

Borough of Jefferson Hills
Agenda Meeting of Council
July 5, 2017

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 Ielase, Khalil, Montgomery, Sockman, and President King answered to roll call. Borough Manager Levander, Finance Officer Bennett, Solicitor Shimko, Chief Roach and Consulting Engineer Omer were also present. Council Members Reynolds and Vice President Weber were absent.

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

Andy Tullai of 305 Greene Drive noticed that Waterman Road West was on the Agenda for tonight and, since the developer has tied into the Road for the Ryan Homes Development Plan and are now done, he wanted to know if Council would be discussing some repairs to Waterman tonight or in the future. Mr. King stated that Council will be discussing what the developer did tonight. Mr. Tullai also asked about Cochran Mill Road and whether the bridge that connected it to Gill Hall will be replaced by the Borough or is it a State road. Mr. King stated that Cochran Mill Road is State owned and added that Dan Cessna attended one of the Borough Council meetings some years back and indicated that the State has absolutely no interest in spending the money to fix the bridge. Mr. Tullai commented that was a shame because it would alleviate a lot of the traffic on Waterman Road West. Mr. King said that maybe it can be readdressed since it has been about ten years since it was last discussed.

4. Report from Borough Boards and Commissions

A) Holly Schrum, Library Board

- Stated the Friends Book Sale was very successful again this year. It was another record breaking year and made more than the previous year.
- Stated the Summer Reading Program called "Build a Better World", is off to a great start, about 146 children are signed up for the Program and have enjoyed visits from Home Depot and Karen Howell, local author of "Alex and Iggy" books.
- Stated the Outreach Program at Jefferson Hospital has expanded and there are now three Little Libraries at Jefferson Hospital. One Little Library was just added in the Emergency Room waiting area; one is in Austin's Playroom; and one is in the second floor lobby.
- Stated that the Library Staff made Library Cards for anyone who visited the booth on Community Day and also gave away color-change cups of lemonade.

- A sheet was provided to Council from the Allegheny County Library Association about the relationship between communities and libraries and how they help one another.

5. Motion to approve minutes of agenda meeting June 7, 2017

Mr. Khalil asked Ruthann Omer, on item 22 regarding Peters Creek where it reads, "Mr. Minsterman stated Gateway will look at the site again to be sure this project will fix the problem", if this has been investigated? Ruthann Omer stated that it has been and they are looking at reduced scope and going back out to bid.

6. Motion to approve minutes of regular meeting June 12, 2017

7. Motion to approve the monthly bills

8. Motion to approve the monthly payrolls

9. Motion to enact Ordinance No. 862 (1) repealing Chapter 1, Part 4, Subpart D of the Borough of Jefferson Hills Code of Ordinances regarding the Educational Service Agency to align with the Borough's current roles in School Crossing Guard regulation within the Borough, (2) amending Ordinances 677, 741, 764 and 858 to provide for the reduction of residential sewage service charges and user fees for certain qualified senior citizens

10. Motion to adopt Resolution No. 19-2017 for a Sewage Facilities Act Plan Revision for the Betler Plan of Lots Land Development Plan

Mr. Khalil asked for clarification of what exactly the document means. Ruthann Omer stated this is a document required by DEP in the planning stages. Every time there is a sewer extension, DEP requires a planning module to be prepared to talk about calculations and the DEP also requires the Municipality to adopt the Resolution updating the original Act 537 Plan for a new development. Ms. Omer stated this is all standard language provided by the DEP and the wording cannot be changed.

11. Motion to adopt Resolution No. 20-2017 approving the sale of certain surplus Borough property to the highest bidder through Perryopolis Auto Sales Auction

12. Motion to ratify to SHACOG the Borough's intention to undertake the CD Year 43 ADA Wheelchair Lift and Doors at the Gill Hall Park Community Center

13. Motion to authorize the proper Borough officials to execute the Memorandum of Understanding between the Allegheny Intermediate Unit & Mon Valley School and the Borough of Jefferson Hills

14. Motion to turn over unpaid 2016 Borough real estate taxes to Delinquent Tax Collector for collection and to exonerate Josephine Lipnicky, Real Estate Tax Collector, from collecting 2016 Borough real estate taxes

Mr. Sockman asked how successful the Borough has been in collecting unpaid taxes in the past. Mr. Bennett replied about \$110,000 is budgeted a year for collection of delinquent real estate taxes and we have met or slightly exceeded this amount in previous years. Mr. Bennett stated the school district usually takes the lead on delinquent real estate taxes and the Borough follows suit, but liens are placed on the property so that it cannot be sold without satisfying the lien. It may take a little longer, but the Borough does get the money.

