

Borough of Jefferson Hills  
Agenda Meeting of Council  
November 9, 2016

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, Montgomery, Sockman, and King answered to roll call. Borough Manager Levander, Finance Officer Bennett, Solicitor Shimko, Chief Roach, Consulting Engineer Omer, and Public Works Director Lovell were also present. Council Members Reynolds, and Weber were absent and Council Member Khalil arrived at 8:00 p.m.

1. Pledge of Allegiance
2. Roll Call
3. Proclamation for Gill Hall Volunteer Fire Company
4. Citizens/Taxpayer Comments

None

5. Report from Borough Boards and Commissions

None

6. Motion to approve minutes of agenda meeting October 5, 2016

Mr. Sockman corrected a statement on the minutes which was incorrect.

7. Motion to approve minutes of regular meeting October 10, 2016

8. Motion to approve monthly bills

9. Motion to approve monthly payroll

10. Motion to tentatively adopt the proposed 2017 Borough Budget

Mr. King asked where the Borough stood regarding the Agreement with Jefferson Hospital for Payment in Lieu of Parking Tax found in the Budget under Other Taxes. Mr. Shimko stated the Agreement renews every two years unless it's renegotiated. Mr. King stated Council would like to start discussions with Jefferson Hospital this coming year regarding renegotiations.

Mr. King asked why there was nothing added to the budget amount for an In-House Borough Engineer. Mr. Bennett stated they left the line item the same because if someone was hired, it

probably wouldn't be until a little later in the year, and rather than eliminate this item, it's been kept the same to help show the cost.

Mr. Sockman asked why the amount for Sergeants under Police Protection went down from \$460,000.00 to \$375,000.00 and if we are replacing Sergeant Potts with another Sergeant. Mr. Bennett stated they currently have a patrolman salary replacing Sergeant Potts salary and they can move up a Patrolman to a Sergeant salary when that happens. Chief Roach stated they do have an eligible patrolman, and was waiting to get staffing caught up prior to discussing promoting someone. Chief Roach would like to discuss staffing in further detail in his report.

Mr. King asked if the \$35,000.00 was for the HVAC contract and, if so, how often is this bid out? Mr. Bennett stated it is for HVAC and also elevator maintenance service and generator service. Mr. Bennett did not know if the Agreement was proprietary or not. Mr. King asked if the \$72,500.00 is for the Borough Building improvements like the wallpaper. Mr. Bennett stated it does include the wallpaper and also he would like to discuss the carpet on the Police side of the building because it is not in good shape.

11. Motion to authorize the proper officers to execute the hardware and software support service agreements with Edmunds and Associates for the period January 1, 2017 through December 31, 2017 for a cost of \$5,804.00

Mr. Montgomery asked if the letter he received tonight was different from the letter he received in the packet regarding this agreement. Ms. Levander stated the letter is not different, the one tonight has the invoice attached to it.

12. Motion to accept bids for the SHACOG Purchasing Alliance 2016 Fall Commodities
13. Motion to accept the proposal of Traffic Systems and Services in the amount of \$19,100.00 to replace of the 885 VFC warning light that was damaged in a storm

Mr. Sockman asked if the Borough is responsible for the entire amount or if there is any insurance coverage. Mr. Bennett stated the Borough did receive a check from the insurance company but the Borough is responsible for a \$5,000.00 deductible.

14. Motion to approve Payment Application No. 1 and Final to Youngblood Paving, Inc. in the amount of \$98,434.05 for the 2016 Roadway Seal Coating Program – Contract B

Mr. Shimko stated the language of this motion needs to include an approval of a Change Order.

