

Borough of Jefferson Hills  
Agenda Meeting of Council  
July 6, 2022

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

Mrs. Steffey opened the meeting by welcoming Joe Lynch back after 10 weeks military service.

4. Report from Borough Boards and Commissions
5. Borough Resident/Taxpayer Comments on Agenda Items

Ned Trbovich Jr, Jefferson Ridge, I wrote a letter a few months back about Peters Creek and how bad a condition the road was in, and I use it a lot. Council as well as the engineer had mentioned they will look into it and see what can be done because there were some issues with the road. I wanted to write back and update to thank everyone for speedy action in helping this situation. I drove down recently and noticed that the Public Works Department has started and may have completed now, scratch paving parts of the road that were in very bad condition. I just wanted to make sure I gave a thank you to the borough and the Public Works Department for doing as much as they can, as fast as they could, and that it has helped tremendously making my, and I'm sure many others, travel on that road much better and safer. So, thank you for your work. Continue the good work you all do.

6. Discussion to approve the monthly bills
7. Discussion to approve the monthly payroll
8. Discussion to approve minutes of agenda meeting June 8, 2022

Mrs. Steffey stated we do not have the meeting minutes in our packets. Mrs. Steffey directed Mr. Stinner to send the minutes electronically to Council and Mayor McCaffrey after he approved them.

Mrs. Steffey stated any discussion can be done in our voting meeting prior to voting.

9. Discussion to approve minutes of regular meeting June 13, 2022
10. Discussion to present Mayoral Proclamations to Boy Scout Troop 210 for adoption of Peter's Creek Road.

Mr. Stinner stated Mayor McCaffrey met Boy Scout Troop 210 down at Peters Creek as they had firmly adopted the road and have conducted clean-ups already on the road they have adopted. We felt we would present them with Mayoral Proclamations for their adoption of part of Peters Creek Road.

Mayor McCaffrey added they were originally supposed to have the ribbon cutting ceremony during clean-up day and the ceremony got cancelled.

11. Discussion to extend a conditional offer of employment to Terrance I. Murphy as a probationary police officer following successful completion of all Civil Service regulations. Official appointment is contingent upon the successful completion of physical and psychological evaluations, with a start date to be determined by the Chief of Police.
12. Discussion to extend a conditional offer of employment to Benjamin J Olsen as a probationary police officer following successful completion of all Civil Service regulations. Official appointment is contingent upon the successful completion of physical and psychological evaluations, with a start date to be determined by the Chief of Police.

Mrs. Steffey stated Council and Mayor McCaffrey met with these two candidates prior to our meeting and were extremely impressed. I believe that these two candidates will have a lot to offer Jefferson Hills.

13. Discussion to approve the contract for trash and sewer billing to the lowest responsible bidder
14. Discussion to reappropriate funds from Capital Account #01-499-750 (BEAST Evidence Software) in the amount of \$13,800 to permit the Jefferson Hills Police Department to purchase the services of LEXIPOL, a company that specializes in the development and implementation of legally defensible and best practice policies and procedures for law enforcement.

Mrs. Steffey stated to Chief Dziezgowski I went over these proposals. You had stated prior to that there is an annual subscription fee. We are doing the one-time implementation fee for the total of \$13,800.

Chief Dziezgowski responded \$13,800 would include the one-time implementation and two months of usage for this year.

15. Discussion to permit the Jefferson Hills Police Department to proceed with the promotional testing process to establish an eligibility list for the position of Sergeant due to forthcoming retirements, consistent with the Jefferson Hills Civil Service Rules and Regulations.
16. Discussion to permit the Borough of Jefferson Hills to subscribe to 6-cloud based modules from Frontline Public Safety Solutions Mobile Tool Kit, at an annual cost of \$2000, that will be installed on the Borough website and allow the residents one place to access and enter specific information (Overnight Parking, Vacation Watch, Business Keyholder, Pet Management, Condition Report, At-Risk Residents) and send it to the police department or Public Works, from a secured environment on the web.

Chief Dziezgowski added the manager is currently looking at an RFP to improve our website. This will be an immediate upgrade, some robust options for our residents to add pertinent information such as vacation watch. Residents can put information immediately in the database. Whenever the officer goes to that house and sees it, he will click on in that module that he visited, the time and date and sends an email to the resident which is a nice feature. For at-risk residents, it would be a secure area that the police would have available database information from our residents. We can search that address to see pertinent information to respond accordingly. The business keyholder is not only for businesses, it's for residential areas also. They can also put if they have surveillance cameras. If we're doing any investigation, we can

have a map of that entire area who has cameras. I recommend council move forward with these modules not only for the police department aspect also to give residents these avenues to provide us with information to help us serve them better.

