

Borough of Jefferson Hills
Agenda Meeting of Council
April 4, 2018

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, Consulting Engineer Minsterman, Borough Engineer Glistler and Public Works Director Volpe were also present. Council Member Reynolds and Vice President Weber were absent

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

A) Girl Scout Brownie Troop 16091, Susan Lesko and Carrie Fascetti Leaders, addressed Council with the following:

- Girl Scout Brownie Troop 16091 asked if Borough Council could donate a tree that Troop 16091 would be permitted to plant and maintain at Gill Hall Park as a service project with the help of the Borough's Public Works Department. Council agreed to donate the tree and Mr. Volpe confirmed help from the Public Works Department for the project near the end of May.

B) Robyn Long and Arthur Long, of 1414 Cherrywood Drive, addressed Council with the following:

- Mr. Long and his granddaughter, Robyn, explained she is the first African American to be offered the opportunity to attend the Bologna International Opera Academy in Italy for a two week workshop and international competition and solicited assistance from Council in paying Robyn's travel expenses explaining she would be a Borough emissary as she graduated from Thomas Jefferson High School prior to Ms. Long performing a song.

C) John Thatcher, of the Consolidation Task Force, addressed Council with the following:

- There were two (2) meetings this month and a spirit of cooperation is very noticeable among all three (3) fire departments. Support for Floreffe was a large topic at the first meeting with a report Floreffe has had a few new members join. A conflict arose regarding position qualifications, but a unanimous determination was made that each station would vote for whom they want in those positions, but the Fire Chief would ultimately make the decision of whether they meet the minimum qualifications for the

position. Detailed budget discussions occurred resulting in consistency with current budget and a fund drive performed under one (1) department.

- He believes the offer from the Borough to support specific capital expenditures is really going to help this consolidation effort. There are three (3) main types of equipment that will be requested in the capital budget: Diesel Exhaust Systems (which may be relocated if needed), Gear Extractors which extracts carcinogens from turn out gear, and Fire Fighters Hoods.
- Right now, ambulance service is a one-quarter (1/4) entity in Jefferson Fire and Rescue. We are looking to talk to the remnants of Jefferson Ambulance to make sure that their interest is relinquished in some way so that the assets of Jefferson Fire and Rescue may be merged into the new entity.
- A new set of Bylaws is in the works and we have gone through a first draft, but will still be a few months before they are complete.
- There may be some funding available to pay for the legal work on merger documents.
- Mr. Khalil and President King thanked Mr. Thatcher, all the members of the Task Force and all the firefighters for their help in the consolidation effort and their dedication to the Borough.

D) Max Stanton, of 1348 Walton Road, addressed Council with the following:

- Mr. Stanton wanted to know who would be liable for the road damage once the sewer line construction project is done. Mr. Minsterman answered that Walton Road is a State Road so PennDOT will be responsible.

4. Presentation by the Recreation Board on proposal provided by Core Architects

Brian Konick stated, in reviewing the 2010 Comprehensive Master Recreation Plan, it was found that the top selected recreational facility need was identified as a multiuse recreation center. Mr. Konick presented the Core Architects feasibility study proposal and stated Ryan Pierce is here to discuss any specifics. Mr. Khalil noted ongoing discussions with John Trant, the Borough Planning Consultant, who advised that to incorporate it into a global comprehensive plan would be beneficial mostly for financial reasons, especially if the Borough is looking for grant funding. Mr. Pierce addressed the difference between the Feasibility Study for New Recreation Center and a comprehensive plan stating a feasibility study would be a very small, dedicated piece of the comprehensive plan that would show include information on scope, location and cost, but the Borough would have to determine ongoing costs and their funding. Mr. Piece stated Core Architects' proposal includes a community interactive stakeholder process in which community input is solicited as to what would go into a recreation center, not whether or not the community wants one. There is also a component where demographically similar neighboring communities' recreation centers would be studied. Mr. Pierce also stated he thought it would be a great idea to update the comprehensive plan because it may influence some of the components of what might go into the recreation center. Mr. Khalil asked, if the Borough was to do the study, how long it would take to complete. Mr. Pierce responded the process depends on the capability of the stakeholder to keep up, but will take from three (3) to six (6) months. Mr. Khalil asked if the feasibility study could be done showing phased construction and Mr. Pierce responded it could if requested.

Mr. Khalil asked the Recreation Board to provide a list by August of what is needed for park improvements to be included in the Borough's Capital Plan for recreation for the next five (5) years.

