

Borough of Jefferson Hills
Agenda Meeting of Council
June 8th, 2022

The agenda meeting of Council was called to order by President Steffey at 07:03 p.m. in the Municipal Centers, 925 Old Clairton Road. Following the Pledge of Allegiance, Council Members Bucy, Vice President Budd, Montgomery, Ruscitto, President Steffey and Mayor McCaffrey answered to roll call. Borough Manager Stinner (via zoom), Finance Officer Drager, Solicitor Gabriel, Chief Dziexgowski, Borough Engineer Glistler, Consulting Engineer Minsterman and Public Works Director Volpe were also present. Mr. Lynch and Mr. Reynolds were absent.

4. Report from Borough Boards and Commissions
5. Borough Resident/Taxpayer Comments on Agenda Items
6. Discussion to approve the monthly bills
7. Discussion to approve the monthly payroll.
8. Discussion to approve minutes of agenda meeting, May 4th, 2022.
9. Discussion to approve minutes of regular meeting, May 9th, 2022.
10. Discussion to recognize G. David Parme for his 11 years of service on the Borough of Jefferson Hills Zoning Hearing Board.

Mr. Montgomery asked if it is the presentation of flags.

Mrs. Steffey stated yes. She directed Mr. Stinner to send official invitations to those recognized.

11. Discussion to recognize Frank Sockman for his 6 years of service on the Borough of Jefferson Hills Council.
12. Discussion to recognize Vickie Ielase for her 12 years of service to the Borough of Jefferson Hills Council.
13. Discussion to recognize Jan Cmar for her 22 years of service to the Borough of Jefferson Hills.
14. Discussion to appoint blank to the Borough of Jefferson Hills Pension Board.

Mrs. Steffey stated we only received two applications and the time limit is already up.

15. Discussion to appoint blank to the Borough of Jefferson Hills Pension Board.
16. Discussion to appoint blank and blank to the position of temporary summer help inside the Borough of Jefferson Hills Administration Department.
17. Discussion to hire blank to the position of Borough clerk inside the Borough of Jefferson Hills Administration Department.
18. Discussion to open and advertise two positions for laborer inside the Borough of Jefferson Hills Public Works Department.
19. Discussion to approve resolution 23-2022, authorizing an application to the Pennsylvania Municipal Assistance Program for a grant in aid for the Borough of Jefferson Hills Implementable Comprehensive Plan.
20. Discussion to authorize the creation of a request for proposal RFP for a new website for the Borough of Jefferson Hills.
21. Discussion to approve temporary maintenance contract with ABM for temperature control in the Borough of Jefferson Hills Municipal complex for a 6-month term in the amount of \$9,096 per year, or \$1,516 per month.

Mr. Drager stated we did the basically the same temporary contract last year, it expired, and we were just renewing it because there's still our typical maintenance and repairs. With this, it's scheduled and there are somethings that are covered under the contract, so it benefits us. It's basically the same agreement just for the Public Works Building.

Mr. Montgomery asked is this going to be a permanent solution?

Mr. Drager stated it is a 6-month contract for the building. The Public Works Building is a year.

22. Discussion to approve temporary maintenance contract with ABM for temperature control in the Borough of Jefferson Hills Public Works building in the amount of \$7,776 per year, or \$648 per month.
23. Discussion to permit United States Steel Corporation Clairton Works to adopt Oak Road and a portion of Peters Creek Road. Coordinated through the Keep Pennsylvania Beautiful organization beginning at the intersection of Oak Road in Old Clairton Road and ending at Waterman Road East, approximately 2.0 miles.
24. Discussion to permit the Jefferson Hills Police Department to sell an ENRADD speed timing device, which is no longer supported by the manufacturer, to Springdale Borough Police Department for the fair market value of \$750.

25. Discussion to approve an agreement between the Pennsylvania Turnpike Commission and the Borough of Jefferson Hills regarding the proposed dynamic message sign along State Route 51, and its potential future impact to the Lewis Run sanitary interceptor.

