7,800 left in the EMA budget for this year. We are planning on spending that on traffic cones and hi-visibility vests. I will have an invoice for council to look at in their packets on Friday.

22. Discussion to adopt Ordinance No. 894 establishing the base Real Estate Tax rate for the year 2023 at 5.66 mills (General 5.226 mills; Fire 0.355 mills; and Ambulance 0.079 mills)

23. Discussion to distribution of Real Estate Ambulance Tax of \$68,000.00 to Southeast Regional Emergency Medical Services (SEREMS)

24. Discussion to distribution of Southeast Regional Emergency Medical Services (SEREMS) contribution of \$37,000.00

Mr. Drager stated in regard to number 23 and number 24, back in October, Council approved the contract with SEREMS for their annual contribution. It is \$105,608. For number 24, it is not going to be an even \$37,000.00. Is it okay to reword that to state the balance of whatever the real estate ambulance tax final amount to cover that 105,608?

Solicitor Gabriel stated we can revise the language appropriately.

25. Discussion to distribute 2022 Real Estate fire Taxes in two, separate payments of \$40,000.00 to Floreffe Volunteer Fire Company and to 885 Volunteer Fire Company with remaining funds to be allocated to the Jefferson Fire Rescue (JFR) Truck savings account

Mr. Reynolds stated I thought Floreffe and 885 were merged.

Mrs. Budd stated we have discussed that many times.

26. Discussion to adopt Resolution No. 45-2022 amending the fee schedule of the Borough of Jefferson Hills for 2023

Mr. Montgomery stated I have two schedules here. Has there been a change today?

Mr. Glister stated yes, we had updated the fees from Gateway for that portion of the schedule. When we drafted the fees resolution on Friday of last week, we did not have the 2023 rate schedule from Gateway yet. We got that in earlier today and revised the schedule. The one in the packets had the Gateway fees highlighted with a note.

27. Discussion to adopt Resolution No. 46-2022 amending the salaries, compensation, and wages for Borough employees for the year 2023

28. Discussion to approve the 2023 Borough of Jefferson Hills budget

29. Discussion to approve the Public Works Department to place an order for a 2023 F-600 Ford Dump Truck Chassis from Laurel Ford for \$ 63,235 under the COSTARS & SHACOG contract pricing, due to current truck shortages and manufacture's deadlines. COSTARS contract No. 025-043. Funding for the purchases will be in the 2023 Budget

30. Discussion to approve the Public Works Department to place an order for the dump bed and snow removal equipment for the F-600 chassis. Order will be placed with U.S. Municipal Supply for \$ 48,559 under the COSTARS Contract No. 025-E22-441, due to supply chain shortages. Funding for the purchase will be in the 2023 Budget

31. Discussion to adopt Ordinance No. 893 amending Chapter 27, Zoning, of the Code of the Borough of Jefferson hills, to provide for a five-member Zoning Hearing Board and permit No-Impact Home Based Business accessory uses by right in all districts

Mr. Montgomery stated we have to have a hearing for it. Should be on the agenda for Monday?

Mr. Stinner stated it is on separate agenda. They are two separate meetings.

32. Discussion to adopt Ordinance No. 895 adopting the 2021 edition of the *International Property Maintenance Code* including amendments recommended by the Planning Commission, unanimously approved by Council by legislative action at its August 8, 2022, Voting Meeting

Solicitor Gabriel stated Council took official action to move forward with adopting the International Property Maintenance Code. It has already been utilized by the police department, public

works, and code enforcement. Now, we would like to make it a permanent ordinance and put it into full effect.

Mr. Montgomery asked what was it before? Was it legal before?

Solicitor Gabriel stated it was in effect before. When we are to present, for example, at a magistrate's hearing or police court, we would produce the minutes from the legislative action. But now we want to make this officially an ordinance to adopt it. It was still legal by action of our governing body. An ordinance is recommended, especially if we are going to make it permanent.

Mrs. Bucy stated I think it was a resolution before. It was not an ordinance. An ordinance makes it one step more official.

Mr. Stinner stated an ordinance is the law, and the resolution is how we carry out the business.

Solicitor Gabriel stated a resolution typically expresses the will of this council. An ordinance can more aptly carry forward to future Councils. It will be a permanent ordinance.

