

Borough of Jefferson Hills  
Agenda Meeting of Council  
September 7, 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, Khalil, Montgomery, Sockman, and King answered to roll call. Borough Manager Levander, Finance Officer Bennett, Solicitor Shimko, Chief Roach, Consulting Engineer Minsterman, and Public Works Director Lovell were also present. Council Members Reynolds and Weber were absent.

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

Henry Lantz:

- A) Thanked Council, Tom Lovell, Road Crew, Chief Roach, Police Officers and Mayor Cmar for all their time and work put into the Borough.

4. Report from Borough Boards and Commissions

A) Brian Chalfant

- Stated Fire Feasibility Study is being worked on and the Fire Companies will be visited soon.
- Discussed benefits and cost of notepads. Discussed how Gateway's software will work with notepads.
- Discussed 885 Fire Department tanker truck which is in need of repairs, and asked Council for financial help. Mr. Khalil and Mr. Bennett will discuss budget figures to see if the Borough has any way to help financially. Mayor Cmar will meet with Hospital to ask for their help in funding.

5. Motion to approve minutes of agenda meeting August 3, 2016
6. Motion to approve minutes of regular meeting August 8, 2016
7. Motion to approve monthly bills
8. Motion to approve monthly payroll

9. Motion to adopt Resolution No. 30-2016 designating Huntington Bank as depository of Borough funds and authorizing signatures of Borough Officials
10. Motion to adopt Resolution No. 31-2016 approving the sale of certain surplus Borough property to the highest bidder through Perryopolis Auto Sales Auction
11. Motion to adopt Resolution No. 32-2016 authorizing submission for a 75% reimbursement from the Pennsylvania Department of Transportation for a Highway Improvement Project of State Route 3021 (Walton Road), Section P-30, between Station 245+35.00 and Station 249+75.00
12. Motion to authorize the proper Borough officials to execute an agreement with SHACOG concerning the administration of the CDBG Year 42 3.11.15 Demolition Project-of 6612 Sixth Street
13. Motion to ratify the submission of a CD Year 43 Pre-Application for the ADA Wheel Chair Lift and Doors at the Gill Hall Park Community Center
14. Motion to approve Payment Application No. 4 and Final to Roto-Rooter Services Company in the amount of \$6,274.95 for the SHACOG O&M CCTV-Year 5 Project, subject to the receipt of an invoice from SHACOG
15. Motion to approve Payment Application No. 1 to RedZone Robotics, Inc. in the amount of \$6,583.50 for the SHACOG O&M CCTV – Year 6 Project, subject to the receipt of an invoice from SHACOG
16. Motion to approve Payment Application No. 1 and Final to Robinson Pipe Company in the amount of \$10,570.00 for the SHACOG Sanitary Sewer Lining Project – Year 10 Contract A, subject to the receipt of an invoice from SHACOG
17. Motion to accept the bid proposal from State Pipe Services, Inc. in the amount of \$99,400.00 for the 2016 Manhole Rehab Program
18. Motion to ratify the acceptance of a proposal from Joyce Insurance Group for property/ casualty insurance coverage (9/6/16 – 9/6/17) and workers’ compensation insurance coverage (8/31/16 – 8/31/17) in the amount of \$325,060.00

There was discussion among Council, Mr. Shimko, Mr. Bennett, and Ms. Levander that this amount is \$58,000 savings from last year and \$29,000 savings from the previous year. There has also been reduction to the Borough’s deductible from \$50,000 to \$25,000.

19. Discuss the replacement of the 885 VFC warning light that was damaged in a storm (loss amount \$22,130.24, \$5,000 deductible, Borough reimbursement \$17,130.24)

Council discussed whether the warning light could be purchased straightaway or if this would have to be advertised for bids first. Mr. Shimko advised there are exceptions to advertising for bids. Some of these exceptions include the scope of work in the area is not performed by many people, the scope of work is considered an emergency to have completed, and the product is proprietary. Ms. Levander will check into which companies are part of COSTARS or have a Cooperative purchasing agreement.