Mr. Glister stated part of the Mon-Fayette Expressway extension that is currently under design, and we'll be moving forward towards construction in the next couple of years. One of the first things the Turnpike Commission wants to do is install a few dynamic message signs along Route 51. There's going to be one down along 51 Southbound in the Ciccanti's parking lot. Then there'll be one on 51 Northbound at the intersection with Worthington. The third sign is going to be on the Expressway itself. They will be constructing a new bridge over Route 51, between the two existing bridges. There will be some lane closures over the weekends and at night. They are taking additional right of way outside of the existing right of way for Route 51, to place a sign. This is their ideal location. This additional right of way is going to impact any existing sanitary sewer easement that we have for the Lewis Run interceptor. If we have to do an excavation repair on the interceptor, we have to worry about under excavating the sign or anything that may impact the sign they're proposing to install. It will be an additional expense for the Borough. When they initially proposed this location, we recognized that and told them that and, we're not opposed to the impact or easement. We just want to make sure if we ever have to work on our sanitary line there, that the Turnpike will come in. They'll either cover the additional cost or they'll arrange for somebody to come in and support it with temporary support. That is in this easement. The chances of this becoming an issue down the road are pretty slim, but at least we're covered if it does happen.

26. Discussion to adopt resolution number 24-2022 for a sewage facilities planning module for the subdivision plan known as Wray Large Development.

Mr. Glister stated this is a sewage planning module. We do these quite often for developments. Council is familiar with the development because it has already gone through the Planning Commission. Council is familiar with Pine Crest or Millstone or Deer Hollow. In this they are at risk because they don't have a guarantee that they will have those taps. So, it's sort of a backwards way to go. For the Wray Large Development, they're going the opposite direction. They are going to make sure they can get taps available first and then they are going to submit their subdivision application. There is a sketch or a description in the planning module packet itself. It is a large tract of land that they are going to subdivide into two lots and for two homes.

Mrs. Steffey reiterated there is not going to be a large development of 40 to 50 homes. It is to be subdivided with two properties or two houses on it.

27. Discussion to adopt resolution number 25-2022 for a sewage facilities planning module for the subdivision plan known as S-5-2021 Pine Crest Estates, Phase 1.

Mr. Glister stated this is a development that has been granted approval through the Borough, went through the Planning Commission and Council. There was nothing in the packets because we don't quite have everything we need yet. We can do one or two things. We can either take it off the agenda for Monday, or we can give them until when we prepare the

packets for Monday. If we don't have it by Friday, when we're preparing the packets, then we can just take it off the agenda at that time. It's Council's decision. They were missing a few signatures from Clairton Municipal for it.

Mrs. Steffey stated I'm fine with waiting and keeping it on there.

Mrs. Ruscitto stated we can table it if it doesn't come in.

28. Discussion to approve application for payment number one and final from State Pipe Services, Inc in the amount of \$13,575.37 for work completed on the joint municipal SHACOG preventative maintenance year 11 project, subject to the receipt of an invoice from SHACOG.

29. Discussion to approve work authorization dated June 3rd, 2022, from Gateway Engineers, Inc for continuation of miscellaneous engineering and consulting services in 2022 related to the West Elizabeth Sewershed in the amount not to exceed \$10,000.

30. Discussion of 2020 audit presentation by Stephen Niedenberger, partner, Hosack Specht Muetzel & Wood LLP.

Mr. Montgomery suggested moving agenda item #30 at the top of the agenda.

Mrs. Steffey directed Mr. Stinner to move number 30, the presentation, up to the beginning of the meeting.

31. Reports

Fire Chief

Not present

EMS

Not present

Engineer

Mike Glistler added we talked about this at the engineer committee meeting earlier today. There was a news story on WPXI about landslide that occurred in the Borough in May. We were aware of it at the time, and we were going through the process we normally go through in this type of situation. Landslides are, unfortunately, a common occurrence, not only in Jefferson Hills, but just in the entire region. I think everybody has seen a few stories here or there about landslides and the impacts it can have on roads, like what happened with Route 30 a few years ago. But just to remind residents, landslides are unfortunate, and they are costly to remediate and repair. What we most commonly find is when a landslide occurs on somebody property, they come to the Borough and they're looking for us for help to fix the problem. But

unless there's something that's directly impacting Borough-owned infrastructure, being a Borough-owned roadway, storm sewer, or sanitary sewer, we typically don't have an involvement. It's a private issue. But, with how many of these landslides that have been occurring throughout the Borough, we would go bankrupt if we were trying to remediate everyone that occurred

