

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

The agenda meeting of council was called to order by President Steffey at 7:02 p.m. in the Municipal Centers, 925 Old Clairton Road. Following the Pledge of Allegiance, Council Members Bucy, Vice President Budd, Lynch, Reynolds, President Steffey, and Mayor McCaffrey answered to roll call. Council Member Montgomery arrived late. Borough Manager Stinner, Finance Officer Drager, Solicitor Gabriel, Chief Dziezgowski, Consulting Engineer Minsterman, and Public Works Director Volpe were also present. Council Member Ruscitto was absent.

4. Report from Borough Boards and Commissions

Dana Farabaugh, Library Director, stated I am the library director at the Jefferson Hills Public Library. I'm here with Board President Jim Kingsley to give Council an update on everything we've accomplished over the past year and some of our goals for future years. I started in January 2021. I was hired and worked for two weeks before I even saw the inside of the library because of COVID closures. We were closed to the public until March of 2021. My first year in this position was really focused on getting back to status quo, rebuilding our services, reprioritizing what we were investing in and then moving forward. We're going to start with a couple statistics. Thirty-three percent (33%) of Jefferson Hills residents have a library card with us. That's in line with the national average. The really exciting thing we did this year was sign all of the Thomas Jefferson High School students up for digital library cards. These digital library cards give them access to all our research databases, free one on one live tutoring, e-books, audiobooks and so much more. It's really going to help them succeed in school, prepare for college, whatever they decide to do after they graduate. The digital library card also gives them a lot of recreational things that they can enjoy as well. we started with the high school. We're thinking about expanding into the intermediate and middle schools.

Here's a little bit about our circulation. In 2021, we had about 70,000 checkouts. That includes everything that you see whenever you go into the library and everything that we have online. It's the equivalent of every person who lives in Jefferson Hills checking out five and a half items in 2021, which is a nice return. That's a little bit higher than average. Our digital items like e-books, e-audio, digital magazines, and comics made up about 29% of our checkouts, which is high. Our digital circulation really jumped during COVID. Everybody was at home. It was your only option. We've been able to maintain that high level of circulation. Everyone was expecting it to drop off once the world reopened. We have kept those people, which is important to us. In 2022, we're on track to surpass last year's circulation. We had a busy summer. We're really excited about it. If we stay on course, this will be the highest circulation year for us since we started collecting statistics in the '70s.

We also offer computers and Wi-Fi. We have wired computers over in the library and free Wi-Fi that anybody can connect to anywhere in the borough building. We did experience a major drop off in computer and Wi-Fi usage during COVID. Those folks have been very slow to come back. We're getting some of them back. The exciting thing about our computer and Wi-Fi capabilities is this year we have upgraded to fiber internet. It's even faster. We're able to have more devices connected. It supports people coming in and using their own devices in our space.

We installed people counters last September, to start tracking the visitors that we see in the library. We had almost 18,000 people walk through the door between September 1st of last year and September 1st of this year.

The thing that we're noticing is different demands of our space. Before, people might come in, browse our shelves for books, check out some things and then leave. What we're seeing now are more people who are looking for places to sit and work, especially private places. We see a lot of families with young children coming in and using our children's area. It's not equipped for more than one family. We are hearing a lot from our senior citizens in the community. They would like a comfortable space to hang out. Instead of a more traditional library environment, we're seeing more interest in us becoming a gathering place.

We also offer a lot of programs. We restarted in-person library programs last summer with our children's summer reading program. So far this year, we've had about 1500 people attend 154 programs. Our summer reading program was our best ever. We had over 300 children, between 50 and 60 kids at each session. Summer reading programs at public libraries are especially important because they do help reduce something called the summer slide. Anyone who's an educator is familiar with that term. Research has shown that children who live in low-income households, who attend a summer reading program, do about 80% better the next year in school than the kids in the same economic situation who didn't attend library programs. We do have fun. We have ice cream parties. We have the dance party. We always are focused on literacy and learning and making sure that our youngest residents are being set up for success.

We did start something new this summer through online software, where people could track the minutes, they spend reading. For every hour they received a ticket for a gift card drawing. We did have a nice turnout. Over half of the time that was read was actually tracked by kids under 18.

We have received some recognition for our library programs. We are a PA Forward Goldstar Library. That is an award given to libraries in Pennsylvania by our State Library Association that recognizes them for providing programs, resources, and services in each of the five literacies. We have more than just books. We are also a place where you can go to get your health information or financial information, financial literacy. We were awarded that a few years ago, and we were recertified this year as a Goldstar library. The other thing that's very exciting is our Baby Bookworms program won a Best Practice award this year from the Pennsylvania Library Association for infant and toddler programs. This was a program was funded through a grant from the Jefferson Regional Foundation in cooperation with AHN Jefferson. Every person who had a baby at Jefferson got a bag. It had some board books, early literacy tips for parents, lots of information about why even when you think your baby cannot understand the thing you're saying, it is still very important to talk to them and to start building those early literacy skills to help them later in life. We also included a little certificate that they can bring back to the library. If they check out a book or sign up for a library card, they get a \$10 Target gift card. It brings them in our doors, so they can see what we have, and hopefully they will come back.