15. Motion to authorize the proper Borough officials to execute an agreement with the South Hills Area Council of Governments for the Joint Municipal O&M CCTV Inspection and Cleaning Program ó Year 7
16. Motion to authorize the proper Borough officials to execute an agreement with the South Hills Area Council of Governments for the Joint Municipal O&M Point Repair Project ó Year 6
17. Motion to authorize the proper Borough officials to execute an agreement with the South Hills Area Council of Governments for the Joint Municipal Sanitary Sewer Lining Project ó Year 11
18. Motion to authorize the proper Borough officials to execute an agreement with the South Hills Area Council of Governments for the Joint Municipal O&M Preventive Maintenance Project ó Year 7
19. Motion to accept the proposal of Jefferson Hills Lawn Equipment, Inc. in the amount of \$8,479.00 to purchase one (1) 60ö EXMARK Lazer E Series Zero Turn Mower

Mr. Sockman stated he had been meeting with John Opfar and now has an equipment list. There is \$7,000 in the budget for this mower and the revenue from selling the old mower should cover the rest.

20. Motion to award the 2017 Seal Coat Base Bid 1, adding Alternate 1 to Russell Standard Corporation, Inc. in the amount of \$86,652.55

Mr. Khalil stated he thought it was unusual to have received only one bid. Ms. Omer stated there are very few companies that perform this specialized work and this is normal to see from community to community.

21. Motion to award the bid for the 2017 Manhole Rehab Program to State Pipe Services, Inc. in the amount of \$142,625.00
22. Motion to approve Application for Payment No. 1 and Final for A.W. McNabb, LLC in the amount of \$8,400.00 for the SHACOG CD Year 42 3.11.5 ó Demolition of 6612 Sixth Street, subject to the receipt of an invoice from SHACOG
23. Motion to approve Work Authorization dated June 29, 2017 from Gateway Engineers, Inc. to prepare the evaluation, design, survey and permit application work for the Lincoln Street Railroad Crossing for the West Elizabeth Sewershed Act 537 Plan in an amount not to exceed \$22,000.00

Mr. Khalil questioned receipt of all permits from West Elizabeth before the start of this project. Ms. Omer stated that this work is done and that the street opening permit is not in place yet, but it is supposed to be coming very shortly.

24. Motion to approve Work Authorization dated June 29, 2017 from Gateway Engineers, Inc. to prepare the evaluation, design, survey and permit work for the 2,000ø force main extension as required by Clairton Municipal Authority (CMA), Wall Plan sewer line design and incorporate the CMA gravity sewer design into the Jefferson Hills CMA Act 537 Plan in an amount not to exceed \$82,000.00

Mr. Khalil asked where will the funding be coming from for this project within the budget. Mr. Bennett replied that it will come from funding being secured from bonds or another PENNVEST Loan. The funding will reimburse the Sewer Fund that amount.

25. Motion to approve additional Work Authorization dated June 21, 2017 from Gateway Engineers, Inc. for the construction, administration and inspection services for the 2017 Paving Program in an amount not to exceed \$20,000.00

Mr. Khalil stated he believed the initial submission was \$4,000, but because Mr. Lovell was doing a lot of the inspection work and has stepped down, this work is being pushed into Gateway Engineersøhands and they will monitor the work being done with the paving. Ms. Omer replied that is correct and she stated most of this work is already complete and they are following up with the appropriate paperwork. Mr. King asked for an overall assessment of the Project. Ms. Omer stated she felt that it went very well. It did take some time, but everything was well communicated and was good for this year.

26. Motion to approve Work Authorization dated June 26, 2017 from Gateway Engineers, Inc. for the Gill Hall ADA Wheelchair Lift and Doors Replacement Project in an amount not to exceed \$2,500.00

27. Discuss Delinquent Tax Collection

Mr. Khalil asked if there was a difference in performance, since the cost is borne by the delinquent tax payer and cost would not really be a factor. Mr. King stated that the ultimate objective would be to collect additional delinquent tax money, but to ascertain the statistics or win/loss of one firm over another is hard to do. Mr. Shimko added there may be some benefit or synergy to having the same collector as the School District. Mr. King stated there is no bad decision either way. Mr. Sockman asked who the School District has now. Mr. King replied McGrail & Associates. Mr. Sockman stated that it might be best to have the same delinquent tax collector as the School District that way there are not two different entities trying to collect delinquent taxes. Mr. King and Mr. Khalil stated they would both be fine with selecting McGrail & Associates for the delinquent tax collector.