5. Presentation by the Senior Leadership Team of Jefferson Hospital on the new Emergency Room Plans

Brad Grosteffon, Chief Financial Officer, Louise Urban, President and CEO of Jefferson Hospital, Kelly Kassab, Vice President of Operations, Dr. Chong Park, Cardio-thoracic Surgeon and Chief Medical Officer, introduced themselves, provided a handout and thanked Council for its time. Ms. Urban stated Jefferson Hospital opened in May of 1977 and was a combination of St. Joseph and Homestead Hospital and that many of the employees, medical staff and volunteers reside in the Borough of Jefferson Hills. She noted Jefferson Hospital became part of Highmark and the Allegheny Health Network in 2013, which has allowed Jefferson Hospital to bring new and needed services to the community. Dr. Park indicated one of the key things that following 2013 needs assessment Allegheny Health Network and Jefferson Hospital are focusing on keeping care local. Thereafter, Jefferson Hospital opened an outpatient cancer center, the first obstetrics program in 34 years in Western Pennsylvania, state-of-the-art surgical services and operating rooms, a behavioral health services and a bariatric and metabolic. Mr. Grosteffon stated Jefferson Hospital is very excited about the \$21 million expansion and renovation project for the Emergency Department. Mr. Grosteffon continued to say currently over 50,000 patients are treated in the Emergency Department annually. This project will be completed in phases to help alleviate disruption, but, basically, will expand from 37 to 49 rooms and approximately doubling the square footage. Mr. Grosteffon indicated Jefferson Hospital is going to move away from the central hub idea to a more patient centric plan with small pods throughout the Emergency Department, which will improve the outcomes and experiences for the patients. President King thanked the Senior Leadership Team for their presentation and Jefferson Hospital for their support of the community.

6. Report from Borough Boards and Commissions

A) Melissa Steffy, of the Recreation Board, addressed Council with the following:

- Community Day planning is off to a good start. There are agreements on the agenda for approval and Ms. Levander should have the band agreement in her possession as well. There will be a petting zoo, Eurobungy and Wild World of Animals presentation. Volunteers are still needed.
- Brian Konick asked about the Beedle Park baseball field being finished. Mr. Glistler responded cooperation from the weather is needed, but the contractor is aware of the items that need to be completed. President King asked that Mr. Glistler stay on top of this.

7. Motion to approve minutes of agenda meeting March 7, 2018

8. Motion to approve minutes of regular meeting March 12, 2018

9. Motion to approve the monthly bills

10. Motion to approve the monthly payrolls
11. Motion to adopt Resolution No. 8-2018 joining the Allegheny League of Municipalities in declaring April 8 – 15, 2018 as Local Government Week
12. Motion to adopt Resolution No. 9-2018 granting modification request to the Borough Subdivision and Land Development Ordinance Section 607.B and preliminary and final approval to the Subdivision Plan known as S-1-2018, McGuirk Family Limited Partnership Subdivision

Mr. Khalil asked if the comments from the County were addressed as part of the plan. Mr. Glister replied the comments were addressed.

13. Motion to approve Application for Payment No. 4 and Final to Roach Brothers in the amount of \$4,986.00 for the Wall Refinishing Project

Mr. Sockman asked if the work has been inspected and approved and Ms. Levander responded there are still some items that need to be completed. Ms. Levander stated she received an email from Dave McLean of McLean Architects in which he asked Council to consider approving this payment contingent upon the contractor completing the remaining work. President King suggested the item be pulled from the agenda rather than approving the payment prospectively. Council agreed.

14. Motion to approve Application for Payment No. 2 from Global Heavy Corporation in the amount of \$172,800.00 for work completed on the Jefferson Hills/West Elizabeth Sewershed ACT 537 Plan Capital Improvements Project Contract A
15. Motion to approve Invoice 18-101 from D & D Engineering, Inc. in the amount of \$1,415.68 for Electrical Engineering Design Services for the Jefferson Hills/West Elizabeth Sewershed 537 Plan Capital Improvement Project
16. Motion to approve Application for Payment No. 2 and Final to Ward Building & Highway Specialties, Inc. in the amount of \$4,410.00 for the Waterman Road Guiderail Project contingent upon the approval of the maintenance bond by the Borough Solicitor

Mr. Montgomery asked if this would result in the Washington Square developer opening Washington Square to Waterman Road. Mr. Volpe stated he spoke to Mr. Murphy and was told when a stop sign is put in on Waterman, Mr. Murphy will open the road.