In addition to all the services that we provide, we also do seek out grants and fundraising to help support what we do. This year, the library received a \$10,000 grant from the American Library Association. We were one of only 200 libraries in the United States, 17 in Pennsylvania, to receive this grant.

Our friends of the library group worked so hard on the yearly book sale. This was our first full book sale since 2019. It was really successful. September is also Love Your Library Month. In Allegheny County, we celebrate that by doing a fundraising drive. Donations made in September are partially matched by the Jack Buncher foundation.

That was what we did. This is where we want to go. Based on our increased circulation, increased children's programming, and attendance, one of our goals is to hire a fulltime children's librarian. That way we can provide even more out of school or preschool experiences for kids. We also want to increase outreach. We have been working with the schools a little bit. We are constantly talking about ways to provide services to underserved areas in the borough. I made a map of library card holder addresses. It's all concentrated within a certain radius of the borough building. The closer you live to the borough building, the more likely you are to have a library card. That means as you get to the edge of the borough, they are not using the library as much. We're exploring ways to maybe bring some library services to them.

The last goal we have is a renovation or expansion. Looking at the space we have figuring out how to use it better, how to redesign it in a way that people would use it and to expand a little bit to help support what we're doing and what we want to do.

Jim Kingsley, President of the Library Board, stated I'm the President of the Library Board. When we talk about making a presentation to the Board or to the Council, one of the things that we discussed is what some of our challenges are. The primary is the changing role of the libraries in the community. We are no longer primarily book lenders. We provide other social services. As a result, we're concerned about focusing on the underserved elements of our neighborhood, the seniors, the veterans, and the home bound. We want to reach different segments of the population. We have an evolving populace. We're getting younger families.

We have increased costs, bonding, liability insurance, and inflation. One of the bigger ones is a space limitation. We've gone through several iterations of trying to rationalize what our collection is and rearranging the furniture and providing different shelving and so on and so forth. We've just maxed out on space. There isn't too much else we can do within our existing footprint. We have issues with storage. We have issues for having programs. We could do more programs if we had more space. We need more space for our collection. Space limitations is one of our priorities.

Accessibility is also another issue. Everybody knows how big our borough is. We're split by 51. When you get to the other side of 51, those kids aren't going to get on their bikes and ride up to the library. They're not going to walk to the library. If you don't have a car, you can't get to the library. That's an impediment.

To give you an idea of what our services are, we looked at the other adjacent boroughs. The boroughs that had comparable tax bases. There are some familiar names here. Bethel Park, Brentwood, Jefferson hills, Pleasant Hills. We have the smallest square footage of any of the neighboring libraries. We have the smallest staff. We had the fewest certified librarians. We have the least local operating revenue. We have the least operating expenditure. We have one of the smaller collections. If we look into the programs that we put on, we have fewer children's programs and less children's attendance than our neighboring boroughs. Now this isn't a complaint. This is

just a statement of fact, based on public information, indicating that Jefferson Hills Library Services, how they rank in comparison to our neighboring communities. Jefferson Hills Library receives approximately \$16.80 per individual per head in local funds per resident. Pleasant Hills gets \$21.08, South Park, 28.97. Jefferson Hills expends 22.87 per individual. Pleasant Hill spends \$43.14 per individual. South Park spends \$43.46 per individual. Again, this isn't a complaint. What we're trying to do is call attention to information that's available, public data. What we'd like to do is proceed in the discussion to resolve some of these issues with the borough manager and borough engineer for a more effective space utilization. We would like to have additional flexibility when it comes to the 2023 budget to allow us for some of these solutions.

5. Borough Resident/Taxpayer Comments on Agenda Items

Mrs. Steffey read a letter sent to her and Mr. Stinner from members of JFR and EMS.

“Members of Council, we the executive members of Jefferson Fire and Rescue and EMS are writing to provide an update concerning the ruling by the courts for the Samsung tablets. As you are aware, two different courts have found Councilman Reynolds guilty of his failure to return the tablets which were paid for with Jefferson Hills taxpayer dollars. Both courts have ruled that Councilman Reynolds pay JFR and EMS for the tablets. To date, Councilman Reynolds has not paid for the tablets. He has had two months from his appeal hearing to deliver payment for the tablets to our organization. If Councilman Reynolds fails to pay for the tablets by September 9th, 2022, we will file a lien against Councilman Reynolds. We ask that Councilman Reynolds drop off a check to the borough building by September 9th, 2022, made payable to JFR and EMS. If he delivers a check to the borough building by the ninth that the staff, contact us and we will pick up the check. Again, if he fails to deliver a check by the 9th, we will file a lien against Councilman Reynolds. This is yet another example of Councilman Reynolds' disregard of the law and an order of the court. Respectfully, the executive members of JFR and EMS.”