28. Discuss Beedle Park Phase 1B Bids (Bid opening 10:00 a.m. on 6/30/2017, recommendation letter to be provided on 7/5/2017)

Ms. Omer stated bids were received and there were three bidders: Swede Construction Corp., Plavchak Construction Co., Inc. and Palombo Landscaping, Inc. The low bidder for the base bid was Swede Construction Corp. in the amount of \$239,710.00. The budget for the grant is \$220,000.00; \$110,000.00 coming from DCNR and \$110,000.00 coming from the Borough. There are also three add alternatives: a hose bib assembly, alternate 1 and alternate 2, both to completely replace the dugouts rather than to rehabilitate them. Ms. Omer stated that their recommendation would be for Council to consider awarding the base bid to Swede Construction Corp., but an additional \$19,710.00 will have to be funded by the Borough. Mr. Khalil asked if there was any history with this company. Ms. Omer replied she believed that Gateway Engineering had some history, but would have to double check.

29. Discuss the Jefferson Hospital Payment In Lieu of Taxes Agreement

Ms. Levander stated that the 1.5% increase per year is in line with the average Consumer Price Index of 1.6% over the last eight years. Mr. Khalil questioned if it should be more due to the amount of growth and the increase in parking Jefferson Hospital has experienced. Mr. King suggested that the Borough enter into negotiations with them. Mr. Shimko noted the dialogue would need to be opened by August 31. Mr. King suggested a committee be formed consisting of Mr. King, Mrs. Ielase and Mr. Montgomery. Ms. Levander will contact Jefferson Hospital and provide times and dates for the meeting.

30. Discuss rental options for Boards and Commissions to use park shelters/pavilions

Mr. Khalil discussed the free rental options based on the length of the term of the Board or Commission and how often they meet: Four (4), five (5) and six (6) year terms would receive two (2) rentals per term. These include: the Civil Service Commission, the Planning Commission, the Recreation Board and the Zoning Hearing Board. The Board of Library Directors has a three (3) year term and would also receive two (2) rentals per term since they meet regularly. The Environmental Advisory Council has a three (3) year term but would only receive one (1) rental per term since they rarely meet. The WESA Board and CMA Board would receive one (1) rental every two (2) years. The WESA Board does not have a specific term, but meet regularly and are very active. Mr. Montgomery asked how many people would be involved and would we lose rental income. Mr. Khalil replied that more than likely some rental income would be lost, but this was a good way to say thank you. The requests would not be accepted more than three months in advance to give first opportunity to the residents that pay. Council agreed that the pavilions at 885 and the Gill Hall Park Community Center could be used for these free rentals. A security deposit would be needed for the 885 pavilions, which would be returned if left in good condition, and a security deposit and cleaning fee would be needed to rent the Gill Hall Park Community Center. Council agreed to offer this benefit to the Boards starting in 2018. Mr. King stated that this may be readjusted in a year or so if needed.

31. Discuss funding options for the CMA Act 537 Project

Mr. Shimko stated there was a conference call with PENNVEST last week and afterwards talked with Rick Minsterman. Mr. Minsterman brought up the idea of starting to look at how the CMA project is going to be funded. Mr. Shimko continued we have had success initially with PENNVEST on the WESA Act 537

Project, but it can involve jumping through a lot of hoops. PENNVEST can move very slowly, but they may give you a lower rate with a shorter repayment period. The bond option will probably give you a higher rate, but you get a longer repayment period and the process should be a whole lot faster because the main agreement with CMA is in place. The Borough's credit is very good if you are going into the bond market. Mr. Shimko added there is an approved Act 537 Plan that has time lines and this is one of the reasons time is of the essence.

32. Discuss Waterman Road West

Mr. Shimko stated a few years back the developer talked about the Washington Square Development and possibly fixing Waterman Road when they connect into it. As we heard from Mr. Tullai, the connection has been made. Mr. Murphy came to the Borough a few weeks ago and offered, with his paving contractor, to rehab a portion of Waterman Road West. Mr. Murphy asked if the Borough would pass a Resolution that shows the work was performed, the cost of the work donated and that the Borough would assume liability. Mr. King asked how much of the road was impacted. Mr. Shimko answered that it was about 300 feet. We are still working with Southersby to nail down the cost, but it is looking at about \$57,000.00 or \$58,000.00. In this instance, it is not within the development and it has been and continues to be the Borough's road and they were just a contractor that performed the work. The only thing that the Borough is going to assume liability for is the work that is actually done in the right-of-way to the road and not up to the sides of the road and so forth. The developer acknowledged that. Ultimately, we reached an agreement and they did the project last week. All of that said, once the Borough gets the actual cost, a Resolution will be prepared and brought to Council.

33. Reports

Engineer:

- Ms. Omer stated there was a good conversation with the DEP regarding the Stormwater Ordinance. Ms. Omer is continuing to work on this and will get back to Council with more information.

