

Borough of Jefferson Hills
Agenda Meeting of Council
October 8, 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, 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 Minsterman were also present. Council Members Reynolds and Weber were absent.

The following tentative agenda for the regular meeting of October 13, 2014 was reviewed and discussed.

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

A) Amy Pritchard - 6425 Willem Drive and Ronna Patton - 6405 Willem Drive- complained about excessive speed on Willem Drive from people driving to Tepe Park. They are suggesting the following: 1) the speed limit be lowered to 15 mph, 2) temporary speed bumps be installed during the summer months, 3) "Children at Play" signs be erected, and 4) parking be allowed on at least one side of the street. Chief Roach stated allowing parking on one side of the street is doable, but it is illegal to install speed bumps on public roads. He also advised to reduce the speed limit on a road, an engineering study must first be done. President King stated we can erect "Children at Play" signs immediately, and we will look into whether it is feasible to lower the speed limit, and if so, we will do it. He also advised the Borough is already working on adding more parking spaces to the park.

4. Report from Borough Boards or Commissions

A) Monica Stoicovy - Library Board of Directors - updated Council with the following:

- The library is still in the process of applying for a micro grant from the State to purchase new hardware to increase the wireless connectivity to cover the entire building.
- The Fall Festival on October 4th was successful.
- The library is very pleased with the new janitorial service.
- A list of requests was given to Council to consider while working on next year's budget which includes a request for a 6% increase.

5. Presentation by Montour Trail Council

Ned Williams, of the Montour Trail Council, gave a presentation with requests they would like Council to consider in the future. Borough Council indicated a willingness to work on the projects with the Trail Council.

6. Motion to approve minutes of agenda meeting September 3, 2014
7. Motion to approve minutes of regular meeting September 8, 2014

8. Motion to approve the monthly bills

Mr. Montgomery asked why a bill from Barner Plumbing is being paid out of the General Fund instead of the Bond Issue for the Public Works Complex, and Mr. Arndt replied all the money from the bond issue has already been used.

Mr. Montgomery advised he would like a Borough employee to take over maintenance of the Lick Run Pump Station to save money. Mr. Arndt replied Mr. Lovell was to check into the requirements needed for that position, and he will do it after the crush of getting the Public Works Complex finished. He needs to see how much the cost of certifying one or two employees, and weighing that against the monthly cost of the contractor who performs that service now. Mr. Khalil advised West Elizabeth Sanitary Authority offered to send one of their employees to our pump station to check it.

9. Motion to approve the monthly payrolls

10. Motion to adopt Resolution No. 41-2014 approving reimbursement of the General Fund by the General Obligation Bond Series of 2011 Project Fund in the amount of \$298,185.10

11. Motion to adopt Resolution No. 42-2014 directing distribution of the Borough's allocation of General Municipal Pension System State Aid for 2014 in the amount of \$174,270.60 as follows: Police Pension Fund \$116,180.40; Service Employees Union Pension Fund \$58,090.20

12. Motion to adopt Resolution No. 43-2014 granting preliminary and final approval of a land development plan known as SP-2-2014, EQT Training Facility and approving the modification request to the Borough Subdivision and Land Development Ordinance to allow a non-gravity sanitary sewer system

Ms. Marilyn Gelzhiser of Stantec Architecture gave an overview of the project.

13. Motion to adopt Resolution No. 44-2014 authorizing the submission of a revision to the Borough's Official Sewage Facilities Plan concerning the EQT Training Facility Land Development Plan

14. Motion to approve Payment Application No. 2 to SHACOG upon receipt of invoice for Sewer Speciality Service Company in the amount of \$63,460.08 for Sanitary Sewer O&M CCTV Inspections and Cleaning Project - Year 4

15. Motion to approve Payment Application No. 6 to A-1 Electric, Inc. in the amount of \$48,015.00 for the Public Works Complex and Salt Storage Facility Project

16. Motion to approve Payment Application No. 7 to East West Manufacturing & Supply Company, Inc. in the amount of \$135,328.50 for the Public Works Complex and Salt Storage Facility Project