6. Discussion to approve the monthly bills

Mrs. Steffey stated the HVAC maintenance contract. This is the contract for the maintenance, correct? Is it the same maintenance contract that we're going to have when we upgrade to the different system?

Mr. Drager responded the contract for the borough building that we are in right now is separate from the one of the public works. There are two contracts. They should be both under the borough building. We do not have a public works building line item. There were two different things: One to do with the motor, and then the rest of the items were related to the damper.

Mrs. Steffey stated I have the Automatic Sync Technologies. That's the transcription service. Do we pay for that twice a month, once a month or is it per usage?

Mr. Drager responded it should be two transactions. It should be the agenda meeting and then the council meeting.

Mrs. Steffey stated Gracie University Education, Training and Conferences. It has PD next to it. Total of \$1,990.

Chief Dziezgowski stated two officers attending. They are defensive tactics officers. The training will occur in the next month.

Mrs. Steffey asked Mr. Drager for Ford business machines, firewall support and renewal, \$9,504. Is this a one-time yearly charge?

Mr. Drager responded that was a yearly charge. The \$9,504 is the scanning. We might have the description wrong. We either have three or four licenses for the scanning software. We did also have the firewall upgrade, which is an annual upgrade through our contract with Ford. The 365 subscriptions are about 800-some a month. That's across the borough for all accounts.

Mrs. Steffey asked about KM Computers, computer service parts for \$7,680.

Chief Dziezgowski responded we had an issue with server. It was running out of space. This is an extension for hard drives to be configured to do tests. We had budgeted for four replacement computers inside the PD for aging computers. It is a supplier of equipment at costar pricing.

Mrs. Steffey asked Mr. Volpe about GBU repairs. I feel like we are constantly repairing and replacing the sewer line over there.

Mr. Volpe responded the sewers between the second-floor bathroom and the first floor rotted and caved in. Last year we replaced the main line.

Mrs. Steffey asked Mr. Volpe about batting cages for \$304. Did something come in that we have been waiting on, as far as batting cages go?

Mr. Volpe responded pitching frames for the pitchers, for the pitcher's mound.

Mrs. Steffey stated Rhoades law for the pension. We are at another vendor total for \$2,223. Our first charge from him was around \$4,000. There are numerous reviews of the RFPs prep for borough meeting, prep meeting materials and review for \$2,200. The Pension Board or the proposed Pension Board has only met with him one other time. I want to keep an eye on those figures.

Mrs. Steffey asked about the Verizon Wireless bill. I went back a couple months. For this month, we have three separate charges on here. We have a total of almost \$3,500. But in months previously, it has only been about \$1,500.

Mr. Drager responded we missed the bill right before Tony left in June. It was for multiple months.

Mrs. Bucy stated I had a call from a resident on Stilley Road. There was a deceased baby deer that was lying in the road. She called Hoffman numerous times that day to have the deer removed. It took six hours for Hoffman to respond. I would like to know if they are effective. I know we only had one other company, Big Daddy, that put in a bid for animal removal services. Since it was across Stilley road, it was a traffic hazard. I'd like to know how effective these people are because evidently, it states on the monthly bills that it was \$320 to remove that deer.

Chief Dziezgowski responded we had multiple reports. I saw it on my way to work. I reported it. It was a baby fawn. It was laying on the side of the road. It really was not a traffic hazard when I passed it. Hoffman responds when he responds. I will be frank with this whole entire committee. We do not have many resources out there that provide that service for that cost. Even though \$300 seems like a lot, they are somewhat professional. I don't want to impugn their integrity. They respond to our calls, but they do take time. From my research, they are a more professional unit than Big Daddy is. I would always say remain professional with the services that we provide. They know the state law on removing animals, maintaining animals. My understanding in my discussions with Hoffman is they follow state law. The other game in town is on the western side of our area. That is the South Hills Area Animal Control, which is run through Mount Lebanon. You are talking \$100,000 to start with their services. They do everything except for dispose of deer humanely. The officers still must do that. But they will pick up all the animals. Basically, it's a la carte. You tell them what they want you to do. They provide you a base fee. And then there are expenses, fees after at the end of the year for how many deer they pick up, dogs they pick up, cats they pick up. It depends on what price range you want to be in. I am always to the belief it has to be professional. Right now, we are getting a service that is average in cost, probably on the lower end, but still providing a professional service. Are they timely? No. They handle other areas, not just Jefferson hills. They get here when their driver is available.

Mr. Stinner added Hoffman is throughout Allegheny County, North Hills, South Hills, etc.

Chief Dziezgowski stated there are not too many other available resources out there to do what they do. They are just picking up dead deer for us. They are not picking up the other animals that are laying. Public Works helps us out in that in some circumstances. The county does their roadways.

Mrs. Steffey stated I believe we had a similar conversation when our contract was up with our animal control. We only had two bids that came in. The one was quite a bit higher than Hoffman. I guess best form of practice is to call 911 first.

Mr. Reynolds asked have we had any other calls regarding the service that they have been providing?

