

Borough of Jefferson Hills  
Agenda Meeting of Council  
August 6, 2014

The agenda meeting of Council was called to order by President King at 7:00 p.m. in the Municipal Center, 925 Old Clairton Road. Following the Pledge of Allegiance, Mayor Cmar and Council Members Barclay, Ielase, Khalil, Montgomery, Weber and King answered to roll call. Manager Arndt, Finance Officer/Treasurer Boucher, Solicitor Shimko, Chief Roach, Public Works Director Lovell, Borough Engineer Sebastian and Consulting Engineer Omer were also present. Council Member Reynolds was absent.

The following tentative agenda for the regular meeting of August 11, 2014 was reviewed and discussed.

1. Pledge of Allegiance
2. Roll Call
3. Citizens/Taxpayer Comments

A) Dr. Richard Strothman - 1411 S. Randolph Drive - requested again a handicapped parking space in front of his townhouse. Mr. Strothman explained there is at least one more handicapped neighbor on the street. Chief Roach advised he recommended to Interim Manager McCreery, supported by the Vehicle Code, that local governments may erect sign(s) for handicapped parking along highways within their jurisdiction, and it did not seem like an unreasonable request. With the change in Interim Managers at that time, it got lost in the shuffle. Mr. Arndt agreed to work with the Chief and Solicitor, since an ordinance may have to be approved, to legally establish these parking spaces. Council agreed to have Mr. Arndt move forward on this.

B) Debbie Straka - 1413 S. Randolph Drive - also requested handicapped parking on Randolph Drive.

C) Frank Lester - 910 Gill Hall Road - explained that West Mifflin has a Hometown Heroes program where they display banners of local military personnel. Mayor Cmar advised she is already working on this project.

4. Report from Borough Boards or Commissions

A) Tom Donahue - Environmental Advisory Council - read a few excerpts from the Borough Comprehensive Plan, and asked if this is still our goal. He was also concerned about who might spearhead the effort since the Borough Planner resigned. Mr. Arndt replied and advised a motion to authorize the staff to seek proposals for a Planning Consultant will be on Monday's agenda. Mr. Weber stated Mr. Donahue did not read a section about what this community wanted as far as recreation goes. Council will be voting on Phase 1 of Beedle Park rollout for field expansion to meet one of the objectives of the Comprehensive Plan. He also stated the issue of the updating of ordinances has been addressed but has not come to fruition.

B) Tom Drnach - Library Board of Directors - updated Council with the following:

- He is also on the Facilities Committee, and he is advising the library is having problems with the janitorial service.
- The Summer Reading Program ended last week.

- The study of the library service of the 21st century was completed, and it was all about the libraries getting less money.

5. Motion to approve minutes of agenda meeting July 9, 2014

Mrs. Barclay and Mr. Khalil requested two changes be made.

6. Motion to approve the monthly bills
7. Motion to approve the monthly payrolls
8. Motion to adopt Resolution No. 36-2014 approving reimbursement of the General Fund by the General Obligation Bond Series of 2011 Project Fund in the amount of \$278,768.62
9. Motion to adopt Resolution No. 37-2014 designating Huntington Bank as depository of funds for the Peters Creek Manhole Rehabilitation Project and authorizing signatures of Borough Officials
10. Motion to approve Payment Application No. 4 to East West Manufacturing & Supply Company, Inc. in the amount of \$32,940.00 for the Public Works Complex and Salt Storage Facility Project
11. Motion to approve Payment Application No. 5 to East West Manufacturing & Supply Company, Inc. in the amount of \$7,893.00 for the Public Works Complex and Salt Storage Facility Project
12. Motion to approve Payment Application No. 12 to General Industries in the amount of \$139,951.31 for the Public Works Complex and Salt Storage Facility Project
13. Motion to approve Payment Application No. 6 to Vrabel Plumbing Company, LLC in the \$19,467.00 for the Public Works Complex and Salt Storage Facility Project
14. Motion to approve Payment Application No. 4 to A-1 Electric, Inc. in the amount of \$67,900.50 for the Public Works Complex and Salt Storage Facility Project
15. Motion to approve Work Authorization dated July 30, 2014 for Gateway Engineers to assist with design and permitting for Peters Creek Stream Restoration Phase 5 Project for the amount not to exceed \$10,000.00
16. Motion to award a bid to Osiris Enterprises in the amount of \$225,625.00 for Peters Creek Manhole Rehabilitation Project with the Borough's share being \$90,585.00 and subject to funds being received from South Park Township and Peters Creek Sanitary Authority per agreement
17. Motion to award a bid for Beedle Park Phase 1 Project