17. Motion to approve Payment Application No. 8 to Vrabel Plumbing Company, LLC in the \$19,584.00 for the Public Works Complex and Salt Storage Facility Project

18. Motion to approve Payment Application No. 14 to General Industries in the amount of \$95,257.60 for the Public Works Complex and Salt Storage Facility Project

19. Motion to award bid for Waterman Road West and Lewis Run Road Restoration Projects

Mr. Khalil asked Engineer Minsterman if there is a possibility of additional costs if there is an issue found in the way they have to construct the wall on Waterman Road that is not currently specified in this bid package, and Mr. Minsterman replied there is a possibility, with a Change Order being submitted later. Mr. Lovell explained the contract was written that the depth was not to exceed a certain depth, so that any other fees associated, within reason, with this will be reimbursed by PEMA. Mr. Minsterman is comfortable with the low bidder.

20. Motion to ratify the award of a bid from SHACOG to Jadell Minniefield Construction in the amount of \$11,500.00 for CDBG Year 40 Demolition Project Phase 9

21. Motion to approve Change Order No. SP7381-CO1 dated September 19, 2014 in the total amount of \$1,860.00 with Borough share of \$930.00 for McElheny Bridge Project

22. Motion to authorize the distribution of the Pennsylvania Foreign Fire Insurance allocation in the amount of \$65,832.22 as follows: Jefferson 885 VFC (1/3) \$21,944.07; Floreffe VFC (1/3) \$21,944.07; Gill Hall VFC (1/3) \$21,944.08

23. Motion to ratify the execution of an Access Agreement concerning the WESA Act 537 Plan Project

Mrs. Cmar left at 8:03 p.m.

24. Motion to approve Designated Health Care Providers under the Borough Workers' Compensation Program

25. Motion to appoint Douglas C. Arndt as the Borough's Right-to-Know Officer

26. Motion to authorize the appropriate officials to prepare and advertise an ordinance for acceptance of Washington Drive and Greene Drive located in Phase 1 of the Washington Square development

27. Discuss request by Environmentally Sound Enterprises for Borough to provide winter maintenance on Washington Drive and Green Drive in Washington Square Phase 1 development pending acceptance of said roads (see Agenda Item No. 26)

28. Discuss Gill Hall Road sanitary sewer repair options

Mr. Minsterman recommended we relocate the line. Gateway Engineers was instructed to provide costs for: 1) to T off the line and get the required right-of-ways and 2) repair just the sagged portion of the line.

29. Discuss request by Borough Real Estate Tax Collector to increase real estate tax duplicate bill fee from \$1.25 to \$5.00 per bill

30. Discuss proposals received from Planning Consultants

Mr. Arndt explained we received only two qualified proposals. Mr. Montgomery and Mr. Arndt were instructed to interview the two firms and report back to Council.

31. Discuss appointment of Professional Service Providers (Municipal Advisor, Underwriter and Bond Counsel) for long term financing for sanitary sewer projects

Mr. Boucher explained that Huntington Bank advised underwriters are not allowed to give us financial advice due to new federal regulations. A team of advisors needs to be assembled by January. He plans to go out for RFPs in November or December and a selection by January/February 2015 at the latest. Mr. Boucher was instructed to be the point man on this project, and communicate with Mr. Arndt and Mr. King.

Solicitor Shimko stated the Draft Wastewater Treatment Agreement which went out to WESA's solicitor this week addresses potential financing issues with respect to the WESA Act 537 Plan projects.

32. Discuss Municipal Building wallpaper and paint project costs in 2014

Mr. Arndt explained the lowest estimate received for the project was \$12,000.00 to refinish the hallways upstairs of the Municipal Building including the large columns, with another \$2,000.00 to finish the restrooms. Money can be put into the 2015 budget to finish the rest of the building. At Mr. King's suggestion of doing the entire building at the same time, Mr. Arndt replied it will probably cost around \$60,000.00, and we will have to put specs together and bid it out. Mr. Arndt was instructed to get three quotes on the project.