Mr. Stinner responded to my knowledge, no. Any animal control call would either go to Chief Dziezgowski or to Mike Volpe.

7. Discussion to approve the monthly payroll
8. Discussion to approve minutes of agenda meeting August 3, 2022
9. Discussion to approve minutes of regular meeting August 8, 2022
10. Discussion to promote John Martelloni from Laborer to Truck Driver per the collective bargaining agreement with Local #1058
11. Discussion to extend a conditional offer of employment to _____ 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 purchase time clocks for Borough Administration and Jefferson Hills Fire Rescue Shift Crew

Mrs. Budd stated regarding the fire department, it is my understanding that we give them a contribution. That is as far as it goes. What they do with it is up to them. If it goes any further than with us telling them what to do with it, then they are considered borough employees and a paid fire department.

Mrs. Steffey stated they are not our employees.

Mr. Reynolds stated we have said that they are not our employees. But they bill us per hour.

Mr. Drager stated the budgeted amount was based off their hourly rate. They do submit their payroll.

Mr. Reynolds stated it is for the hours worked. We are paying them for the hours that they are billing us for. I would think the taxpayers would want to know if we are contributing funds to Jefferson Hills Fire Rescue the residents should be comfortable with receiving the service that we are paying for. Right now, we have no accountability. We have no way of knowing that what we are paying for.

Mrs. Steffey responded I would have to say the accountability is the shift crew actually shows up when calls come off.

Mrs. Budd stated they have never scratched a call since they have been instituted as a shift crew. They are obviously there.

Mr. Reynolds stated we do not know if they are there. We do not know if they are working the hours that the residents are paying for. It is clear. They send us a bill saying, "These are the hours that we worked." We have no knowledge if, in fact, the hours are being worked. There is no accountability as if somebody could be stealing hours, stealing wages off our residents. We have no knowledge. We keep sending money out. We have no way of knowing if it's getting spent on what we are paying them for.

Mrs. Steffey stated it is a reimbursement contribution.

Mr. Reynolds stated they are sending an invoice that says these are the hours that were worked. Pay us. We have no idea if those hours are, in fact, being worked. There is no accountability. The only way to rectify that would be to put a time clock there. An individual would have to put their hand or their thumb and scan it so that we would know when they come in and when they leave. You do not know if the individuals are leaving.

Mr. Drager stated it comes in as the full number of hours worked throughout the period was. Typically, the time period is one month. Sometimes he sends me two months.

Mr. Reynolds stated we are saying is in the past couple years, nobody has ever had to leave work a half hour or an hour early. If we are paying for 24 hours a day for two people, and if we are constantly getting billed for that, you are going to tell me in all that time, not one person ever left work early.

Mayor McCaffrey stated I would imagine if one person left work early, there was someone brought in to cover.

Mr. Stinner stated we have Chief Chalfant's reports on calls in our packets. That is accountability. We had the receipts for payroll. That is accountability. There is a case where City Councils start setting terms for volunteer fire departments. That constitutes an employment situation, a paid Fire Department.

Mr. Reynolds stated the fact is we are funding the shift crew there. They are not volunteers. We are paying for them to be there.

Mrs. Steffey stated we have a resolution that was passed by Council that we are reimbursing JHFR for the shift crew hours worked.

Mr. Reynolds asked what is so wrong with asking an employee to check in?

Mrs. Steffey responded they're not our employee. I will go a step further. We have Ms. Easton here who has been accumulating our surveys. The surveys are coming out stating that our residents are more than happy with our emergency services. That includes the Fire Department, the EMS, and the Police Department.

Mrs. Budd stated Collective bargaining agreements for each bargaining unit does not allow that. That leaves us with five people in administration. Why would we invest that type of system for five people in the entire borough?

Mrs. Bucy stated for the union employees that have already settled their contracts, that would be the police and the public works. You would have a memorandum of understanding drafted and accepted by those two unions to proceed with this. The clerks are up for their contract this year. It might be a possibility to put it in. If you're a union employee, you must have that in your contract.

Mrs. Steffey read an email from the Special Labor Council, David Mitchell, regarding time clocks. Generally, the installation of time clocks would be a management right with both union and non-union employees. In some cases, employers give that right up in collective bargaining agreements by agreeing to keep current time, keeping procedures in place, or agreeing to language that prohibits time clocks. If time clocks are used, I would recommend that the use be limited to FLSA nonexempt employees. If FLSA exempt employees are made to use time clocks, that would treat them inconsistently with their exempt status, which could cause complications in the event there is a dispute ever arises regarding whether the employee is truly FLSA exempt or nonexempt. Although many other factors would be considered, the fact that an employee is made to use the time clock would support a conclusion that the employee is an FLSA nonexempt employee who would be entitled to overtime for working more than 40 hours in a week.

Mr. Reynolds stated I just want all the residents to know that we have no accountability on the employees that are working here. We do not know if they are coming in on time. We do not know if they are taking an hour and a half lunch. Nobody is watching the house.