Mr. King asked Ms. Omer if she had any concerns over the \$100,000.00 difference between the lowest bidder and the next lowest bidder. She stated there is always a concern when the lowest bidder is significantly lower than the next bidder, but we have to take the lowest responsible bidder. Mr. Sebastian advised if we look comprehensively at all the bids and with sight of the budget restraints, we should take into account the deducts as the big difference between the low bidder and the second low bidder. If we took deduction #8 off the low bidder we would cut off \$43,000.00 from their bid. Mr. Khalil asked Mr. Lovell for his opinion based on the recommendation of just doing the asphalt of the ADA parking and observation areas, and Mr. Lovell stated he is comfortable with it. The public works department can address millings on a yearly basis. Mr. Arndt was instructed to add this item to Monday night's agenda with the deduct.

18. Motion to award a bid for janitorial services for the period September 1, 2014 through August 31, 2015

The current cleaning company is the lower of the two bids, with the bid being lower than their current contract, and the new contract includes cleaning of the new Public Works Complex. Mr. King advised they are not performing the work at the level they should be now, and with a lower contract price and more work, we cannot expect them to do the work at a satisfactory level. Based on the complaints of staff and library employees, we should reject the lowest bidder and go with the next bidder. Mr. Arndt explained in the past Council has awarded the bid for the first year, with the option to extend for another two years. Mr. Weber advised since the lowest bidder is the current service and they have been doing substandard work, he is willing to give the other bidder a try. Mr. Arndt was instructed to add this item to Monday night's agenda using bidder #1 which is Service First Cleaning.

19. Motion to recommend to SHACOG the award of a bid to Insight Pipe Contracting, L.P. for Joint Municipal O&M Sanitary Sewer Preventative Maintenance Year 4 Project in the amount of \$188,246.00 with the Borough share of \$42,145.00

20. Motion to approve an advertisement to receive bids for 2014 Road Improvement Program-Contract B

21. Motion to approve an advertisement to receive bids for 2014 Road Improvement Program-Contract C

22. Motion to authorize the proper Borough officials to execute a new PennDOT Winter Services Agreement with the Commonwealth of Pennsylvania for the period 2014-2019

Mr. King asked if there was any negotiating leeway on this agreement, and Mr. Arndt replied no, the amount is set per lane mile. Mr. Weber asked Mr. Lovell if anything on Exhibit A seems incredibly cumbersome or dangerous or any reason to scratch a road from the list. Mr. Lovell advised Rt. 837 is a thorn for us, because it is wider than a two-lane road and takes two trucks to tandem plow it. Mr. Lovell recommended removing this road from the list. Chief Roach voiced concern that the roads the Borough plows are usually done quicker and better than waiting for the State or County to plow them. Solicitor Shimko explained that on a contract law level, if you cross something off this contract, it becomes a counter offer, and they don't have to accept anything. They can say they don't want to do any Borough roads, and we would be responsible for them all. Mr. Weber asked if we could call them and ask if they would redact the first two lines of Exhibit A regarding Route 837. Mr. Arndt advised that per Exhibit B, PennDOT also compensates the municipalities that participate in this agreement, with an adjustment for severe winters. Mr. King suggested we at least ask PennDOT the question, and see if we can get an answer by Monday.

23. Motion to authorize the proper Borough officials to execute a Watch Block of Time Agreement with LANtek

Mr. Boucher explained the proposal is for a block of time. If you buy \$5,000.00 increments, you get a 20% discount. According to past bills, this should be about a \$3,000.00 savings. If we do not accept this, they have changed their billing to bill by the hour instead of in 15 minute increments. Mr. Weber asked if he has researched competitors, and Mr. Boucher stated no. Solicitor Shimko advised we can cancel the agreement at anytime and receive a refund of the unused portion. Council agreed to move forward on this, and Mr. Boucher will research other options.

24. Motion to authorize Keystone Municipal Collections Group to file real estate liens over a \$50.00 balance for tax year 2011 at \$20.00 each

25. Discuss proposed ordinance regulating floodplains-review options

The status and time frame for ordinance adoption were reviewed with Council.

26. Discuss proposed ordinance revising, clarifying and/or repealing certain provisions of Borough ordinances

The Solicitor reviewed the various items which would be included in the proposed ordinance and Council concurred.