Mrs. Bucy stated I have a concern on the budget breakdown. I just want to have it on record that when we look at this pay sheet, this budget was approved for Frank Street many years prior. I want to make sure that for the next steps forward, that we have a work authorization for Frank Street. On this bid sheet, we're up 115%. This occurred since in previous years, '21, '22, a design and plan were made. The last 2 years have been \$9,000. I want to have a work authorization that covers this amount. Frank Street is going to be an emergency connection between Maronda and Jefferson Estates.

Mr. Montgomery stated I think that should be at least \$15,000, because it's already \$7,000 over.

Mr. Glistler stated I was talking with the project manager from Gateway about it, Mark Reidenbach. We were continuing to get comments from the Conservation District and the DEP on the joint permit. We thought they were done, and then they came back with additional information & requirements. That is why we were planning on coming back with work authorization. The next step of the permit process is that it will go to the Army Corps of Engineers. I'll work with Mark Reidenbach here in June, and we will have something prepared for July.

Mr. Montgomery stated \$15,000 would be at least the minimum because you are already \$7,000 in the red on that now. I don't know how many more permit problems will come up.

Mr. Glistler stated we will come back in July with an additional work authorization that will hopefully get us through the remaining permitting with DEP, Conservation District and the Army Corps of Engineers. and any additional coordination we need to have with Maranda. The background information regarding Frank Street is that it came forth from a lawsuit between Pleasant Hills and Borough of Jefferson Hills and Maranda. The takeaway from the lawsuit is that the Borough was to get the permitting for Frank Street, and then Maranda is to actually build Frank Street at their expense. We're almost done with our role. There are some details we still need to work out with Maranda and Pleasant Hills to make sure that we are meeting everybody's requirements in terms of keeping a functional emergency access. Since a public road that's open all the time causes additional traffic, there was a lot of push back from the residents there in Jefferson Estates. Pleasant Hills agreed to leave it as an emergency access road. If we just put signage up, are people going to abide? Probably not. If we put a gate up, that solves one problem. But then in an emergency, do we have the right gate installed where somebody has to get out in the winter with a key, the lock is frozen. That's not something you want to be dealing with in an emergency. There are some details we're still working through. Maronda Homes has an additional fee that goes towards the cost of the permitting. In 2010, the permitting was estimated to be around \$40,000 or \$45,000. So that's what that fee was based off. In the 10 plus years since that was established nobody foresaw waiting this long to pursue

the permitting. The permitting requirements, as they normally do, change and evolve. We're hoping to have this permit in hand near the year here, so.

Mrs. Bucy stated since this is a public safety issue, can we have input from the ambulance, the fire and the police department about what they would like to see on that?

Mrs. Steffey stated I think we should discuss it at our public safety committee meeting.

Consulting Engineer

Not present

Finance Officer/Treasurer

Mr. Drager stated I have the finance committee meeting tomorrow, and I'll have my finance report out by Friday.

Public Works Director

Mr. Volpe stated I provided my written report if there's any questions.

Police chief

Chief Dziezgowski stated my report will be available Friday. I do have two additional comments. With Community Day coming up this Saturday, I wanted to notify the residents that parking will be regulated and directed by police to certain areas within Andrew Riley Memorial Park that day with designated areas for vendors, handicapped placard vehicles, and general parking. Additional parking will be available near Jefferson Hospital with constant shuttle service that will be discussed by Madam President. To avoid obstructing flow in the nearby residential areas and to allow for ingress and egress of emergency vehicles, there will be no parking on the right side of Wray Drive and a portion of Wray Large Road. Both areas have been posted with signage saying no parking by order of the JHPD. We kindly ask residents and others to comply with those posted signs which will be enforced that day. Any vehicles found in violation may be towed at the owner's expense. Thank you for your cooperation and hope you enjoy the festivities during Community Day. These parking restrictions were posted on the JHPD Facebook page, to the Borough website, and JHFR's Facebook page. So please try to adhere to that for a smooth operation on Community Day. Lastly, the day after Community Day, Sunday, June 12, from 10:00 AM. To 04:00 PM, will be the Officer Dale T. Provins, Jr. Memorial Blood Drive in the Upper Parking Lot. You can donate some blood. You can donate your time and energy and money towards his foundation for an educational scholarship to CCAC. So, I appreciate all support on that day for the police department and the memory of Officer Dale T. Provins, Jr.

