

Borough of Jefferson Hills  
Reorganization/Agenda  
Meeting of Council  
January 3, 2024

1. Swearing in of Council by the Honorable Michael Thatcher (5th Judicial District of Pennsylvania)

Mayor McCaffrey welcomed everyone. I would like to call up the Honorable Michael Thatcher, for the swearing in of the new Council.

Judge Thatcher stated good evening and happy new year. I am Mike Thatcher. I am your District Judge. I want to say thank you to Jefferson Hills for having me out tonight to officiate this ceremony. It is important we take a couple of minutes at the start of this to reflect on how important this is for our newly sworn in, our returning Council Members, and their families. All you have to do is flip on your news, and you see there is a lot of tough stuff going on in the world. It does not mean that we do not have our issues here. We certainly do. We certainly have our challenges. But when you drove home from work today, or rode the bus home from school, I hope everybody felt pretty darn fortunate to be where we are at. There are millions and millions of people across the world that would do anything to trade places with us. We are very fortunate, but that does not just happen. That happens through hard work, dedication, and effort. It is a reflection on you guys, and your families, that you are willing to take the time and do this. It is a tough thing. You cannot make everybody happy. But everybody is trying to work towards the best thing, and living out our version of the American dream. So, I thank you, from my family, as residents, for you guys, for your work and efforts. I wish the Council and everybody here in Jefferson Hills a safe, and blessed in wisdom and a prosperous new year 2024.

I would also note that there are plenty of folks here in this room with some overseas time that understand how good we have it. I want to thank you guys for that too.

Judge Thatcher administered the Oath of Office to Diva Mares.

Mrs. Mares stated I, Diva Mares, do solemnly swear that I will support, obey, and defend the Constitution of the United States, the Constitution of the Commonwealth of Pennsylvania, and the Ordinances of the Borough of Jefferson Hills.

I further so swear that I will well and faithfully discharge and perform all the duties of my office of Member of Council, according to the best of my knowledge and ability and with the fidelity and pride which has been entrusted to me by the Borough of Jefferson Hills Council and the citizens of Jefferson Hills. So, help me God.

Judge Thatcher stated ladies and gentlemen Council Member Mares.

Judge Thatcher administered the Oath of Office to Kevin Polick.

Judge Thatcher stated I think we all know how proud your brother would be that you are here.

Mr. Polick stated I, Kevin Polick, do solemnly swear that I will support, obey, and defend the Constitution of the United States, the Constitution of the Commonwealth of Pennsylvania, and the Ordinances of the Borough of Jefferson Hills.

I further so swear that I will well and faithfully discharge and perform all the duties of my office of Member of Council, according to the best of my knowledge and ability and with the fidelity and pride which has been entrusted to me by the Borough of Jefferson Hills Council and the citizens of Jefferson Hills. So, help me God.

Judge Thatcher congratulated Council Member Polick

Judge Thatcher administered the Oath of Office to David Bentz.

Mr. Bentz stated I, David Bentz, do solemnly swear that I will support, obey, and defend the Constitution of the United States, the Constitution of the Commonwealth of Pennsylvania, and the Ordinances of the Borough of Jefferson Hills.

I further so swear that I will well and faithfully discharge and perform all the duties of my office of Member of Council, according to the best of my knowledge and ability and with the fidelity and pride which has been entrusted to me by the Borough of Jefferson Hills Council and the citizens of Jefferson Hills. So, help me God.

Judge Thatcher stated ladies and gentlemen, Council Member Bentz.

Judge Thatcher stated isn't it great too, and just a reflection of the community values that we have here, that everybody brought their family. Thank you guys, for the families, for the commitment that you are giving to your loved ones. Cause it is not always going to be easy during the term.

Judge Thatcher administered the Oath of Office to Joseph Lynch.

Mr. Lynch stated I, Joseph Lynch, do solemnly swear that I will support, obey, and defend the Constitution of the United States, the Constitution of the Commonwealth of Pennsylvania, and the Ordinances of the Borough of Jefferson Hills.

I further so swear that I will well and faithfully discharge and perform all the duties of my office of Member of Council, according to the best of my knowledge and ability and with the fidelity and pride which has been entrusted to me by the Borough of Jefferson Hills Council and the citizens of Jefferson Hills. So, help me God.

Judge Thatcher and Mr. Lynch saluted.

Judge Thatcher stated Congratulations, Council.