27. Discuss proposed Montour Trail improvements along Route 51

There was a consensus of Council to support this project.

28. Discuss status of Borough insurance proposals

29. Discuss the proposed agenda for the August 11, 2014 regular meeting

30. Reports

Chief Roach:

- SHACOG physical agility and written tests start Saturday. We will then continue the process to establish an eligibility list.

Ms. Omer:

- The annual Engineering Presentation with Council will be held November 5th.

Mr. Sebastian:

- The CD Year 40 Demolition Plan that is presently being done by Gateway Engineers, will be looked at to see if it can be brought inhouse.

Mr. Lovell:

- Gave an update on the Public Works Complex.
- Concerning the issue of the collapsed 8" sewer line on Gill Hall Road across from Woodwind Drive, Gateway Engineers did a cost analysis of \$55,000.00 on the open cut repair of the project. We are instead going the route of pipe bursting, at a cost of \$23,000.00 to \$27,000.00.
- The first Movie in the Park night went off without a hitch. Attendance was light.

Mr. Boucher:

- The financial audit should be done by September.
- Budget season has begun and at the staff meeting, the capital improvements program and the budget were reviewed. In September this will be applied to the budget itself.

Mr. Arndt:

- SHACOG received the new rock salt bids, and Cargill, Inc. was the only bidder at \$79.29 per ton. The last contract price was \$57.52. We need to award this by September 26th. This is to be added to Monday night's agenda.
- Maronda Homes requested the Borough provide a winter maintenance agreement on some roads in their Hunters Field Phase 3 and Mill School Phase 1 developments. The staff is to evaluate the request and report to Council next month. The acceptance of other roads in these developments will be on the agenda in September. Mr. Lovell suggested thinking about charging developments for the Borough taking care of roads that are not actual Borough roads. Mr. Khalil would like to consider with the increased price of salt, that maybe we need to charge that community or get ourselves back out of the position. He stated when the residents bought into those communities, the understanding was that the communities themselves were to support those roads not the Borough. Mr. King would like to revisit this next month and come up with a consensus on how to proceed.
- Gateway Engineers is recommending the Clairton Regional Act 537 Revised Plan be adopted by the Borough. It would go before the Planning Commission for review and recommendation, and will probably be on the September agenda.

Mayor Cmar:

Nothing to report.

Solicitor Shimko:

- 885 Volunteer Fire Company came before Council earlier in the year to increase the fees for accidents. It can be done by Council by Ordinance. It was the consensus of Council to move forward on this.

26. General Business

Mr. Montgomery reported the Economic Development South group will be touring the Rt. 51 corridor on August 18th.

Mr. Montgomery requested a motion to appoint David McGuirk to the Environmental Advisory Council be added to Monday's meeting agenda, and Council agreed.

Mrs. Ielase again asked Council for donations for a raffle basket for the softball tournament on Sunday, August 24th.

Mrs. Ielase advised the fire departments invited Council, the Mayor, and Police Chief to their next meeting on August 18th at the Floreffe Firehall. The younger generation has taken over, seem to be working well together, and wish to present some ideas to the group.

Mr. Weber requested a letter be sent to the Floreffe VFC pertaining to their audit findings, and Mr. Arndt was instructed to draft the letter for Council's review.

Mr. Weber stated he does not feel right about the janitorial bids, and the Borough not taking the lowest bidder because they are not getting the job done. He is concerned that out of 30 vendors invited to bid, only two vendors bid on the job. Mr. King suggested we go with the second lowest bidder, and if that does not work out, we can rebid the job after one year. Mr. Arndt advised another suggestion would be to hire a part-time employee.

Mr. Weber suggested we add carpeting or tile to the two upstairs entryways in the Municipal Center, and fix the wallpaper throughout the building.

Mr. Weber stated he felt he needed to apologize for his behavior towards Mr. Donahue earlier in the meeting when Council was criticized for not hiring a Planning Consultant as quickly as he expected. Council is constantly working toward trying to be better. Mr. King advised Mr. Donahue is a member of the Planning Commission and the Environmental Advisory Council, and can also make positive recommendations or spend time working toward making the Borough better.

Mr. King adjourned the meeting at 10:03 p.m. with an executive session to follow concerning legal and personnel matters on motion by Mr. Montgomery, seconded by Mrs. Ielase and carried unanimously

Douglas Arndt  
Borough Manager/Secretary