20. Discuss the PennDOT Winter Maintenance Service Agreement continuation for 2016-2017

Council members and Mr. Lovell discussed reaching out to PennDot to discuss having the Borough plow from Clairton City Line to Wall Road instead of Clairton plowing that portion of road as part of Clairton's Winter Maintenance Service Agreement

21. Discuss the purchase of the 72" tube slide in the amount of \$4,204.00 for Tepe Park and payment in the amount of \$1,800.00 for the replacement of Port-A-John's to Mr. John. (\$5,000 deductible)

Mr. Bennett explained he is trying to combine both these items, the tube slide and the replacement for the Port-A-John's, into one insurance claim to meet the \$5000 deductible because of what appears to be an arsonist regarding the Port-A-John's.

22. Discuss the request for a Municipal Benefits Services Joinder Agreement
23. Discuss a Work Authorization from Gateway Engineers dated August 30, 2016 to provide assistance with the preparation of construction drawings and bidding documents for Beedle Park Phase 1B in an amount not to exceed \$28,000.00
24. Discuss a Work Authorization from Gateway Engineers dated August 30, 2016 to provide assistance with the CDBG Year 42 3.11.15 Demolition Project-of 6612 Sixth Street for preparation of application in an amount not to exceed \$2,500.00

25. Reports

Fire Chief:

- Nothing to Report

Mr. Minsterman:

- Reported that he is finalizing a letter of response to the Borough of West Elizabeth Engineer's comments on the Borough of Jefferson Hills's proposed Act 537 Plan projects

and will forward the letter to Ms. Levander to send to West Elizabeth

Mr. Bennett

- Reported on Edmunds training
- Reported Safe Deposit Box at PNC Bank was closed
- Reported Josephine Lipnicky indicated Huntington Bank will no longer cash checks for Borough taxes accidentally made payable to the West Jefferson Hills School District. Mrs. Lipnicky has worked with the School District to remedy the problem.

Mr. Lovell:

- Requested Council consider bidding the Road Program Contract C Rejuvenation Project. After discussion with Council, President King requested this be added to Monday's agenda
- Stated Bowser Truck Division on Route 51 is closing. He is getting prices from other individuals that have the ability to inspect the large trucks.

Chief Roach:

- Reported the SHACOG Police Officer entry testing is beginning
- Requested an officer be hired in December

Ms. Levander:

- Reported she felt the meeting with the County regarding paving Old Clairton Road went well and is waiting for a response from the County.
- Discussed the areas that would be included in the bidding process for the painting of the interior Municipal Center. Council requested the Police Department and the police Administration offices be included as an alternate bid.
- Reminded Council the Workshop Session for the Sewer Rate Study will be held September 14<sup>th</sup> at 6:00 p.m.

Mayor Cmar:

- Reported Jim Sweeny would like to move the World War II Monument at Gill Hall VFC to another location because when remodeling of the building was done it now is not visible. She thought this would be a possible Eagle Scout Project.

26. General Business

Mr. Montgomery:

- Reported SHACOG and associated fire chiefs are working on joint purchasing of equipment
- Reported there is no MS4 Program Coordinator at this time
- Reported joint purchase of electric and gas is not being pursued at this time by SHACOG
- Stated there will be a remembrance at Castle Shannon on 9/11 and would like fire departments and police to attend
- Reported Lisa Brown EDS Summit to take place on Sunday, September 4<sup>th</sup> at California University.

Mr. Sockman:

- Thanked Meghan and Linda for work on the sound system
- Discussed the Borough working on an Ordinance concerning drones. Mr. Shimko said he will look into it if Council desires
- Discussed hiring for the road department. Mr. King appointed Council Members Ielase, Sockman, and Montgomery to conduct the interviews along with Ms. Levander and Mr. Lovell to select the top two candidates who Council will then interview

Mr. Khalil:

- Reported the financial audit for 885 was very good

Mr. King:

- Spoke about Gill Hall VFC securing federal grants. Tricia will verify validity first and then Jane will write a press release.
- Told staff to add four motions for four (4) appointments to the Recreation Board for the regular meeting agenda
- Stated we will add the blood drive for the Pleasant Hills American Legion to the Borough website
- Thanked Mr. Khalil for all the work he did while serving on the Engineering Committee
- Council Members Weber, Sockman, and Montgomery will make up the Engineering Committee with Mr. Montgomery serving as Chairman

27. Mr. King adjourned the meeting at 9:16 p.m. with an executive session to follow from which Council would not return on motion by Mr. Khalil, seconded by Mrs. Ielase and carried unanimously.
28. Executive Session - Personnel, Labor, Real Estate, Legal, Privileged, Legally Confidential and/or Legal Investigatory Matters

Tricia Levander  
Borough Manager/Secretary