33. Discussion to approve a sanitary sewer Right of Way agreement between the Borough of Jefferson Hills and Pennsylvania Turnpike Commission premises at approximate milepost M50.7 at the northbound access ramp off Gill Hall Road, near the Jefferson Hills State Police Barracks for the consideration of \$1.00

34. Discussion to adopt Resolution No. 47-2022 for a Sewage Facilities Planning Module for the PICCO Pump Station Project

Mr. Glister stated this is for the PICCO Pump Station Project, everyone on Council is familiar with this project. We had already lost a month on getting this approved by Council due to the strike at the Post-Gazette. Then we were waiting on signatures from West Elizabeth Sanitary Authority as well as the Allegheny County Health Department. WESA did not sign their portion of the planning module, saying they have capacity for the flows until after their meeting, which was the end of November. It was the beginning of last week. It took them a couple of days after, they discussed it and got it back to us on Friday last week. We do have it off to the Health Department. We got it down there first thing on Monday. Again, the Health Department won't sign off until WESA signs off on it. We are hoping we get it back tomorrow or Friday. Then, we can get it up here to vote on. We do not want to lose another month. It is the first step in a couple of series of things that need to happen on our timeline to get this project complete

35. Discussion to enact Ordinance No. 896 accepting Woodwind Drive and Harlin Drive in the Jefferson Estates Phase 1 through 3 Plan as public streets of the Borough of Jefferson Hills; further accepting the infrastructures of storm and sanitary sewers serving said streets, in addition to the stormwater detention facility situated on Parcel ID# 662-D-100, 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. Glister stated this is part of our settlement with the Jefferson Estates HOA and the developer. By the end of this year, we are supposed to formally, accept and dedicate the Woodwind Drive and Harland Drive, as well as the storm and sedimentary lines in addition to the stormwater detention facility that Public Works has been working on. This is the ordinance to formalize all that. We are working on

gathering all the legal descriptions and exhibits that are necessary to go along with the ordinance. I have been working with Solicitor Gabriel to get all the paperwork gathered.

36. Discussion to approve Application for Payment No. 1 from Insight Pipe Contracting, LLC in the amount of \$44,830.55 for work completed on the SHACOG Joint Municipal Sanitary Sewer Lining Project – Year 16 – Contract B (MH-MH Lining), subject to the receipt of an invoice from SHACOG

37. Discussion to approve Work Authorization dated November 22, 2022, from Gateway Engineers, Inc. for miscellaneous Borough engineering and consulting services in 2023 in the amount not to exceed \$10,000.00

38. Discussion to approve Work Authorization dated November 22, 2022, from Gateway Engineers, Inc. for miscellaneous engineering and consulting services in 2023 related to the Clairton Sewershed in the amount not to exceed \$10,000.00

39. Discussion to approve Work Authorization dated November 22, 2022, from Gateway Engineers, Inc. for miscellaneous engineering and consulting services in 2023 related to the West Elizabeth Sewershed in the amount not to exceed \$10,000.00

40. Discussion to adopt Resolution No. 49-2022 granting preliminary plan approval to the Hidden Oaks Consolidation and Subdivision Plan designated as SP-9-2022

41. Discussion to adopt Resolution No. 50-2022 granting preliminary and final plan approval to the Arnoldt Subdivision Plan designated as SP-15-2022

42. Discussion to adopt Resolution No. 51-2022 granting preliminary and final approval to the Nath Subdivision Plan of Lots designated as S-6-2021

43. Discussion to adopt Resolution No. 52-2022 granting preliminary and final plan approval to the Sisco Plan of Lots no. 3 designated as SP-14-2022

44. Borough Resident/Taxpayer Comments on Non-Agenda Items

none

45. Reports

Fire Chief

Nothing Further to add to written report

EMS

Not Present

Engineer

Nothing Further to add to written report

Consulting Engineer

Nothing Further to add to written report

Finance Officer/Treasurer

Nothing Further to add to written report

Public Works Director

Nothing Further to add to written report

Police Chief

Chief Dziezgowski stated I wanted to let the residents know that the Jefferson Hills Police Department just received the 2022 AAA Community Traffic Safety Platinum Award for outstanding service, dedication, and the significant impact made by improving the quality of life through traffic safety programming. These are given to communities that have documented new, perhaps innovative traffic safety programs, projects, or initiatives for the previous year. I am proud of my officers for their dedication in earning that award for the department.