Mrs. Budd added if it seems to be successful, there's other modules that could be added.

17. Discussion to purchase and install security cameras and access controls at Gill Hall Park as recommended and quoted by Dave Davis Communications in the amount of \$9,327.74 for access control (Estimate #53734) and \$6,038.00 for Security Cameras (Estimate #53574) for a total of \$15,365.74 utilizing existing onsite internet service with static IP address.
18. Discussion to purchase and install security cameras and access controls at Andrew Reilly Memorial (885) Park as recommended and quoted by Dave Davis Communications in the amount of 8,774.00 for access control (Estimate #53735) and \$10,726.00 for Security Cameras (Estimate #53573) for a total of \$19,500.00 utilizing nearby existing internet service with static IP address.
19. Discussion to purchase and install security cameras and access controls at Beedle Park as recommended and quoted by Dave Davis Communications in the amount of \$7,674.00 for access control (Estimate #53732), \$5,683.00 for Security Cameras (Estimate #53575), and \$660.00 for T-Mobile Hot Spot with static IP address (\$55/month \* 12 months = \$660) for a total of \$14,017.00.

Chief Dziezgowski stated this was something that our Public Safety Committee discussed in length about upgrading security within our parks. Upgrading security means installing access device for the doors, cameras throughout the parks to monitor activity and as a deterrent for crime within the parks. Gill Hall Park, this would include 360-degree footage on top of the building, basketball courts, the children playground, the pavilion, and access control for all the doors that are normally accessed with a key. Dave Davis currently does our security cameras for the building. It would not be a benefit to go with another company and learn two systems. Dave Davis has right now provided adequate camera systems within the borough facility here and Public Works. This would be an addition so we could access it remotely and still use the same type of software. At Gill Hall, we currently have internet service through Xfinity so that was where that static IP address would come from. 885 is a similar situation. Cameras throughout the complex covering the amphitheater and all the surrounding area. We want our residents to feel safe going to the parks. Beedle Park is down low in that area. The complex is hard to cover with all kinds of cameras. We were having some damage in the bathrooms. It would be put on a timing device where they would open and close at certain hours. 360 degrees coverage for the bathrooms, for the fields, and for the playground area. There is no internet service there. We would have to purchase T-Mobile access.

Mrs. Steffey stated these items were previously budgeted for. They were discussed at the Public Safety Committee meeting. Chief Dziezgowski obtained these estimates from Dave Davis so we can know what we were looking at financially. Mr. Drager and Mr. Volpe are collaborating on our projects. They may not be completed by this year, because of material backups and not being able to get things on time for these projects. We've put a lot of money into these parks and recreation facilities, pavilions. I think it's important to have security cameras in these areas.

Mrs. Steffey asked Mr. Drager if it is possible to swap out any projects that are going to be delayed or incomplete this year to move forward with either one, two, or all three of these cameras?

Mr. Drager stated year to date for all the capital projects were at 10.14% since many of the capital projects are completed during the summer and early fall. We have several different accounts depending on how much money we need to reallocate. Over the past three years we've come approximately half a million under budget in 2020, about 400,000 under budget in 2021, and this year we're only at 10%. Looking at many of the capital projects that we have, I don't believe the park going to be happening any time soon.

Mr. Volpe responded we had to do some repairs so we would not use all the budgeted amount. We had to fix fence down at both parks already.

Mr. Drager continued the quote went up, but I am not sure what the final tally would be. For park improvements we budgeted 200,000, we're at 21,000 now. There is going to be some further updates but there should be money that we would be able utilize somewhere else. We also budgeted 150,000 for the emergency landslide. Currently we spent 3,300 on emergency landslides. If we don't have any type of a landslide there will be about 146,000 that could be reallocated. We also have 50,000 in Borough budget improvements that we have not spent. On one of the other budgeted items, I would ask Mike Volpe for an update is other road improvements that we typically do in-house were zero year to date with 165,000 budgeted.

Mr. Volpe stated there's a lot of work we're going to be doing so I wouldn't touch that account.

Mr. Montgomery stated on the landslides, Waterman East is starting to go again. That would be a general fund landslide expense. The other one to be repaired is Pinecrest. Mid-July they'll be doing that one out of the sewer fund. Mike Fagan is going to look at the one on Waterman to evaluate how bad it is.