Mr. Stinner stated I would be remiss if I didn't say that our staff is fantastic here. I have worked in several different environments in several different industries. We have top to bottom great staff. They show up on time. They police themselves through their unions. We have the seven of you to patrol us to make sure our jobs are getting done. This idea that there is no accountability, there is more accountability than you can imagine because we all hold each other accountable, because we are a successful team. Bottom line.

13. Discussion to adopt *Borough of Jefferson Hills Employee Handbooks*

Mrs. Steffey stated we were also getting this reviewed by their unions. We are waiting for the union to come back with the second review. We should have it back by Friday, which will be in time before the Monday meeting

14. Discussion to adopt Borough of Jefferson Hills job descriptions

Mrs. Bucy stated I would first like to identify for the audience the personnel committee that consists of Nicole Ruscitto, Dave Montgomery, and myself. We spent close to 80 hours reviewing different job descriptions. We wanted to have a concise document if somebody else comes into our positions they would know what they are doing.

The previous borough manager did start some of the job descriptions. We had information provided by our own Jefferson Hills borough manager. We also contacted three other outside boroughs to see what their job descriptions were for the different at-will employees. We merged many documents together. We then provided everybody on Council our compiled job descriptions and asked for their input. Councilwoman Budd and President Steffey did send us a list of their questions. We then spent four hours going through their comments and made either corrections, adaptations, or we explained why we had put something in those descriptions. There was previously a lengthy Jefferson Hills performance assessment by the previous borough manager. We felt it was complicated. We found another one that I would also like to include in this motion to have the Borough of Jefferson Hills job descriptions and the performance assessment.

Mrs. Steffey read an excerpt of Mr. David Mitchell, Special Labor Council's email. "These look pretty good to me. The key is a detailed list of the essential functions of the job, which these job descriptions seem to include. As we discussed previously, it would be a good idea to share these with the employee, the employee's direct supervisor and the borough manager to see if they believe these accurately describe the position." The employees really haven't discussed these descriptions because we have been doing drafts back and forth. I'll send that to the employees and get their feedback before Monday.

15. Discussion to adopt Ordinance No. 891 amending the Jefferson Hills Borough Solid Waste Ordinance, Section 20-113, Prohibited Activities; to include Section 20-113 (8) the permitted times for waste containers to be placed out for collection from 4pm the day prior to collection day, until 9pm on collection day, with violations set forth pursuant to Summary offense procedures, upon the third violation

Mrs. Steffey stated do we feel at any time or have councils in the past or presidents in the past read the ordinance that's being changed? Not many residents go in and pull up the ordinance to see how the solid waste pickup has changed.

Mr. Stinner stated we can, following passage of the Ordinance, include any changes to next year's garbage pickup, etc. in an article in the *IN Community* magazine as well as through the social media platforms we have at our disposal.

Mrs. Steffey stated basically, the ordinance is saying three strikes and you are out. If you are turned into the borough three times for putting your waste containers out prior to 4pm the prior day and 9pm the day of, there will be \$1,000 fine on the third strike.

16. Discussion to adopt Ordinance No. 892 amending the Jefferson Hills Borough Ordinance No. 888, Section 1. a. Police Pension Advisory Committee, to include the following composition: Two members of the police bargaining unit, two members of Council, the Borough Manager (or his alternate designee, the Finance Director), and two citizen non-voting representatives who possess investment management experience, selected, and appointed by Council for three-year terms

Mrs. Bucy stated I know that you want to have an odd number, and it comes out to seven. I really want to see the finance manager there because he does all the phone calls about the pension. Can you have the borough manager and the finance director attend but they only get one vote? I would think that the finance manager that is doing the budget, should be there.

Mr. Drager stated obviously going to attend. You would have the two members of the police bargaining unit, two council and borough manager. They would be the only ones who vote.

Solicitor Gabriel stated it is clear there is only one vote between the manager and the finance director. They can both attend because it's an open meeting. There is only one vote allowed the borough manager or if he designates the finance director to step in his shoes to be a voting member.

17. Discussion to provide written approval from the Borough to the garbage collector to begin route no earlier than 5:00 a.m. on collection day

Mrs. Steffey stated Mr. Drager had a few phone calls with our waste management pickup person, Mr. Brandon. He has been asking for quite a few months now if we would be able to change the time to 5:00 a.m. pickup instead of 6:00 a.m. The reason being he does get caught in much school traffic on Old Claritin Road. Most of our main schools are on Old Claritin Road. He was hoping that one hour previous than the original start time would help him out. I do believe that our contract with waste management said pickup time was 6:00 a.m.

Solicitor Gabriel stated there is an ordinance stating 6:00 a.m. There is a provision that says that the Borough Council can provide written approval at Councils discretion.

Mrs. Steffey stated we certainly want to help Brandon out. We do not want to put him behind. He has been fantastic for our community. We decided to try and take a vote on the 5:00 a.m. collection. It is only an hour earlier.