The reorganization/agenda meeting of Council was called to order by Mayor McCaffrey at 7:10 p.m. in the Municipal Centers, 925 Old Clairton Road. Following the Pledge of Allegiance, Councilman Bentz, Councilwoman Budd, Councilman Lynch, Councilwoman Mares, Councilman Montgomery, Councilman Polick, Councilwoman Steffey, and Mayor McCaffrey answered to roll call. Finance Director Haberstock, Solicitor McPeak Cromer, Chief Dziezgowski, Engineer and Acting Borough Manager Glistler, Consulting Engineer Minsterman, and Public Works Director Volpe were also present. Borough Manager Stinner was absent.

5. Nomination and Election of Council President (Upon completion, the Mayor turns the gavel over to the President)

Mrs. Budd nominated Melissa Steffey for Council President, seconded by Mr. Polick, and carried unanimously.

President Steffey thanked Council.

Mayor McCaffrey turned the gavel over to President Steffey

6. Nomination and Election of Vice President

Mr. Lynch nominated Hilary Budd for Council Vice President, seconded by Mr. Bentz, and carried unanimously.

Vice President Budd thanked Council.

7. Nomination and Election of President Pro Tempore

Mr. Lynch nominated Kevin Polick for President Pro Tempore, seconded by Vice President Budd, and carried unanimously.

8. Report from Borough Boards and Commissions

None

9. Borough Resident/Taxpayer Comments on Agenda Items

None

10. Discussion to approve the monthly bills that have been paid

Mr. Montgomery asked on the CMA payment for Pennvest, what is that? Are we starting to pay the second Pennvest loan? Can somebody explain that to me?

Mr. Haberstock responded we have the payment to the CMA every month.

Mr. Montgomery stated we have had the \$77,000.00. But this is almost \$19,000.00 in addition to that.

Mr. Minsterman stated that is the current interest on the amount that they have spent to date. So, as CMA makes payments to their contractor, it is drawn from the Pennvest loan. Until the loan closes, you pay the interest on the outstanding principal. When the loan closes, then you will pay your debt service payment.

Mr. Montgomery asked would that be the interest and the principal?

Mr. Minsterman responded just the interest at this point.

Mr. Montgomery stated I was under the impression we would not pay anything until the job was complete.

Mr. Minsterman stated the Pennvest rule is that you are accumulating interest while the construction project is going on. They are not going to carry that or refinance it back into the loan. So, you are obligated to pay that interest over time.

President Steffey stated just to clarify, the Pennvest loans clearly states WESA. The portion of the CMA is \$77,000.00.

Mr. Minsterman stated that is for phase one. What we are talking about is phase two, the current construction. There should be two payments. The other \$19,000.00, is most likely for the interest related to the amount of funds they have spent to date, during construction, as they pay the contractor.

President Steffey stated the account type description is 2017 Pennvest loan, WESA. It may be just a clerical error.

11. Discussion to approve the monthly payroll
12. Discussion to approve minutes of agenda meeting December 6, 2023

Mr. Montgomery stated on page 428, that is the joint police civil service test. It would be at the top of that page. The second sentence, the joint police civil service test, is what it should be.

13. Discussion to approve minutes of regular meeting December 11, 2023
14. Discussion to approve minutes of special meeting December 28, 2023

Mr. Montgomery asked do we have those?

President Steffey asked the clerk do we have the minutes in our packets?

The clerk responded they are not ready yet; you will have them by Friday.

15. Discussion to accept the resignation of Tyler Fisher from the Borough of Jefferson Hills Public Works Department as of January 15, 2024
16. Discussion to advertise for the Parks Laborer position in the Borough of Jefferson Hills Public Works Department to fill the position declined by Ryan Gillespie
17. Discussion to appoint \_\_\_\_\_ to one (1) seat on the Borough of Jefferson Hills Civil Service Commission as an alternate for a term expiring December 31, 2026
18. Discussion to appoint \_\_\_\_\_ to the Borough of Jefferson Hills Vacancy Board
19. Discussion to appoint \_\_\_\_\_ and \_\_\_\_\_ to two (2) seats on the Borough of Jefferson Hills Recreation Board for a 4-year term expiring December 31, 2027

20. Discussion to appoint \_\_\_\_\_ to one (1) seat on the Borough of Jefferson Hills Planning Commission for a 4-year term expiring December 31, 2027

21. Discussion to appoint \_\_\_\_\_ to one (1) seat on the Borough of Jefferson Hills Zoning Hearing Board for a 5-year term expiring December 31, 2028

Vice President Budd asked was I correct in seeing that we do not have anything for that?