Mrs. Bucy stated on this spreadsheet under park improvements you budgeted 200,000 and you spent 21,000. Isn't this considered a park improvement?

Mr. Stinner stated initially we talked about several projects related to putting in more pickleball courts, paving, fencing, and different things. Unfortunately, we continue to run into supply chain issues. I think that these are accessible meaning we can actually acquire these cameras and get them installed by the end of the year. Taking a portion of the park improvement budget and redirecting it towards this makes a lot a sense due to the constraints we've seen other areas.

Chief Dziezgowski stated we're just under 50,000 for this.

Mrs. Steffey asked Chief Dziezgowski which one would you prefer to be installed first?

Chief Dziezgowski responded Andrew Reilly, because it's so big and used by a lot of different entities. Beedle would be second because we are getting damage there.

Mrs. Budd added when you consider the amount of the damage that you can potentially get in a park and how much money that would cost compared to what this could deter.

Chief Dziezgowski stated these cameras may solve a lot of our issues.

Mrs. Budd asked if you give someone an access code and somebody goes to a park and it fails, is there a way that somebody would be able to go and help them

Chief Dziezgowski responded all officers will have access to those doors.

Mr. Lynch stated I'm assuming Dave Davis already has materials on-hand. We won't have to worry about any delays.

Chief Dziezgowski responded they don't have everything in stock. Dave Davis is waiting on approval by council. They don't know if it's going to be a one project, two projects, three projects.

Mr. Montgomery asked Mr. Volpe which projects you're willing to not do?

Mr. Volpe responded one of the major park projects for this year was upgrades to the tennis courts. With the usage of the school district tennis courts, we did not have to renovate the tennis courts. The tennis court renovation was close to \$70,000.

Mr. Stinner added the other project that's kind of been in stasis is the underground irrigation system which carried over from last year and we're still having a hard time finding a contractor to complete it. The irrigation was 20,000 for 885. It was 30,000 for Beedle.

Mr. Volpe stated the pickleball additions is still on. The other project that was put on hold was the batting cages because of the escalating material and cost. We were looking in the ballpark of 20,000 for each batting cage. When we got the estimates, they were 50,000- 60,000 because of material. The batting cages and the tennis courts have been put on hold until we get better pricing.

20. Motion to award a bid for rock salt for the 2022-2023 winter season to Cargill, Inc. in the amount of \$88.96 per ton and authorize the appropriate Borough Officials to execute all necessary bid award documents

21. Discussion to adopt Resolution No. 25-2022 granting final approval to the land development known as S-5-2022, Millstone Village Phase Two

Mrs. Ruscitto asked when we had the Planning Commission meeting, we talked about the issue with the bend and the visibility and the grade. We went on word of mouth that they were going to come up with some solutions, do we have solutions to that issue?

Mr. Glister responded no. I haven't seen anything directly. I was looking at the plans to see if they added a note because they were going to put something on the recorded plans. Let me follow up, and I'll have an answer for Monday.

22. Discussion to adopt Resolution No. 26-2022 granting final approval to the land development known as SP-2-2022, Solar Farm Development

Mrs. Budd stated for the plan located at 104 Old Clairton Road. The Solar Farm Development is actually 195 Wall. Should the resolution be amended for Monday before we could vote on it?

Solicitor Gabriel responded Yes; we would amend it.

23. Discussion to adopt Resolution No. 27-2022 amending the salaries, compensation, and wages for Borough of Jefferson Hills Seasonal Park Maintenance Worker employees

Mrs. Bucy asked what was the amending amount?

Mrs. Steffey responded \$15.00 per hour.

24. Discussion to adopt Resolution No. 28-2022 for a Sewage Facilities Planning Module for the subdivision plan known as S-5-2021, Pinecrest Estates Phase 1
25. Discussion to approve Application for Payment No. 1 and Final from SHACOG for Swede Construction Corporation in the amount of \$33,750.00 for work completed on the CD 47 Andrew Reilly Memorial Park ADA Upgrades – Phase 3 Project, subject to the receipt of an invoice from SHACOG
26. Discussion to recommend to SHACOG the award of a bid to Robinson Pipe Cleaning Company for the Joint Municipal SHACOG O&M Preventative Maintenance – Year 12 Project in the amount of \$138,670.00 with the Borough's share of \$21,410.00
27. Discussion to approve SHACOG to award Base Bid A of the 2021-BRP-013 Act 152 Jefferson Hills Demolition Project to Wreckcrew Demolition, LLC in the amount of \$29,450.00
28. Discussion to approve Work Authorization dated July 1, 2022, from Gateway Engineers, Inc. to complete final design, permitting, and to prepare the project specifications and bid package for the PICCO Pump Station project in the amount not to exceed \$70,000.00
29. Discussion to approve Work Authorization dated June 28, 2022, from Gateway Engineers, Inc. to continue assisting with the environmental permitting for the proposed Frank Street connection in the amount not to exceed \$14,000.00