18. Discussion to approve the contract for trash and sewer billing to the lowest responsible bidder

Mrs. Steffey stated at your seat are the comparisons that Mr. Drager had done for us. If you have any questions, if you want to take some time and look this over for the meeting on Monday, feel free. For the residents, we had RFP answered by Jordan Tax Service, Legal Tax Service and Diversified Tech. These are the three service providers we are going to be looking into to replace PAMS.

Mr. Drager stated Legal tax and Diversified were the two were close in cost. Jordan Tax was a little bit less expensive. Honestly, they were all awesome. They all got back to us answered, every single question. We have worked with a few of them before. In terms of what they are going to be doing, it is all relatively the same. They all do the same thing. The biggest difference is Jordan Tax, compared to the other two, has a different fee system for the residents. The big difference is Diversified. They have more advanced software and reporting capabilities. It is going to free up probably about 40% of one of our fulltime clerks to do other functions in the borough.

Mrs. Budd stated you estimated the cost for the clerk to do the job and the approximate savings of \$19,000.

Mr. Drager stated Jordan Tax versus Legal Tax, it appears that their fee structure is different. The biggest thing between those two is there could be more costs, depending on the amount of bills and the amount of the bill. If it is a smaller amount, the percentage would be less than a flat fee. It could go either way. There could be more fees to the residents and not the borough. The Diversified has a very extensive software platform. If Council ever decides to come back in house, we will already have the software. We would just pick up where we left off with them. Diversified does have advantages.

Mr. Stinner stated the one thing I would say about Diversified is we have been burned on a couple of contracts, primarily the air conditioning is proprietary software, and paying for licenses on top of the services that we are already paying for collection.

Mrs. Bucy thanked Mr. Drager for summarizing the information in chart form. He had originally given us about 10 pages of information about the sewage and garbage proposals. The information is certainly easier to comprehend than the original stack.

19. Discussion to approve settlement agreement with Hercules LLC and the Borough of Jefferson Hills relative to the sewer project in the vicinity of the PICCO site

Mr. Minsterman stated we estimated the cost to be approximately 43,000 plus the estimated cost. Just over \$20 a foot. Access is difficult due to steep slopes in the area. You are on a landfill, which also complicates the process. The estimate could be a lowball estimate due to the extenuating circumstances associated with access to this type of environment.

Mrs. Budd added the timeline we were given from the borough manager goes back to October 2019. It is pretty well detailed. There was a lot of time, effort, and expense put into this. I do not think we're going to get much better than what this giant company is offering.

Mr. Montgomery stated Richmond Williams said this is the final offer. He says they do not usually pay out this much money. All things considered; it is the best thing we could get.

20. Discussion to adopt Borough of Jefferson Hills Zoning Ordinance and Zoning Map

Mr. Montgomery stated Jenni Easton is going to be here and do a presentation on Monday

Mrs. Steffey stated we will have Jenni Easton from our planner here Monday to do a presentation. We have a public hearing prior to our meeting at 6:00 p.m.

21 Discussion to approve modifications to the 2022-2023 PennDOT Allegheny County Municipal Winter Traffic Services Agreement

Mrs. Budd asked for clarifications because it says it is still valid. No action is required unless you would like to modify or cancel. What exactly have we modified here?

Mr. Volpe responded the amount they're paying us. It is a three-year agreement. Every year, they give you a cost-of-living increase.

Mr. Stinner added the PennDOT Municipal Winter Traffic Services Agreement actually pays out better than the Allegheny County Snow Programs.

22. Discussion for approval for the Jefferson Hills Police Department to place orders in calendar year 2022, for 2023 police vehicles and related police equipment under State Contracted or Government Regulated Pricing, due to current commodity shortages and prospective price increases across the United States. Respective orders will not be received or paid for until, on or after, January 1, 2023, for the 2023 budget cycle

Mr. Montgomery asked Chief Dziezgowski how far out of kilter is this supply chain?

Chief Dziezgowski responded it is very bad. Just to give you an example, most police vehicle orders for next year should be placed relative October/November, like we did last year because of the commodity shortages, chip shortages, parts shortages, and everything. Ford gave a three-day notice to all area police departments that the order had to be in last Friday, which is why the emergency memo that went onto all of council to place purchase orders, or we don't order vehicles in 2023. They had numerous Ford dealers at 2022 vehicles on order to have a small supply for anybody that needed an extra car in case of an accident. Ford cancelled all those orders. In the past, they would give a concession for people that did not get their orders fulfilled. There are no longer concessions. They are giving it at the increased price for 2023.

The camera systems, any electronic components, camera systems are on backorder. Radios are on backorder. We do not know when supplies are coming in. We ordered radios last year. They

came in late August. We still do not have them for our cars. It is not getting any better. Therefore, we must get the orders in. You are seeing it across the board for public works for trucks, for salt, and other supplies. I am trying to lock in prices before they automatically increase in October, which is why I am asking for this. I am doing it because the orders must be placed, or I will not get equipment. Some of it is cost savings. Some of it is just plain trying to get my orders in.