Mayor

Mayor McCaffrey stated I would like to thank all the residents who participated in this year's Memorial Day service. We had a great turnout for the 60th year anniversary. Also, thank you to JHFR, our police department, ambulance service, public works, and Council. A special thank you to Willie Theiss of 2nd II None Productions for donating his time and equipment. Lastly, thank you to our EMS and fire departments for taking such quick care of the band members that required assistance.

Manager

Mr. Stinner stated my monthly report will be in Council's packets on Friday. I'd like to tell the residents that the Borough has recently engaged a passive NTR to assist in the composition of a new 10-year Comprehensive Plan. A group of community members have already volunteered to comprise this Comprehensive Plan Steering Committee, which met for the first time this month. They will be contributing their knowledge and skills to the plan of the next year. Beginning this summer, the Borough and the Comprehensive Plan Steering Committee will be engaging residents at community events like Community Days, through the IN Community Magazine and via traditional and electronic mail to gauge their opinion about the future of the Borough. Please offer your input. I encourage everyone to participate when they see these opportunities. I look forward to hearing the input on the Comprehensive Plan. Thank you.

Solicitor

Solicitor Gabriel noted for the record. Council and the Mayor did meet an executive session prior to this agenda meeting to discuss personnel and litigation matters. We will return to executive session briefly following this agenda meeting.

32. General Business

Mrs. Budd thanked Mayor McCaffrey for orchestrating a very nice Memorial Day event and to everybody who she named. Everybody who participated to make it such a nice event, especially our speakers, our veteran speakers, and our young elementary school age speakers who took time out of their day to come down and tell us what Memorial Day meant to them. It was just a nice event, and I was grateful to attend. I also wanted to just make sure everybody knows, to check on social media for library events that are coming up. They have several different reading programs going on this summer. Thank you.

Mr. Montgomery gave the report on SHACOG's meeting. The main topic was solid waste. It's going to be much more expensive because of inflation. The industry focus is to go to automation. That's the cheapest way to do it. I think everybody will go to automation. That's just one driver with a remote arm will pick up the garbage. Whitehall has it. Upper Saint Clair has it. Bethel Park has it. We looked at it 4 years ago and decided not to do it. They will provide 90-gallon container for garbage, which will hold about five to seven bags of garbage. They will not be under the current contract; we take 15 bags of garbage. That will be a change.

There will also be a bulk waste pick up once a month instead of every week. North Huntingdon bid theirs and their costs went up 57% and Mill Creek went up 46%. The problem is not fuel, the problem is getting drivers. Waste management was providing signing bonuses for \$1,000. Then they went to \$2,000, \$5,000, now they're at \$7,000. They're still having trouble getting drivers. That is why they want to go to automated. The community has one driver anyways, and he does it all. The Borough can go all automated. Dormont cannot because of everybody parks on the road. Waste Management stated everything can all go automated here. So, the one new thing came up is the glass can is back. That would be an option that we can pick up. It'll cost between 50 cents and 75 cents a household. We'd have to consider that, glass is an item that can be recycled forever, as far as ecological concerns, glass is always recyclable, forever. But it is another add on cost. That's something we'd have to consider. It is something to consider.

Mrs. Steffey asked if it would be 50 cents per month?

Mr. Montgomery answered Per month. 50 to 75 cents per household. Once you do it, everybody must do it. Everybody would be recycling glass.

Mrs. Steffey asked if it wouldn't be optional for each house.