Mrs. Bucy stated on number 23, raising the salary to \$15 per hour for the summer seasonal help did we get any more applicants?

Mr. Volpe responded we have three over 18. We did get another applicant. There were three applicants in the 16 and 17 range who are going through the process of clearances. We have the three 18-year-olds working.

Mrs. Bucy stated on number 13, discussion to approve the contract for trash and sewer billing to the lowest bidder. Are we currently putting that RFP out?

Mr. Stinner responded we put it out a month ago. I will be receiving the results on Friday. I'll tabulate everything and have summaries of all our applicants for council's approval on Monday.

Mrs. Bucy asked will we have a weekend to look at this or will we just have Monday to look at this?

Mr. Stinner responded I can make copies on Friday of the applicants that we receive if you'd like to look at them over the weekend.

Mrs. Steffey stated if we need more time to review the proposals, I'm comfortable with tabling them.

### 30. Reports

#### Fire Chief

Not present

#### EMS

Not present

#### Engineer

Nothing further

#### Consulting Engineer

Nothing further

#### Finance Officer/Treasurer

Mr. Drager stated the monthly bills are going to look low because of the transition with the new clerk.

#### Public Works Director

Nothing further

#### Police Chief

Chief Dziezgowski stated on June 12th we had the 2nd Annual Officer Dale Provins Memorial Blood Drive. Mayor McCaffrey and Borough Council members and many others came and helped. I am pleased to announce we were able to collect 43 blood donations as well as raised \$4,277 towards the Dale Provins Memorial Scholarship Fund at California University of Pennsylvania. On behalf of the JHPD family, I thank everyone.

#### Mayor

Mayor McCaffrey stated I would like to welcome Joey Lynch back. You've been missed the last few months and congratulations on graduating. Thank you again for your service.

#### Manager

Nothing further

Solicitor

Solicitor Gabriel noted for the record that the council and the mayor did meet in executive session prior to this meeting to discuss personnel matters.

### 31. General Business

Mr. Montgomery gave the SHACOG report. Solid waste disposal is our most talked about topic. It looks like automation will be the new standard for everyone. It'll be driven by cost savings. The contracts that are being awarded right now are 19 to 52% higher. It's going to be expensive because they cannot get drivers. Recycling is going to change somewhat. Glass recycling is something that many consumers would like to have. It will be a 50 cent per household per month option. Environmentally it's a good thing to do. Glass can be recycled forever but it is more costly.

The police chiefs met. They did the active shooter training. Driver training will be November 1st to November 2nd. The joint police Civil Service test will be on August 6th for four communities.

The Public Works Committee met and the joint purchasing committee. Cargill was the low bidder. There was one other bidder. They found the bid today downstairs at the SHACOG building but it was still higher than them. They are having trouble with vehicles. Ford may not be able to deliver all the vehicles and they'll carry them over to 2023 model year but they're not going to reflect 2022 prices. They are having the same trouble with Dodge. There was flood study for Route 51. The money has been secured by State Senator Devlin Robinson. The demolitions, Act 152, are underway for this year. CDBG 46 has one project not complete. Forty-seven, seven are under contract, one is complete. Forty-eight is still under review. Forty-nine applications are due for the first week in August.

The dinner is October 20th, and the golf outing is July 21st.