17. Motion to approve Work Authorization dated March 22, 2018 from Gateway Engineers, Inc. for the emergency permitting, bidding, construction, administration and inspections for the Lewis Run Road Stream Restoration Project in the amount not to exceed \$25,000.00
18. Motion to authorize the proper Borough officials to execute an agreement with Pyrotecnico in the amount of \$5,250.00 for the fireworks display for Community Day

19. Motion to authorize the proper Borough officials to execute an agreement with Rockin' Bob's Disc Jockeys in the amount of \$2,500.00 for Community Day
20. Motion to authorize the proper Borough officials to execute an agreement with Family Fun Attractions in the amount of \$1,110.00 for Community Day

Ms. Steffy stated Family Fun Attractions would need to receive the deposit by Saturday, April 7 in order to hold the date. Ms. Levander responded that the check could be cut this week if Council approves. Council agreed and instructed the Regular meeting agenda should recognize the payment of the deposit.

21. Discuss 2018 Paving Program Bids (Bid opening 10:00 a.m. on 3/29/2018, recommendation to be provided on 4/4/2018)

Mr. Glister stated the bids were opened on March 29, ten (10) bids were received and the overall low bidder was Mele & Mele & Sons, Inc. The base bid included nine (9) roads within the Borough to be paved. There were four (4) alternate bids: 1. Milling and paving Waterman Road West, 2. Milling and paving Shady Timber Lane, 3. Milling misc. roads for in-house paving, 4. Milling and installing curbing along Riverview Road. Mr. Glister stated he recommends the base bid with alternates 2, 3 and 4. Mr. Glister does not recommend alternate 1 due to issues that need to be addressed on the lower portion of Waterman Road West. Mr. Khalil stated the Borough made the initial commitment to pave Waterman Road West, but it was found out in the Engineering Meeting that the lower portion of Waterman Road has sunk even further. Mr. Khalil stated the Borough does not want to pave the entire road and, later in the year, have large trucks drive over the new paving to get to the area that needs repaired.

22. Discuss the scope of work for the Beedle Park Phase 2 Project utilizing the \$100,000.00 in grant funding

Mr. Khalil stated, during the Engineering Meeting, it was discussed to construct a restroom and associated plumbing requirements including a potential tank or sewerline and grinder pump, which is on the tail end of the current phasing. Mr. Khalil stated the discussion in the Engineering Meeting then led to building the structure out a little more and plumbing it for a future concession stand. Mr. Sockman stated it was also discussed to add a storage facility for mowers and such. Mr. Khalil said he talked with the Recreation Board members and they are in agreement with this plan.

23. Discuss the Department of Environmental Protection's Stream Improvement Program concerning the streambank erosion at Lewis Run Road

Mr. Minsterman stated the resident along Lewis Run Road where the Borough is repairing the infrastructure for Jefferson Hills contacted the DEP and the DEP contacted the Borough regarding a program that is offered to residents that are sustaining damage as a result of significant stream erosion. There are funds available to place rip rap (large stones) along the banks to address an immediate concern and slow the erosion. With this program, an emergency needs to be declared for bidding and the property owner will need to obtain the emergency permit. There are telephone bids, a pre-bid meeting and an award based on bids received given to the lowest bidder, which is all facilitated by the municipality. The funds are then distributed to the municipality after the work is completed and the municipality then distributes the funds

to the contractor. Mr. Minsterman stated Mr. Glister could handle all of this so there would be no engineering cost to the Borough. The resident would sustain protection from the stream bank erosion and the property damage that is occurring. At this time, the DEP has put a hold on the project until they can do some survey work to define on what property the damage is. The Borough of Jefferson Hills owns a paper street that runs to a sewer line in that area, the Turnpike Commission has property and there is the private property. Mr. Minsterman stated that it seems as if the DEP is just making sure the funding is being provided for the resident's restoration and not the Turnpike Commission's or the Borough's. Mr. Shimko noted if this process does not fall in line with next month's meeting, there may need to be a special meeting held to get started timely.

24. Discuss proposed resolution approving the submission for the Active Allegheny Grant Program for Peters Creek Road Montour Trail Planning Study to the Redevelopment Authority of Allegheny County (RAAC)

Ms. Levander stated this is a resolution that is included in the Active Allegheny Grant submittal for the Montour Trail Study. The resolution shows that Council approves the submittal of the grant. Mr. Shimko noted that the deadline to submit is April 13, 2018. President King asked this be added to Monday night's agenda.