Finance Officer/Treasurer

- Mr. Bennett stated the Pension Audit Exit Conference is scheduled for July 13. The audit was a great learning experience. A supervisor was brought in to do our audit and I was very fortunate to have someone very knowledgeable from which to learn. Verbally, the auditor indicated that we will not have any findings in the Audit, but will have some written observations that they want us to modify. Once we get those, we will disseminate that audit report to Council.
- Mr. Bennett stated the financial report will be in the packet.

Police Chief

- Chief Roach stated we are about a month away from the SHAGOC Police Officer Entry Level Test and advised that he is going to try and be more aggressive to get the candidates to you sooner rather than later.
- Chief Roach stated the Manager is aware that we would like to do a little remodeling in the Sergeant's office. Would like to rearrange, make things more efficient and get rid of some of the stuff that is ancient, along with the paint job that is being done. Will probably come back to Council at some point to make that further request.
- Chief Roach stated long-time resident, Mark Lewis, Deputy Sheriff, unexpectedly passed away last night. Our thoughts are with the family.
- Chief Roach stated his report will be in the packet.

Manager

- Asked Council how they felt about the paint color for the Municipal Building. Grey will be for the common areas. Mr. King said the colors were fine as long as there was nothing crazy like neon. The trim will stay green, but will be toned down to a softer green.
- Ms. Levander stated she received an email from Eric Lauver for the Healthy Kids Running Series and provided a copy to everyone. He would like to use 885 Park for their home base for the program without charge. The Series will begin on September 17 and will run for 5 consecutive Sundays from 1:30 to 5:00 p.m. Mr. Sockman asked if he had the appropriate clearances. Ms. Levander said that she would be sure that he had the clearances. Mr. Montgomery asked if the shelters were rented for those times. Ms. Levander said that she would check the schedule. Mr. King asked if she would look into those few items and let Council know.

Mayor

- Mrs. Cmar stated the weeds around the Borough signs on Route 51 need to be trimmed, especially by Ciccanti's Ristorante.
- Mrs. Cmar stated Folino Construction worked on her street this week. A gentlemen from the company gave letters to the residents letting everyone know what they would be doing and what was expected of them, not parking on the street, etc. They did a nice job.

34. General Business

Mr. Montgomery:

- Stated the SHACOG Fire Chiefs met in May and are still working on joint purchasing.

- Stated there are 5 municipalities involved with the SHACOG joint paving project.
- CD 43 begins July 1. CD 44 the status is unknown, but it is probably good to plan for a project.
- Stated a proposed Joint UCC Board was brought up to SHACOG municipalities and there wasn't a lot of interest, but Lew said he would send out a letter to the communities to see if they wanted to do that.
- Stated the SHACOG Meeting was held here last month and the Mayor and Mrs. Ielase did a great job preparing a meal. It was a great event.
- Stated the Library Association made a presentation at the SHACOG meeting. A copy was provided to Council.
- Stated he is working with Gateway Engineers to get a work authorization spreadsheet together.
- Stated the Planning Commission is working on the Zoning Ordinance revision and that it is going very well.

Mr. Sockman:

- Stated Shelter B at Andrew Reilly Park has nails popping out severely on the edge of the shelter and the roof is in very, very bad shape.
- Stated he would like to thank the officers that responded to Mark Lewis's situation on behalf of the Lewis family.
- Stated he has had an opportunity to work with John Opfar and found that he has done over and above what has been asked.
- Stated we need to get in and cut down grass and weeds in our detention ponds. Because we don't have the equipment to do it, we will rent a skid steer for a day or two. There is money in the budget for it, but just wanted to alert you that was why it was there.

Mrs. Ielase:

- Stated there was a tournament this weekend at Andrew Reilly Park and there was excess water near Pavilion B.
- Stated she would also like to pass along that the residents are very happy with Folino Construction.
- Stated people in Floreffe are happy that the Borough fixed State Street.

Mr. Khalil:

- Stated we are halfway through the year, so please review the budget provided by Mr. Bennett in the packet.
- Stated Chief Sohyda's recommendation in the Feasibility Report includes closing Floreffe and 885 and only have two fire stations, Large and Gill Hall.

Mr. King:

- Please keep the families of Mark Lewis and Doug Arndt in your thoughts and prayers.

35. Adjournment

Mr. King adjourned the meeting at 9:07 p.m. with an executive session to follow from which Council would not return on motion by Mr. Khalil, seconded by Mr. Sockman and carried unanimously.

36. Executive Session ó Personnel, Labor, Real Estate, Legal, Privileged, Legally Confidential and/or Legal Investigatory Matters

Tricia Levander
Borough Manager