23. Discussion to purchase three (3)-6U Vertical Wall Mount Security Cabinets as recommended and quoted by Dave Davis Communications in the amount of \$1,200.00 to securely contain all security hardware and power control devices at each of the parks (Andrew Reilly, Beedle, Gill Hall) as part of the camera and access control upgrades to each park (Refer to Estimate #54565)

Chief Dziezgowski stated this is not an opportunity to nickel and dime Council or the Borough. We planned on putting our DVR monitor in places within the concession stands of the parks wherever we can. During that process, we were looking for an area where nothing is going to get disturbed. This is a brand-new box. They're \$400 apiece. Three parks, \$1200. It encloses everything securely in a box that people cannot access without a key. All the hardware and the power stations are in there, including the power backup.

24. Discussion to authorize the purchase of a 2021 BD 42" Brush Cutter w/ excavator mount at the price of \$7,500.00 from Bobcat of Pittsburgh

25. Discussion to authorize the emergency repair work to the surge protector and wiring in the Public Works Garage at the cost of \$9,154.38 to Pellegrini Electric

Mr. Drager stated I spoke with the insurance company. We filed that claim. We will be getting a partial reimbursement for the repair.

Mrs. Budd stated the damage was due to a lightning strike.

26. Discussion to approve Application for Payment No. 3 and Final from A. Liberoni, Inc. in the amount of \$20,163.72 for work completed on the 2020 Road Program

27. Discussion to approve Application for Payment No. 1 from A. Liberoni, Inc. in the amount of \$479,990.81 for work completed on the 2022 Road Program

Mr. Montgomery stated Mike is doing some calculations with the numbers because his numbers are lower than theirs.

28. Discussion to approve Application for Payment No. 1 and Final from Soli Construction, Inc. in the amount of \$91,779.60 for work completed on the Peters Creek Emergency Sanitary Sewer Re-Route Project

29. Discussion to approve Application for Payment No. 1 from SHACOG for Swede Construction Corporation in the amount of \$23,120.63 for work completed on the CD 47 Tepe Park ADA Upgrades – Phase 1 Project, subject to the receipt of an invoice from SHACOG

30. Discussion to approve Work Authorization dated September 1, 2022, from Gateway Engineers, Inc. to assist with the emergency general permitting for the Pumpkin Center Road bridge repair in the amount not to exceed \$6,000.00

31. Discussion to adopt resolution 30-2022 granting preliminary approval to the subdivision know as Yellow House Homes Subdivision and Consolidation Plan of Lots designated S-8-2022, located at the western terminus of Quincy Drive and the Jefferson Place Plan of Lots.

Mr. Housley stated I brought the plan along. All these lots have houses located on them. The gentleman that lives here had purchased the property behind them. Rather than do a land development, he decided to talk to the neighbors and see if they wanted the property. Many of them were using the property behind them already. In various situations, they wanted this piece of property behind them. This is just a relocation of the lot lines, giving them more acreage. There are no new lots being created. No public infrastructure being done.

32. Discussion to approve street opening permit request by Pennsylvania American Water Company to replace water line on Quincy Drive, Check Drive, and Stettler Drive, 2,700' length by 2' width

Mr. Montgomery asked are they going to repave that to spec?

Mr. Volpe responded under our Borough ordinance, since roads were paved within the past two years, they must do full curb to curb restoration. Most of the water lines in that area are in the yards. They had three major breaks there in the last couple of weeks. Two of them were in the yards, one was on the road. They are looking at replacing all the lines. Most of it will be in the yards, but it will affect the roads. Our ordinance covers that since it's a new road.

33. Reports

Fire Chief

Not Present

EMS

Not Present

Engineer

Not Present

Consulting Engineer

Mrs. Steffey noted on our engineer's report. The bridge that we are going to be working on and repairing, Public Works is doing that work.

Mr. Volpe stated that is just to get all the permits. We must get in the stream to do the work on the bridge. Pumpkin Hill Road is the Dale Road extension. The one-lane culvert bridge is starting to fall in.

Mrs. Steffey stated it indicated that the scope of work that will be completed by Public Works should buy an additional five to 10 years out of the bridge. Gateway indicated that the full replacement of this bridge will likely be in the \$400,000 to \$450,000 range

Finance Officer/Treasurer

Nothing Further

Public Works Director

Nothing Further

Police Chief

Chief Dziezgowski stated this Sunday is the anniversary of 9/11. I would like the residents and everyone to keep the 2,977 people that were killed that day in your prayers. Also keep in your prayers first responders that have died.

Mayor

Mayor McCaffrey stated I am aware that I do not have a seat on this Council. I, however, as the mayor do have a tiebreaker vote if that would happen. I just would like to make it known that I am allowed to voice an opinion and have one during an agenda meeting.

Manager

Mr. Stinner thanked Borough Council, the Mayor, and the staff of the borough for all their support while I have been out. It has been exceptional, and I truly appreciate it.