15. Motion to approve Payment Application No. 1 to Jet Jack, Inc. in the amount of \$46,312.98 for the SHACOG Sanitary Sewer Lining Project – Year 10 - Contract B, subject to the receipt of an invoice from SHACOG

16. Motion to approve Payment Application No. 2 to RedZone Robotics, Inc. in the amount of \$37,106.95 for the SHACOG O&M CCTV – Year 6 Project, subject to the receipt of an invoice from SHACOG
17. Motion to reject the single bid received by SHACOG from Liokareas Construction Company, Inc. in the amount of \$51,062.00 for CDBG Year 42 Demolition Project – 6612 Sixth Street and direct SHACOG to re-bid the project
18. Discuss all rates for the Sanitary Sewer Ordinance

Mr. Shimko gave an overview of the sewer rate increase and requested that Council authorize the preparation and advertisement of an ordinance for enactment on the new rates.

19. Discuss the proposal from Fire Fighter Sales and Service Company to provide Fire Sprinkler System Inspection and Testing for the Municipal and Public Works Facility in the amount of \$1,380.00

Mr. Lovell stated there has been no rate increase to this price.

20. Discuss the purchase of nine (9) Samsung Galaxy Tablets for Jefferson Fire Rescue to include all required hardware in the amount of \$2,362.14 and pay the monthly data plan for the tablets in the amount of \$359.91 per month

Mr. King asked what this technology would allow the Fire Department to do. Brian Chalfant stated the Active 911 Program will allow the location to appear and the GPS will give turn by turn directions. It will zoom in and give exact locations for the fire hydrants. The Hazmat Guide will be downloadable to the tablets. This will allow the Fire Companies to be connected to the County 911 Center. There is also a Railroad application.

21. Discuss a Work Authorization from Gateway Engineers dated October 31, 2016 to provide continued work on the WESA Act 537 Plan in an amount not to exceed \$5,000.00
22. Discuss the drawings and specifications for the Municipal Center Wall Refinishing Project from McLean Architects

Mr. Shimko stated the bid package language should include that the Borough can reject all bids.

23. Discuss the Gill Hall Park Basketball Proposal from the Recreation Board

Mr. Bennett stated he has spoken with Mr. Lovell and Mr. Konick about how to complete the basketball asphalt surface work once the weather is better.

24. Discuss changing the exoneration of tax collection of current year real estate taxes from June of each year to January of each year, beginning in tax year 2017, as adopted by the West Jefferson Hills School District
25. Motion to authorize the distribution of the Pennsylvania Foreign Fire Insurance allocation (tabled from 10/10/16 regular meeting)

Mr. Sockman is in favor of dividing the money equally. Mr. King feels there should be a system in place for allocating the money. Mr. King is hesitant to distribute the money any other way than how it was allocated in the past, which was 1/3 to each Fire Company because they were not informed in advance of procedures and what was expected.

Max Stanton, from the Floreffe Volunteer Fire Company, stated that most of its volunteers are too old to respond to fires and they need new members who are younger who can respond to fires because they are down to bare bones for volunteers. Mr. Sockman suggested placing the request for volunteers for all Fire Departments on the Borough website.

## 26. Reports

Fire Chief:

- Andrew Tomer stated that the Foreign Fire Insurance distribution beliefs of his Volunteer Fire Company should not be viewed as a witch hunt, but that it would like it done in a fair way, as this is about the residents.
- Reported he would like to see an Ordinance for Nox Boxes on commercial properties due to multiple false alarms. Chief Roach stated Nox Boxes are a good idea. He also suggested we should have a permit for installed alarms on commercial properties.

Mrs. Omer:

- Asked that Lawson Excavating Payment No. 2 and Final for Walton Road for \$12,827.25 be added to the Agenda
- Requested a committee be formed consisting of a Council member, Engineer, and Manager to meet with the Turnpike Commission to discuss the currently proposed cul-de-sac plans for Miller Road as part of the potential Mon/Fayette Expressway extension through the Borough. Mrs. Ielase volunteered to be on the committee.
- The Allegheny County Department of Real Estate was unable to record the previously approved Community Bank subdivision plan due to a numerical error on the Mylar. The developer has corrected the error and Mrs. Omer would like to have this put on the Planning Commission Agenda for November 22, 2016 as a recommendation for Council re-approval of the plan in December to allow it to be recorded.