The Jefferson Hills Police Toy Drive is in full swing. If you are able to donate toys, gift cards or any other things that would help families in need drop them off at the Police Department. The toy drive will end the week of December 16th. Any help would be greatly appreciated. A special thanks to JHFR for their breakfast with Santa, which was a great morning.

Mrs. Budd congratulated Chief Dziezgowski on the AAA Community Traffic Safety Award.

Mayor

Mayor McCaffrey stated I hope everyone who came out to Holiday in the Hills this past weekend had a good time. We had a great turnout for the first year and hope to keep growing this in the future. To plan and put together an event like this truly takes a village, and we certainly had one. I would like to thank everyone who worked so hard to make this such a success. A special thanks to our Recreation Board, our Borough manager and staff, public works, our police, fire, and EMS departments, the library, our Council volunteers, and anyone else who volunteered their time to make this such a successful event.

I would like to congratulate our police department on their award.

Manager

Mr. Stinner thanked the Mayor McCaffrey, for planning a great event. I know my children enjoyed it quite a bit. I would like to thank everyone who helped out, especially the public works department, police department, fire department, our EMS service, as well as any of the other organizations who brought vehicles to the touch of truck or who were set up here as vendors. It was a great event. I am looking forward to it again next year.

Chief Dziezgowski, congratulations on the award of the department. It is well deserved.

Solicitor

Solicitor Gabriel noted for the record, Council did meet in an executive session to discuss personnel matters and will not be returning to executive session after this meeting.

46. General Business

Mr. Montgomery stated I will start with the SHACOG report. The CERT armored tactical vehicle was delivered in October with the help of state Senator Robinson's Grant. It is quite a significant piece of equipment. I have the specs if anybody wants to see them. It was quite expensive, but it does a lot.

The police chiefs met in October and November. The active shooting training will be in December. Driver training was complete in November. The CERT team had no call outs for October and November. The investigative team had no call outs for October and November. The accident reconstruction team had one call out for October and one for November. The Joint Civil Service test will be held in the spring.

As far as the solid waste contract, there will be the first fuel adjustment request of the contract will be in January. It is recommended that we check the invoices for the fuel adjustment price increase, then check with the contract to make sure that it is valid. The second set of specifications were sent to the managers for review for the new contract. For some comparison, Hampton Township awarded their garbage contract. It was a 34% increase with a controlled volume of trash option, which meant you cannot put out as much as you want. This may be something we will have to consider for the latest contract to be awarded.

The fall commodity bids were opened on October 6th. Salt price actually decreased \$1.67 a ton due to the reduction in fuel prices. The vehicle bids are difficult. Ford opened truck bids for four days and then closed them. Ram, GMC, and Chevy were open for one day and closed. It is difficult to get trucks, cars, or anything right now.

The administrative committee met in November. There will be a flood study on the Route 51 corridor, which was paid for by a grant from State Senator Devlin Robinson. They are going to work from the Cloverleaf to the Elizabeth Bridge. They feel that is the most pressing area. They are doing an RFP for the engineering firm that will do the work.

The Act 152 demolitions are underway. CDBG 47, that is the July 2021 contracts. There are five projects to go for the completion of that cycle. The July 2022 contract, that's CDBG 48 has more projects than were funded than in the past. No contracts have been let yet due to the Post-Gazette strike. The newest one for July 2023, has less applicants than there were in CDBG 48. Fourteen applications were submitted for the spring consideration.

We are going to have the initial Joint Comprehensive Plan meeting is set for a week from today in Pleasant Hills Council Chambers at 10:00 AM.

I would like to congratulate Mayor McCaffrey on a tremendous event. It is always good to improve the quality of life of our community.

We need to remember today is Pearl Harbor Day. Eighty-one years ago today, the United States was attacked by the Japanese Empire. A lot of brave sailors lost their lives and plunged the world into even a deeper war. We need to remember those people who died that day.