Solicitor

Solicitor Gabriel noted, for the record, council did meet an executive session prior to discuss a police personnel matter.

34. General Business

Mr. Montgomery stated that the Planning Commission created a subcommittee to review and modify the SALDO Ordinance. It is a subdivision and land development ordinance. We are going to use Gateway to do some of the work. It has been out of date for many years.

SHACOG notes, Devlin Robinson has provided a \$200,000 grant for Route 51 flooding. It is not clear where the work will be. I do not know if we are involved or not.

They purchased the new Vactor to replace a 21-year-old Vactor.

The Police Chiefs met. The investigative team had no callouts. CERT team had zero in June, two in July. The collision team had three in June, two in July. The bids for the tactical vehicle were released. The fire chiefs met in November. They discussed joint purchasing, training, and recruitment and retention. But the joint police test was August 6. It was the lowest participating. The Administrative Committee met.

Cargill accepted the salt bid August 29th. The bulk commodities acceptance is due 9th, too. Police bids are the next thing. Act 152, there are six communities that have tried to get a bid. There were two last year, and that was Jefferson and Elizabeth Township. Six communities bid again this year. They funded CDBG 48.

The banquet is on October 20th.

Mrs. Bucy stated on September 15th, 2022, there is a Future of Fire symposium through the University of Pittsburgh that has studied all of Allegheny County and the fire departments. Their main thrust is recruitment, retention, consolidation, and equipment purchasing. I have an invitation. I have sent it out to all the borough council people. If anybody would like to attend, please let me know.

I would like to ask the residents to please fill out the comprehensive plan survey. This is your chance to have input in the direction that you want to see your community grow. We look at those results and pay attention to the input from the surveys.

I would also like to start cleaning up again. I am retired. I do go out from 10 to 2 and clean up different sites. We will probably have a cleanup in the fall. I usually work with the mayor on this. Please do not litter. If anybody in the community would like to help, contact me. I always have all the equipment in my car. I try to make this borough a litter free place.

Mrs. Budd welcomed Mr. Stinner back. Fall Fish for Fun Day is going to be Saturday, September 24th from 9:00 a.m. to 2:00 p.m. on Peters Creek Road at Waterman. Bring a bucket, bait, and a rod. Food and drinks will be provided. There will be prizes for the biggest catches of the day. This is a rain or shine event.

Mr. Lynch stated I am looking forward to Fall Fish for Fun Day. Now with 9/11 coming this weekend, that is something I hold dear to my heart. I always think about every fight firefighter, police officer, EMS, and any first responder. If you see them, please walk up, shake their hand, give them a thank you.

I also want to welcome back Mr. Stinner. Glad to see you here in person. I am looking forward to continuing the mission with you.

Mr. Reynolds stated the residents down in Floreffe are having a community yard sale this Saturday and Sunday. They will have some food trucks there. They are selling some mums and other fall items.

Mrs. Steffey welcomed Mr. Stinner back. I know you were with us for the long haul virtually, but glad to see you back in person as well.

I know we have the surveys that were made available online. We have done some Facebook and Instagram posts about the survey with the QR codes. We have paper surveys in the library and at the front desk at the borough building. Any resident that does not want to face any technology concerns, we are more than happy to welcome you to the library or front desk where we have surveys on paper for you to complete

I spoke with Chief Dziezgowski about a week and a half ago. There was a resident that had contacted me personally that lives on Decker Avenue where the entrance to Beedle Park is. She said she had reached out to council members in the past and asked the speeding that goes into the entrance of Beedle Park. I did promise her that I would have a discussion with Chief. I will be calling her back to give her an update. Her complaint and concern were mostly during soccer season. We want to do police presence up there. It is difficult unless people want the police sitting in their driveways.

Chief Dziezgowski stated we are never going to turn down a resident who wants to sit in their driveways. It is difficult because our cars kind of stick out. The motorists are going to slow down. We will have our monitor up there to monitor traffic both in display mode and stealth mode to give us some real numbers. We will be having traffic enforcement as staffing permits. We are there to slow things down. Some of the council members have mentioned speed humps. We will talk about that also. I will formulate a plan with council and how they want to proceed. Mr. Glister and I have been working collaboratively on that mission to give council some ideas on how to proceed and get a policy in place. I ask the residents to be mindful that when they're traveling roadways such as Decker. Take a little extra time if you are going to your soccer game or practice, or baseball practice. Be mindful of the area you are travelling in.

Mrs. Steffey asked Mr. Volpe if we could have Public Works spruce up the paint. There is paint that used to say "Slow Down" on the street or around there. She said it seemed to help a little.

Mr. Volpe responded we had slow painted on the road. We will fix that

Chief Dziezgowski stated now that school is in session, everybody should be mindful of the speed limits, and school zones around the area. We have crossing guards to protect the kids crossing.

35. Adjournment

President Steffey adjourned the meeting at 8:56 p.m. on a motion by Mrs. Budd, seconded by Mr. Montgomery and carried unanimously.

John P. Stinner
Secretary/Borough 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.*