Mr. Bennett:

- Reported on budget. No millage increase is being suggested.
- Reported on Workers' Compensation Audit
- Reported auditors agreed upon procedures with Hasack, Specht, Muetzel, & Wood, LLP and the audit possibly will be ready in December.

Mr. Khalil asked if they wanted to schedule the next Budget meeting. December 1, 2016 was agreed upon.

Mr. Lovell:

- Reported PA American Water has applied for a street opening permit for a waterline project on Alice and 2<sup>nd</sup> Street. This project is important due to the flooding in the area. Repaving will be done at the project is completed and then finalized in the Spring.

Mr. King instructed this item be placed on the agenda.

Chief Roach:

- Reported the patrolman entry level testing is complete. There are 8 candidates, 2 withdrew and they are now down to 6. Background checks are almost complete. Interviews will begin for hires after background checks are completed.
- Reported that he would like to request an officer be hired at December meeting.

Mayor Cmar:

- Reported she would like a letter of thanks sent to Allegheny County for Old Clairton Road work.
- Reported Ned Williams, President of Montour Trail, will be here November 15, 2016 at 3:00 p.m. for a meeting
- Reported trees will begin being decorated Friday, November 11, 2016.
- Reported Mr. Montgomery, Ms. Levander and she will be attending the Veteran's Day program.

Ms. Levander:

- Reported Allegheny County has approved CD Year 43 application Grant submission.
- Reported the DEP will be performing its MS4 audit at the Borough on December 19, 2016.

- Reported the Borough's meeting with WESA will be held November 28, 2016 at 5:00 p.m. at WESA facility building.
- Reported liens for revival will be set at \$100.00
- Reported the School District needs a new agreement to have Police cover school events and asked to put this on Monday's Agenda meeting.

Mr. King requested this be added to the agenda.

- Reported the Borough received an invoice from Economic Development South for \$5000.00 and asked if Council would like to contribute again this year. Council will not contribute this year and would like Ms. Levander to send a letter to them.

## 27. General Business

Mr. Montgomery:

- Reported SHACOG and associated fire chiefs are working on joint purchasing of equipment
- Reported on Fall Commodities
- Reported the Borough responded to the Emergency Survey Response.

Mr. Lovell:

- Reported that the Public Works Directors are getting together on November 16, 2016 to have a meeting with SHACOG.

Mr. Sockman:

- Asked where we are on the Monument at Gill Hall VFC being moved. Mr. Khalil stated Nathan Williams is an Eagle Scout who is willing to take this project on.
- Asked for an update on the Gill Hall VFC Warning Light at Gill Hall VFC. Chief Roach stated Traffic Systems was having trouble coordinating dates and times with Chief Galis.

Mr. Khalil:

- Reported that if any Council members have time on Saturday, please join the Fire Departments for their burn at 8:00 a.m.

Mr. King:

- Asked Ms. Levander to coordinate with Jane Milner to put something on Borough

- website regarding request for recruitment for volunteers for Volunteer Fire Companies.
- Reported on Educational Service Agency and asked who supervises our crossing guards currently. Chief Roach stated Sergeant Welsh currently supervises the two Crossing Guards we have. Mr. King asked if we need the Educational Service Agency. Mr. Shimko stated the Borough is not required to keep it. Mr. Shimko stated the Borough can continue to appoint and supervise the crossing guards as it is now and the ordinance can be repealed.
  - Mr. King thanked Andrew Tomer and Brian Chalfant for their service and passion to the Borough.
28. Mr. King adjourned the meeting at 9:45 p.m. with an executive session to follow from which Council would not return on motion by Mr. Sockman, seconded by Mrs. Ielase and carried unanimously.
29. Executive Session - Personnel, Labor, Real Estate, Legal, Privileged, Legally Confidential and/or Legal Investigatory Matters

Tricia Levander  
Borough Manager/Secretary