Mrs. Bucy read a report regarding the election polling places. This is a summary of the work done by our volunteer reapportionment committee. The committee was established in the spring of 2021 by Karen Bucy and Jan Cmar to address the complaints from voters about long wait times, and from our poll workers. In several voting districts, workers were swamped by the large number of voters they support. The committee initially included Karen Bucy, Jan Cmar, Hilary Budd, Dave Montgomery, Lisa Buckiso, Denny Cmar, Manzoor Mohideen, and Dave Oster. After the 2021 general election, at least one poll worker from each of the eight districts, a total of 10 poll workers, were added to the committee. The committee has met several times and is working on a reapportionment plan that will roughly equalize the number of voters per district by adding a ninth district and moving approximately 2,700 voters from their current districts to the new district or to other existing districts. Current state law, Title 25, Paragraph 2702, requires no more than 1,200 voters per district except for a good cause. Currently we have three districts, number one with 1,770, number five with 2,083 voters, and number eight with 1,348 voters, that exceed the 1,200-voter limit. We have mapped out detailed changes to District 2, 3, 4, 5, 6, and 7 and will finish Districts 1, 8, and 9, the new district this month. We will prepare detailed street lists for the revised districts for the inclusion in a petition to the Court of the Common Pleas of Allegheny County. The petition

process is described in a set of instructions provided by the Allegheny County Board of Elections, and we will have used court filing GD-19-016331 as an example. This petition was filed by Marshall Township Solicitor on behalf of 38 registered voters in the township. Their petition divided a district of 1,873 voters leaving 730 voters in the existing district and moving 1,143 voters into a new district. We believe that we are far enough in our work that the borough should become explicitly involved. Following the Marshall Township example, John Stinner, as our borough manager, could begin working with Dave Voye, Division Manager of the County Board of Elections, phone number 4123504500 and Deron Gabriel as out solicitor could start preparing the court petition. Currently, election districts cannot be altered until after November 30th, 2022. But it will help our voters and poll workers if the petition can be filed immediately after the November 30th date. We are hoping to make changes in this in place for the spring 2023 primary. This will allow our voters to become accustomed to the changes in time for the 2024 presidential election. In the Marshall Township example, their changes were submitted to the court on November 20th, 2019, and were in place for the 2020 spring primary. As previously stated, we will prepare the final street list for the revised districts to help the preparation of the court petition. While not part of the petition process, we have also reached out to several churches in the Jefferson Hills area to see if they could provide polling places. Our Triumph of the Holy Cross otherwise known as the old Saint Thomas A Becket and the Jefferson United Presbyterian Church are now possible locations for District 7 and 9. The following table summarizes our changes, and these suggest changes result in the largest district having from 996 voters to 1,091 voters, all under the limit of 1,200 voters. This arrangement also leaves room for future borough population growth. Note that all of the current District 7 voters are moved to the Borough Building and District 7 will be relocated to the north end of the borough at one of the churches as well as the new District 9. I do have a summary list. If anybody would like this specific information, they can email me. I can forward it to you. We have a chart made up with exactly how many voters we have. This has been a work in progress-18 months of trying to even out these voting places. They are also more conducive to parking and to allowing the voters to have a little bit more room between each other when they're voting. We would like you to know that we have been working very diligently on this project. We are coming up with a master plan. If you would like me to email you anything, please let me know via my email at jeffersonhills.net.

Mrs. Bucy stated when you apply to the county, if you have a plan, they are more conducive to already accepting the plan. We are trying to make sure the numbers match up. Also, people that live right across the street from a polling place aren't driving somewhere else to go vote.

Mrs. Bucy thanked all the people who have spent a lot of time on this.

Mrs. Steffey stated I'll second that. I know that this has taken some time. It takes a lot of effort and time. Hopefully, the county will be more accepting of it. Thank you all very, very much for the time put into it.

Mrs. Budd stated especially for Mr. Oster who has put forth a tremendous amount of effort keeping everything organized. He's done a tremendous job. Thank you.

Mrs. Ruscitto stated I'd like to welcome the newest member of our team, Michele. I'd also like to thank Mr. Trbovich for sending us a positive note.

Mrs. Budd welcomed Joe Lynch back to council. We're happy to have you back. Congratulations on your graduation and efforts of the past 10 weeks. Welcome to Michele. I hope you are settling in well.

Mr. Lynch stated it is good to be back. I missed everybody. Michele, welcome to the team. Looking forward to work with you.

Mr. Reynolds suggested putting a tab on the borough website for the reapportionment committee information. They could have an inbox that if any of the residents want to see it and ask a question. We might as well automate it. Instead of emailing individually, put it on the website so they could see it.

Mr. Reynolds welcomed Mr. Lynch back. We missed you the last couple of months. It's good to have you back.

### 32. Adjournment

President Steffey adjourned the meeting at 7:58 p.m. on a motion by Mrs. Ruscitto, seconded by Mrs. Budd 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.*