President Steffey stated we still have one seat available for the Zoning Hearing Board appointment.

Mr. Montgomery asked are the alternates filled for the Zoning Hearing Board? Does anybody know?

President Steffey responded we will have to look into that.

22. Discussion to appoint \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to three (3) seats on the Borough of Jefferson Hills Environmental Advisory Council for a 3-year term expiring December 31, 2026

23. Discussion to appoint \_\_\_\_\_ to one (1) seat on the Borough of Jefferson Hills Environmental Advisory Council for the remainder of the term expiring December 31, 2025

24. Discussion to appoint \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ to three (3) seats on the Jefferson Hills Public Library Board of Directors for a 3-year term expiring December 31, 2026

25. Motion to reopen the 2024 Borough of Jefferson Hills Budget

Mr. Lynch moved to reopen the 2024 Borough of Jefferson Hills Budget, seconded by Mr. Bentz, and carried unanimously.

26. Discussion to adopt Resolution No. 01-2024 adopting Rules of Decorum for public meetings

27. Discussion to approve the Jefferson Hills Police Department to sign a 5-year contract with Axon Enterprises Inc., reference Quote #Q-536475-45274.576MB, in the amount of \$68,500.00 (\$13,700.00 annually) for the purchase of ten Taser 10 devices and accessories to replace current Tasers X26P devices that have reached their end-of-life cycle

28. Discussion to add additional access control to Beedle Park from David Davis Communications Estimate #59647 for \$7,303.00

President Steffey asked would you mind just for our new members, going over this quote?

Chief Dziezgowski stated we currently utilize the X26P taser device. They are at their end-of-life cycle, which is a 5-year cycle. We are actually in year 6. So, we moved forward with the quote for Taser 10 devices. They are the newest devices out there. We are getting the best price for our money. They are proprietary. They are the only game in town for those devices. Without those devices, we are missing a level of force prior to deadly force. So, we need that as a liability buffer for our officers. Although it is a

lot of money, and hopefully we do not have to deploy them, this was the best price that I could negotiate. Due to the fact that our other tasers are at the end-of-life cycle, this is what I will be moving forward with.

Secondly, Beedle Park. This deals with access control phase two, for Beedle Park. We already have cameras installed there. The cameras have been invaluable for damage being done to all parks. Some of the parks, we did access control, like 885 Park. We did access control for the bathrooms. We did access control for Beedle Park, for the bathrooms. But we did not at the time do access control for the concession stand, and the storage area. This would be an increase in security measures at that facility. Also, the quote is for cameras at the incoming pavilion and the kid's playground, which are long overdue. Manager Glister has been diligent with Public Works Director Mike Volpe, in contacting the electric company down there. They are having a feed put in, so we have electricity in that area to place those security cameras, and also extra lighting in that area.

President Steffey stated that since we have voted to start installing all of these cameras within our parks, it has been tremendously helpful with catching people in acts of crimes, per se.

Chief Dziezgowski stated it is a great deterrent. It helps us do our investigations. But I believe in my heart, that it also makes the community feel safe when they are out, which is paramount.

29. Discussion to approve Application for Payment No. 1 and Final from Robinson Pipe Cleaning Company in the amount of \$59,301.50 for work completed on the Joint Municipal SHACOG O&M CCTV – Year 13 Project, subject to the receipt of an invoice from SHACOG

30. Discussion to approve Work Authorization dated December 20, 2023, from Gateway Engineers, Inc. for General Planning assistance in 2024 in the amount not to exceed \$10,000.00

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

None

Chief Dziezgowski stated it came to light late this evening, that we have to update our agreement for law enforcement protection for the high school when needed. Can we put that on the agenda? It is just a formality. We just have to update figures on there.

President Steffey stated yes, add that to the agenda.

32. Reports

Fire Chief

The JHFR written report is on file in the administrative office.

EMS

Not Present

Engineer

Mr. Glister had nothing further to add to the written report on file in the administrative office.

Consulting Engineer

Mr. Minsterman had nothing further to add to the written report on file in the administrative office.