33. Discuss purchase of additional service and items related to the Public Works Garage Complex and Salt Storage Facility Project

It was the consensus of Council for Mr. Lovell to have the fiber optic lines installed to the new Public Works Complex. Mr. Arndt and Mr. Lovell are to review the shelving and furniture request.

Mrs. Ielase left at 8:57 p.m.

34. Discuss identification signs for Municipal Center and Public Works Garage Complex

35. Review and discuss 2015-2024 Capital Improvements Plan

36. Reports

Mr. Sebastian:

- Road Improvement Program - Contract B (Seal coating) will be completed tomorrow.
- Road Improvement Program - Contract C (asphalt rejuvenation) is underway.
- Beedle Park Project is underway and the fields are scheduled to be seeded in mid-October.

- In regards to the WESA Act 537 Access Agreement, we are now looking to the Phase 1 Environmental Assessment Board. He received two quotes and the best one was a \$2,500.00 lump sum with a two-week turnaround.

- A letter was received from Gateway Engineers noting revisions to the CMA Act 537 Plan. The Planning Commission has recommended approval. Council needs to approve the Plan. Mr. King requested this be added to Monday's agenda.

Mr. Minsterman:

- The large soft spot in the ground area of Beedle Park has started to dry out. There are other smaller areas of concern that are soft due to poor drainage on the site.

Mr. King reported he met with a representative of WESA a couple of weeks ago, and the meeting was not productive. WESA offered at the meeting, that if we change the location of the holding tank, it will save us \$1M. Mr. Minsterman reported that Gateway Engineers' calculations evidence a cost savings of substantially less than WESA estimates. We need to decide where we want to put the holding tank, and if we're able to save money legitimately we want to explore that. If not, we want to move on with the property that we've been looking at.

Mr. Lovell:

- Will have his report on Monday.

Mr. Boucher:

- A copy of the seven-month financial report is in Council's packet. The Budget Committee will be reconvened this year to go over the budget with Mr. Boucher.

Chief Roach:

- As Emergency Management Coordinator, he would like to designate Andrew Tomer, 885 Fire Chief and Assistant Emergency Disaster Services Director for Western Pennsylvania Division of the Salvation Army, as Deputy Emergency Management Coordinator. He has all the same training Chief Roach has. Council does not have to vote on this, so he will make the designation.

- PennDOT met on Ridge Road and they are requesting for them to evaluate and conduct a study for the intersection, but they need a request from the Borough before they can do this. Mr. Arndt and Chief Roach were authorized to make the request.

- Trick or Treat was changed to Saturday, November 1 from 6 - 8 p.m. for safety issues due to the football game on Halloween night.

Mr. Arndt:

- The Ribbon Cutting Ceremony for the new Public Works Complex will be Saturday, November 1st from 9 a.m. to noon. Invitations will be sent to the Public Works employees, the contractors and consultants involved with the project, state elected officials, and the school board and Superintendent, as they donated some property for the site. Light refreshments will be served.

- A letter from Castor Farms requesting the Borough provide snow plowing services on the improved portion of Castor Lane. The developer advised he will install a hammerhead at the turnaround.

Solicitor Shimko:

- He hopes to have the Volunteer Fire Company Hazardous Waste Ordinance for next month's meeting.

26. General Business

Mr. Montgomery reported the Economic Development South's (EDS) website will be available on October 10th. He also reported Mark West Company is looking for riverfront property, and was instructed to put them in contact with EDS.

Mr. Montgomery requested authorization to attend *A New Look at Reviewing Subdivision and Development Plans* class through the PA Department of Community & Economic Development. He was given instructions on how to proceed with this.

Mr. Montgomery was requested by the Mayor to inquire about how to become a Military Banner Community, which she heard about at the Seven Springs Conference. He called Whitehall Borough and received an application with the requirements.

Mr. King questioned, in regards to the Military Banner Program we are starting up, if we are asking that the soldiers have honorable military discharges, and it was decided they would need to ask the Mayor this question.

Mr. King adjourned the meeting at 10:15 p.m. with an executive session to follow concerning legal and personnel matters on motion by Mr. Montgomery, seconded by Mrs. Barclay and carried unanimously
Douglas Arndt

Borough Manager/Secretary