Mrs. Bucy stated I am heavily involved in the Cloverleaf Ecumenical Food Bank. We have had a 35% increase in the amount of people coming to the food bank. On November 22nd, we had 177 families and on December 6th, we had 155 families. We will have one more distribution on December 20th from 9:00 to 12:00. It is in the old St. Elizabeth's High School, and anybody is welcome to come and sign up.

I would also like to thank the Mayor McCaffrey and the Recreation Board and anyone else who was heavily involved in the Holiday in the Hills. It was a great family event, and the weather certainly cooperated. The date that they planned it for was a great way to kick off the holiday season. It was a great success.

On this International Building Code, when we make that an ordinance, will that help anything in assisting in addressing the blighted houses in a more significant manner?

Mr. Stinner stated the IPMC is very valuable to address blight. The problem we run into is with the existing blighted properties in the Borough is many are logged with years of back taxes. It is also very difficult to find out who owns the property if it has been abandoned. The IPMC moving forward will help us address things before they become abandoned blighted properties. Previously, we have addressed blighted properties through the CDBG demolition program. It is a great tool to help prevent blight in the future.

Mrs. Bucy stated I think the IPMC will be beneficial to the people that come to the podium with blighted property complaints.

Mrs. Ruscitto thanked Mayor McCaffrey for the Holiday in the Hills event. Police, fire, and everybody that participated did a great job. Thank you to our public works, mayor, manager, and council people that helped donate their time, the rec board, Mr. Nickolich for bringing up his automobiles for the kids to honk the horns. It was a great festive, and fun event. It was nice to see all the little kids and their eyes wide and having a good time.

To the residents that tuned in to listen to us today, I will encourage you to volunteer some of your time. We have a lot of positions that are open. These are critical positions for things that happen within this Borough and how decisions are made in the scope of what we do here within the Borough. We have openings on Civil Service Commission, Planning Commission, Recreation Board, Zoning Hearing Board, the Library Board, and the Environmental Advisory Council. Anybody that is interested in possibly donating some time, or getting more involved with the Borough, please apply for these positions. It is nice to see new faces and hear new names of residents that are interested.

Mrs. Budd read an update from our librarian. “

Thanks to Mayor McCaffrey, the rec board, and everyone involved in planning Holiday in the Hills. The library had over 200 kids make crafts and giveaway bags. I do think they went through all of them and then had to make some more. There was quite the turnout. Thanks, are also in order for Chief Dziezgowski and Councilwoman Ruscitto for holding story times throughout the day. We had a lot of people visit the library for the first time and sign up for library cards. It was a great event, and we are very excited for next year.”

The library will be holding CPR/AED certification class Tuesday, January 10th, 2023, from 6:00 to 8:00 p.m. Southeast Regional EMS will offer CPR/AED certification. The class is free. There is a \$5 charge if you would like your CPR certification card mailed to you. Register at jeffersonhillslibrary.org. The library will be adding more winter and spring programs throughout the next few months. Please visit jeffersonhillslibrary.org to see the full program schedule.

Holiday in the Hills was a wonderful event. During the event, I heard nothing but compliments. There were smiles on everyone's faces. I think exceptional teamwork went into making this a success.

Thank you to everyone. Thank you, Mayor McCaffrey, for coordinating it and everybody else who threw in their time and effort to make it a really nice event.

Thank you, JHFR for breakfast with Santa. It was a wonderful event as well. I was happy to see police and fire coordinating together, especially for collecting donations for the toy drive. Thank you everybody for your teamwork.

47. Adjournment

Vice President Budd adjourned the meeting at 7:49 p.m. on a motion by Mrs. Ruscitto, seconded by Mrs. Bucy and carried unanimously.

John P. Stinner
Borough Secretary/Manager

Executive Session: Personnel, Lawfully Privileged/Confidential, Public Safety Preparedness, Litigation Peters Creek Sanitary Authority, et al. v. Clairton Municipal Authority, Court of Common Pleas of Allegheny County, GD-17-017711; AUUE, Inc. v. Borough of Jefferson Hills Zoning Hearing Board, 328 WAL 2021, Court of Common Pleas of Allegheny County Appeal No. 871 CD 2020, SA-19-000748; PICCO Superfund site- potential litigation involving WESA and Ashland; Potential acquisition of real estate; threatened litigation from WESA.