25. Reports

Andrew Tomer, 885 Fire Chief and Emergency Management Coordinator reported:

- There was a structure fire on Stettler Drive and within ten (10) minutes crews from all three (3) departments were on scene and the fire was extinguished.
- 885 has been in support of the consolidation since the beginning.
- The appointment of a Borough Chief and Borough Assistant Chief is time sensitive because there are things, such as standard operating procedures and guidelines, which will need to be developed under the authority of the new Chief.
- The air packs that Council provided should be delivered next week.
- Brian Chalfant has been appointed to the Emergency Management Team.
- At this point, there is no state or federal assistance available for the storms last month.
- Mr. Sockman and Mr. Tomer discussed the tanker truck sale and future plans. Mr. Tomer said they would love to replace it and see a need for it in the municipality because there are a few areas without hydrants, but funding is not available and there are other items that need to be replaced first.

Finance Officer/Treasurer Mr. Bennett reported:

- The Liquid Fuels Audit Report from 2016 was provided in the meeting packet, which incorporated all the adjustments we needed from 2014 and 2015. It is a clean audit with no findings.

- The Auditor General's 385 Report for this year has been completed. This helps calculate the foreign fire insurance monies as well as our state aid pension aid for the pension funds.
- Last month, Mr. Shimko indicated the Borough would be receiving a check from WESA from an escrow fund that was a number of years old and that check has been received.

Public Works Director Mr. Volpe reported:

- A full report has been provided to Council. So far this year there has been 60+ inches of snow. The annual average is 40 inches. With the 7+ inches of rain as well, it has been a very wet first quarter of the year.

Police Chief Roach reported:

- SHACOG notified him and the Borough Manager regarding entry level testing for police officers and requested confirmation of interest is due by May. Chief Roach stated he would like to participate again. Council authorized participation.
- Sergeant Behers' probationary period is about to expire April 16 and he is recommending she be removed from probationary status and be made a permanent Sergeant. Council agreed with Chief Roach's recommendation.
- The three (3) probationary officers have been released from the FTO program and began solo patrol.
- Mr. Sockman asked if he recalled correctly that Chief Roach mentioned having an investigator in the department. Chief Roach replied that he had and would probably look to that during the last third of the year. There are three (3) operational schedules during the course of the year and the second schedule is starting now. Chief Roach stated he would need to see how the new officers perform on their own before an officer is pulled off the road as an investigator.

Mayor Cmar reported:

- She has a meeting with Brian Konick and Louise Urban tomorrow to talk about Community Day and the recreation center.
- Spoke to some people about the school security officers or resource officers and, from what she understood, that is the responsibility of the school districts and not the municipalities. There is a program that has retired police officers taking these positions at the school and the school district would have sole financial responsibility.
- President King stated Mayor Cmar raised a good point and Council has, and will continue, to keep open communication regarding this subject to help educate the public.

Manager Levander reported:

- The Local Government Academy 2018 Municipal Intern Program Application that was submitted by the Borough was not selected by the committee.
- The preparation of the 2018 Garbage Collection Contract through SHACOG is continuing. Ms. Levander stated she has a copy of the most recent draft in her office if anyone would like to review it.
- The UGI contract was placed in front of Council tonight. It appears as though we can switch back to UGI as our natural gas supplier at a cheaper rate. Mr. Shimko has reviewed the contract and is comfortable with the language. There was one minor change that Mr. Shimko wants to make and it was agreed to by UGI.
- Two (2) letters were placed at Council's desks tonight for review. One (1) is for the Lewis Run Road issues and one (1) is for the advertising options that Council requested last month. Ms. Levander said a third letter is in process and can be provided in the next week or so. President King asked what the third letter was regarding and Ms. Levander said the overflowing creek that runs along Walton Road. President King stated at the last meeting there was a recommendation made to contact the Turnpike Commission concerning Lewis Run Road. Ms. Levander stated the Lewis Run Road letter mentioned earlier would be sent to the Turnpike Commission, Rick Saccone, Guy Reschenthaler and the DEP. President King questioned whether there had been any contact with the Turnpike Commission at this point. Ms. Levander responded not yet.