Finance Officer/Treasurer

Mr. Haberstock stated I apologize; my finance report is not in yet. It has been a hectic year-end, start to the new year in payroll. I will just give an update, 2023 highlights. The budget for 2023 had projected a use of unreserved funds of around \$900,000.00. We ended up not needing to use any of that, I am happy to say. We still have some expenses that will incur in early 2024, that will be charged back to 2023, but, not substantially. Right now, that revenue exceeds our expenses for the year by about \$600,000.00. This was driven in large part by much better-than-expected earned income tax receipts. Over almost \$400,000.00 more than we anticipated. That is great news because that is a revenue stream that will continue in the new year. We also did much better on our interest, on our money in our savings accounts. On the expense side, the police department was over \$300,000.00 under budget. Public works and parks combined were over \$250,000.00 under budget. So, those all contributed to the good year we had.

President Steffey stated that is a good way to end the year.

Public Works Director

Mr. Volpe had nothing further to add to the written report on file in the administrative office.

Police Chief

Chief Dziezgowski stated the end of year has been kind of quick and difficult. Our report will be in your mailboxes on Friday. I do want to speak on our annual toy drive. Through the generosity of many donors, through the collective efforts of the Police Department, and JHFR, we were able to provide gifts and toys to 12 families and 26 children in need during the holidays. We collected \$2,558.32. It is really nice just to give back. I thank everyone in the community, everyone here that donated or took time to come to Breakfast with Santa, or helped out. A special thanks to Tara Revis, who spent her own time shopping and then distributing gifts to the families in need when they came here. It is just very touching. Happy New Year, everyone.

Mayor

Mayor McCaffrey stated Happy New Year, everyone. I would like to thank everyone who donated for the toy drive this year. That is amazing.

Welcome to our new Council Members. I look forward to working with you over the next two years.

Acting Manager

Mr. Glistler stated we talked about earlier, if we had the alternate positions filled on the Zoning Hearing Board. According to our tracking spreadsheet, we do have our two alternates filled. One is until the end of this year, and one is until the end of 2025. I just wanted to pass that along to Council.

We have been getting some complaints lately about pet waste not being picked up properly at our parks. This is just a little friendly reminder. At all of our parks, and even our municipal building here, it is a great place to take your dog, but make sure you do not leave anything behind, and take everything with you.

Chief Dziezgowski added we have cameras.

Solicitor

Solicitor McPeak Cromer stated I would like to request a brief executive session to discuss litigation matters immediately following the cake. We will not return and/or take any additional action after that executive session.

### 33. General Business

President Steffey stated for the new council members, I am sure you have watched on our meetings before, but general business is just your own time to say a few words, if you have anything to express. You do not have to. I do not have any rhyme or reason as to how I go in order sometimes. So, we will start with Councilman Montgomery.

Mr. Montgomery stated I have some sad news that I have to tell everybody. Jan Cmar, our former mayor is gravely ill. I would request people pray for her in her battle to live. Thank you.

Mr. Bentz stated I am happy to be here. It was a long hard road. My fellow new council members and I came along, and accomplished a lot of things. I would like to thank my family, and a special shout out to Lisa Buckiso. She was with us the whole way. I wish everyone a happy new year.

Mr. Polick stated we have many thanks to the citizens of this Borough for supporting us in the election. Thank you to Lisa Buckiso and to any other folks out there that supported us and guided us, as well as current members here too, who gave us a way to being here today. I greatly appreciate the support from my family. As all the other families know, we were on many weekends, knocking on doors and doing everything to have the right to come here and work for this Borough. As I tell many folks on here, I had three bosses before November 6th. On November 7th, I ended up with 13,003 bosses. We are ready to work for you guys, and take the Borough into the future. Again, thank you very much.

Mr. Lynch stated it is definitely an honor to be part of this new Council group. I would definitely like to thank the residents of Jefferson Hills for entrusting me for another 4 years. Boy, time really flies. Moving on, I know Mr. Haberstock gave us some pretty good news regarding our budget. Referring back to reopening our budget, I still look at it as a critical juncture where I think it has been imperative to invest in community growth. I do not know if anyone recalled my arguments this past spring. I still feel like we continue to fall into that defensive mindset. Even though it has brought stability, I still think it has impeded



our progress. Especially when we are experiencing the demands of a promising, and a younger population. A demographic which we have not done well in our part to include. I understand that business must go on. I get that. We also need to let this be a lesson. A quick lesson that we need to learn that we need to take a more proactive stance on strategic and target investments. Our recurring defensive measure alone, if we continue down that path, will risk hindering our ability to address evolving needs and capitalizing on opportunities for any type of sustainable development. I know this term I will be getting more aggressive in pursuing these avenues. I am confident that our new Council, our Borough staff, our Boards and Commissions, including which I think we discussed, a tentative revival of our Economic Development Commission, and our residents will join together, as it is crucial to navigating these challenges and ensuring Jefferson Hills remains adaptable, resilient, and responsive to the changing dynamics of this community.