Mr. Montgomery stated once we opt in, everybody must do it. Since we had the manual pick up. They'll give us a price on both. We will have the options to pick one or the other. For planning for budgets, we're looking at least \$77 a quarter, with automated. That's just the rough calculations.

The police chiefs met in May, they did the active shooter training in late spring and early summer. Firearms training is on hold. Driver training is complete. The CERT team had two activations. The accident reconstruction had none, and the investigative team had none. The fire chiefs met discussing training and retention and recruitment. The joint civil service test is pending. The administrators will meet on August 6th. It's down to two municipalities participating, and it's almost not worth going on with, according to Lou Gorski because the costs are going way up. We're all on our own. That's a new development.

The administrative committee met. Joint commodities for spring were open March 10th, and the letters were due back by April 24th to lock in a price. The salt bids will be on June 1st. The factor truck was bid and was authorized by the participating communities. Act 152 Demolition awards will end and will occur in the end of June. Six communities applied for the second round. Four months for the decision to be passed on that. CDBG 46, one project is in progress. The rest are complete. CDBG 47, one project is complete. CDBG 48, end of May, early June, for the decision on the applications. It's never too early to plan for. In two months, we'll have to start making plans for CDBG 49.

SHACOG has two outings; the golf outing is on July 21st and the banquet is on October 20th.

Mr. Montgomery asked, on the employee handbook, any thoughts on what we're going to do with that?

Mrs. Steffey stated no. I asked for an update at our pre-agenda meeting. I believe it hasn't been vetted by the Union.

Mr. Stinner stated we vetted it, we've proofed it, and we need to take it to David Mitchell for review. Once he reviews it, we will engage all three Unions, and get their sign on.

Mrs. Bucy stated I want to go back to the agenda items. Item number 21. I think we need to eliminate after \$9,960 per year because that's very confusing. Six-month term in the amount of \$9,096 cross out per year or \$1,116 per month.

Mrs. Steffey asked because it's a 6-month term?

Mrs. Bucy stated on number 19, discussion to approve the resolution. I just wanted to make sure this is through Jenni Easton and the Comprehensive Plan. Does the Borough contact our state representatives to do this? Is Jenni Easton going to do this, or is this part of the Borough manager or part of Council? Who is making this application for the grant made?

Mr. Stinner answered Pashek MTR is drafting the grant.

Mrs. Bucy thanked the crossing guards, Jody across from Vine and crossing guard Dave. I can say I only did one half session in all the time since November. This tells you how diligent both people are because they never missed, except for one half day that I ever did the crossing guard for them. I thank them for their responsibility and diligence in that job.

Mr. Montgomery stated thank you.

Mrs. Bucy also thanked Mr. Drager for number 30, discussion of 2019 audit presentation. Mr. Drager has been working on this audit for a very long time. We are ready to have this presentation I am very comfortable with how this is going to proceed, so thank you, Mr. Dragger. Lastly, I would like to thank the people who attended and participated in the Memorial Day celebration. It was a special tribute for our deceased veterans who fought for our personal freedom. I think it was very well done.

Mrs. Ruscitto stated Karen, I just wanted to commend you for doing such a good job with the ceremony that day. It was very nice. I'd like to thank all the speakers that volunteered their time as well, and all the people that made it out there and anybody that was volunteering down at Floreffé Fire Station, thank you for your time.

Mrs. Steffey stated Lastly, I would also like to thank Mayor McCaffrey for her participation and her planning in our Memorial Day service, along with Tara Revis. Councilwoman Budd helped as well as far as the planning went. I am very appreciative of that. Sadly, I could not be there. I did see a lot of videos and wanted to thank everybody that participated and volunteered for the event.

I also wanted to thank the residents that have stepped up and volunteered their time and efforts and experiences and knowledge to our new steering committee meeting. I listened in on our first meeting Monday evening. A lot of great ideas will be coming from this committee for the new Comprehensive Plan.