26. General Business

Mr. Montgomery noted the following with respect to SHACOG:

- Fire Chiefs had a major training event on February 17. Discussed purchasing a response vehicle for the tactical rescue team and joint bids for hoses, ladders and hose testing.
- The Public Works Committee met on March 17. The salt price is steady at \$70.20/ton. The contract extension for usage is not likely this year, so everyone must purchase 80% of the quantity requested.
- Spring Commodities bid opening was March 14.
- The solid waste draft has been released for comment and advertising is set for May with bid opening scheduled for July for a five (5) year contract.
- There was a solicitation for manhole rehabilitation which was sent to all the municipalities.
- Joint paving that may be done in February 2019.
- The joint police candidate test will be August 11, 2018.
- Possible joint purchasing for MS4 was discussed.
- The banquet is April 19 at Nevillewood Country Club.

Mr. Sockman noted:

- Welcomed Mr. Glistler.
- This year has been a breakdown year for the Public Works Department. Two (2) big trucks broke down and recently Truck #12 went down. Mr. Sockman stated Mr. Volpe is going to try to work on it in-house, but this will probably be brought back to Council later in the year. The engine may need replaced. If it can be repaired enough to get it to auction, it may bring the Borough some money. The truck cannot be taken to auction until December if that is what is decided.

Mrs. Ielase noted:

- Asked Mr. Volpe if he was able to check 885 Park bathrooms to see if the doors were put back. Mr. Volpe responded that a new door was built and all the doors are hung.
- Two (2) letters were received by couples moving into the Borough regarding taps and wanted to know if it was okay to answer them since a letter was received from CMA by the Borough. Mr. Shimko replied until the DEP says that there are taps, there are no taps. The CMA letter that was received was to the DEP asking them to take care of this. Mrs. Ielase stated the letter read they are lifting the tap ban once they receive notification from the DEP and wanted to know if she could just pass this on to the residents. Mr. Shimko said that it would be fine to tell them we are still waiting for the DEP to react before any taps will be released. President King stated it would be best to paraphrase the letter as Mr. Shimko said.
- The Library boutique sale starts next week and they are asking for volunteers to help set up and also to pack up and put away. Please stop in at the Library if you are interested.
- Originally the School District intended on purchasing one (1) metal detector, but eight (8) are now being purchased.

Mr. Khalil noted:

- The EMS merger revenue has been consistent, but collections are behind. Chief Pascoe has made some changes to the collections and will enhance those collections going forward. Mr. Khalil stated Chief Pascoe was very adamant about service to the residents remaining strong and relayed that the Elizabeth Township EMS were well credentialed and is very pleased with the work they are doing.
- Part of the discussion in the Engineering Meeting was the transition from The Gateway Engineers to Mr. Glistler and we are working through that process.

Mr. Glister is taking on some tasks and will continue to expand his role in engineering for the Borough.

- One item of concern is regarding the response from CMA to a letter Mr. Minsterman sent to CMA concerning construction cost overruns. With respect to the contaminated ground, the CMA response letter stated, the only environmental study that was available concluded that the site was not contaminated, but there is no indication what the study is from or when it took place. Yet, they follow up with some additional studies and surveys and that is when they find the contaminated soil and the cost to remediate is \$2 million. Mr. Khalil stated Mr. Minsterman is going to continue to press for answers.
- The Lick Run emergency repair came in at about \$95,000 and the Borough was anticipating around \$100,000. The Borough had budgeted \$50,000 for emergency repairs for the year.
- A letter was received from Daniel Santmeyer concerning his construction of a home in the Borough and the tap ban situation. Mr. Khalil spoke to Mr. Santmeyer's and he asked Mr. Khalil to thank his colleagues for the response he received from Council. Mr. Khalil will continue to contact Mr. Santmeyer regarding the tap situation.
- If everyone is okay with the Consolidation Task Force's job descriptions for Fire Chief and Assistant Fire Chief, review of applications could begin to get the process started.

President King noted:

- Welcomed Mr. Glister and asked him to let Council know if he needed anything.

27. Adjournment

President King adjourned the meeting at 9:12 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.

28. Executive Session – Personnel, Real Estate, Legally Privileged/Confidential and Litigation (*EQT Production Company and ET Blue Grass Clearing LLC v. Borough of Jefferson Hills*, Supreme Court of Pennsylvania, Docket No. 4 WAP 2018; *Peters Creek Sanitary Authority, Borough of Jefferson Hills and Union Township v. Clairton Municipal Authority*, Court of Common Pleas of Allegheny County, Docket Nos. SA-17-1077 and GD-17-17711)

Tricia Levander
Borough Manager/Secretary