On a much brighter note, I know Christmas is usually everyone's favorite time of the year, at least for most of us. As for me, my favorite time of the year is the Geo Mack Veterans Foundation Annual Care Bag fundraiser, which is happening now, going on until January 29th. For \$5.00, you can sponsor a care bag, filled with snacks and toiletry items that will be delivered to a local service veteran in need. For more information on how you can chip in and help our local veterans, please visit the Geo Mack Veterans Foundation on Facebook, or you can email Geo Mack, V as in Victor, F as in foxtrot, at yahoo.com. They will accept any type of payment arrangements, whether it's check, cash, PayPal, or Venmo. So, please, I assure you this is something that goes a very, very long way. I cannot say enough about the organization. We have always been a community that has been proud of our veterans. So, let's get out there again and let's stand up for them and show them what the community is made of. I hope everyone had a very happy new year, and thank you.

Mrs. Mares stated I want to thank you for the opportunity to be up here. This is something that is very exciting. I also understand that this is a huge responsibility, and that is not something that either of us take lightly. I know that the decisions that are made here not only affect everyone in this community, but they also affect my family. I will strive to educate myself to the best of my ability on all decisions that I have to make. I have the utmost respect for everybody up here with me. I have full confidence that we will continue to work together well as a team, just like we did through our whole campaigning process. We plan to do that for our community who entrusted us to do so.

Vice President Budd stated I want to congratulate our new Council Members that are coming in. You have a giant responsibility, and quite the adventure ahead of you. You are going to have ups and downs. You are going to have a lot of good days. I think with the amazing amount of teamwork, that when you get done, we are going to have a lot more good days than bad days. You will get frustrated at times, trust me, but it is going to be a lot of fun. The one thing I can assure you is, rely on each other. Ask questions. We have an absolutely amazing Borough staff here, that I cannot speak enough about how much they have helped me along in my process, and how much they have helped me learn. They are always willing to answer questions. I do not have to say this, but I just feel like I want to say it, just treat them with respect, and you will get anything you want in return. They will be more than happy. It is a team. You have joined a big team, and things are looking up. I am very much looking forward to what we can accomplish. Thank you for entrusting me in the vice president position. I do not take that lightly either. I am very honored, and I will do my absolute best. Congratulations. Looking forward to the next couple of years with you.

President Steffey stated I would like to also congratulate our new and reappointed Council members. I can start off by saying that this meeting was absolutely a breath of fresh air. Also, , to reiterate what Vice President Budd had said, you can certainly rely on us. I am very humbled to be sitting back in this seat as President as well. I look at it as a team. We certainly will lead together as a team, not just solely by myself. Our staff is 100% amazing. You could certainly rely on them for anything.

I want to jump over to what Councilman Lynch had touched upon a little bit. That is our Geo Mack Veterans Foundation Care Caddy. She has a goal this year to sponsor 1,022 care bags. I am not sure how long it has been launched. Only a few days. As of today, the update was 117 care caddies. So, I would love to see her break this goal. She has been doing this for quite a few years now. It really does go such a long way. To see the kids and the residents get involved with coming together and packing these care bags, once she has everything organized. Jacquelyn Girman really has done a tremendous job in boosting this foundation, and especially during this time of year. So, Ms. MoyerDinardo, I am not sure if we have reached out to her, or if she has reached out to you. But, I would like to hit this really hard on social media. I would really love to see all of our residents chipping in. The care caddies are only \$5.00. You can sponsor as many as you like. We will put it on our social media sites. You can share with friends too, pass it on. I would love to see her go above and beyond that 1,022-care bag goal this year.

34. Adjournment

President Steffey adjourned the meeting at 7:42 p.m. on a motion by Mr. Lynch, seconded by Mr. Bentz, and carried unanimously.

35. Reception of cake and coffee

Michael Glister, PE  
Acting Secretary/Borough Manager