We have taken the initiative along with our code enforcement officers to clean up Jefferson Hills a little bit. I know Councilwoman Bucy will be happy about this. We have had several complaints from residents about the number of temporary signs that have been left in Jefferson Hills after elections and specifically from contractors. Our staff took the time to go through the sign permits that we had on file to verify whose signs can be placed in Jefferson Hills. We do have a sign permit application. There is a \$50 fee, and you are able to put up your temporary signs for a certain time frame. There are directions and specifics on the size of signs that are allowed, et cetera. It was very sad that we had one sign permit application with a paid fee on file. As you all look around and you see the number of signs that blanket Jefferson Hills and are left after certain dates that these signs say an event is being completed or an election. I would like to thank Andrew Kuzma because he was the only person running for the election that properly applied for his sign permit and paid the fee and came back diligently afterward and cleaned up his signs. I had the code enforcement officers take the steps into removing all the signs and contacting the people that placed signs in here without the permit application completed and the fee provided. You can't just complete the application and say you're going to send the fee in, and you never do. We give ample amount of time. We did contact many people, never received a fee. We removed all the political signs. Those people will be sent a letter asking them to make sure that they complete the application in the future if they're running in a certain election. I wanted to make this clear and I'll reiterate it again on Monday that you can't just put-up signs. It's also illegal to put them on telephone poles, correct, Chief?

Chief Dziezgowski answered correct.

Mrs. Steffey stated this is extra work that our code enforcement is tasked with. We'd like to keep things a little bit cleaner around here in Jefferson Hills. We have enough issue with garbage and littering. Things that can be helped by just properly applying for your sign permit, paying the fee and collecting your signs is necessary for keeping our community clean.

Community Day is this Saturday, June 11th. We are all very excited. It will begin at noon. When the fireworks end there will be a big concert performed by Joe Roderick and Friends. There will be a shuttle provided, as Chief had mentioned. The shuttle will pick up at Jefferson Hospital, the lower lot, the gravel lot. The shuttle will pick up and drop off between the hours of noon and 10:00PM.

Mayor McCaffery asked is it the gravel lot or the paved lot where the shuttle drops the employees off?

Mrs. Steffey replied it's the lower lot. It's not where you go into the hospital. It's not the lot that is further down Coal Valley Road, going towards 51. Rain date for this event is the very next day, June 12, same hours, I believe.

There are a couple specific booths that I want to mention. Our new steering committee members and Jenni Easton from Pashek, the person that is going to be doing the new Comprehensive Plan and guiding us through that will have a booth at Community Day. This is where we're going to start getting our residents involved. I believe that I heard her say they are trying to have questions, I don't want to say survey, but questions for residents. If you'd like to stop by that booth and take a few minutes to give some thoughts about what you'd like to see here in Jefferson Hills. We would welcome that. We will be having a lot of events held by the steering committee and Ms. Easton to engage with the residents on what they would like to see in the Comprehensive Plan for Jefferson Hills. I urge you to seek out that booth. The second booth is to welcome Dr. Janet Sardon as the new Superintendent at West Jefferson Hills School District. Just as recent as today, the school district reached out to us to see if there would be an extra booth available for Dr. Sardon to come and meet and greet some of the families and residents here and start to get to know people in her new employment. Make sure you have a great time at Community Day, lots to do.

Mrs. Bucy added I would like to recommend the shuttle. I myself have used it every single year for the last 5 or 6 years. It's prompt. You don't have to drive around looking for a parking space. It comes very quickly. I found it to be very accessible. The shuttle is a good means of transportation.

Mrs. Steffey stated for those of you that are new to Community Day, it is also baseball All-Star Day. The fields are very busy with baseball all-star games going on. Baseball participants are going to be directed to the upper-level parking lot. As Chief had mentioned, we are going to be very strict on who can move down to the lower lots, only if you have a handicap placard and vendors. Vendors are being asked to remove their vehicles so that we can keep it safe for residents walking around the area of Community Day. As Councilwoman Bucy said, the shuttle is probably the best way to go.

31. Adjournment

President Steffy adjourned the meeting at 7:53 p.m. on a motion by Mrs. Budd. Second by Mrs. Ruscitto and carried unanimously.

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.

John P. Stinner
Secretary/Borough Manager