

BOROUGH OF WHITEHALL
Notice of Meeting
December 16, 2015

The Council of the Borough of Whitehall will meet Wednesday, December 16, 2015, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
December 16, 2015

- I. Announcement - Residents to Sign In to Speak during Citizens' Requests; Speakers Allotted Three Minutes to Present their Initial Comments; All Meetings will be Recorded Auditorily and Visually
- II. Call to Order
- III. Pledge of Allegiance
- IV. Roll Call
- V. Consideration of Bills and Payroll – DePuy
- VI. Consideration of the Minutes of December 2, 2015
- VII. Citizens' Requests
- VIII. Reports of the Following Officers:
 - A. Mayor - Nowalk
 - B. Solicitor - Firman
 - C. Engineer – Omer
 - D. Manager – Leventry
- IX. Reports of the Following Committees:
 - A. Recreation – Book, Veith, Barton
 - B. Administrative Services – DePuy, Veith, Lahr
 - C. Library – Veith, Nagy, Book
 - D. Planning & Zoning – Nagy, Book
 - E. Public Works – Barton, DePuy, Lahr
 - F. Public Safety – Lahr, Barton, DePuy
- X. New Business
- XI. Adjournment

BOROUGH OF WHITEHALL

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BOROUGH OF WHITEHALL

Regular Meeting December 16, 2015

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, December 16, 2015, at 8:00 PM, for a regular meeting. President McKown called the meeting to order, followed by the Pledge of Allegiance.

President McKown announced that all meetings will be recorded auditorily and visually.

ROLL CALL:

Present: Ryan Barton
Linda J. Book
Kathleen N. DePuy
Philip J. Lahr
Robert J. McKown
Glenn P. Nagy
William J. Veith
James F. Nowalk, Mayor
Irving S. Firman, Solicitor
Ruthann Omer, Engineer

STAFF: James E. Leventry, Manager
Donald R. Dolfi, Chief of Police
Courtney M. Wertz, Administrative Assistant

CONSIDERATION OF BILLS & PAYROLL

- M-1 Mrs. DePuy moved, seconded by Ms. Book that the bills contained on the bill list presented to Council on December 16, 2015 for \$79,446.14 from the General Fund, \$1,971.00 from the Storm Sewer Fund, \$143,226.24 from the Sanitary Sewer Fund and \$93.50 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Mrs. DePuy moved, seconded by Ms. Book, that checks and transfers for \$4,685.79 from the General Fund and \$44,693.57 from the Payroll Fund be ratified. The motion carried unanimously.
- M-3 Mrs. DePuy moved, seconded by Mr. Lahr, that General Fund payroll for the period ending December 11, 2015 for \$129,854.49 as presented to Council on December 16, 2015, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

M-4 Mr. Veith moved, seconded by Mr. Lahr to approve the Minutes of the December 2, 2015 meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

Robert Greenberger, 4573 Norwin Road, appeared before Council with concerns regarding the Norwin Storm Sewer Project on his property. Ms. Omer addressed his concerns and then met with him privately for further discussion.

MAYOR:

Mayor Nowalk reported on the following items:

- Mayor Nowalk stated that Sgt. Gagorik has completed CPR, First Aid and AED re-certification on ten (10) officers whose certification was due to expire.
- Mayor Nowalk stated that the Chief reports that Officer Christopher Mayburn has completed his first six (6) months of probation. He has fulfilled all requirements of the department's "Field Training Program" and has received positive evaluations from supervisors and senior officers.
- Mayor Nowalk stated that Cub Scout Troop 288 from Saint Gabriel's, toured the police station on December 9th. Fourteen (14) scouts along with their leaders participated in the 50 minute tour conducted by Sgt. Gaebel.
- Mayor Nowalk stated that he and Mr. McKown conducted phone interviews with the applicants for the Whitehall Wildlife Committee. They will have a committee formed by the new year.

SOLICITOR:

No report.

MANAGER:

Mr. Leventry reported on the following items according to the written report given to Council:

- Budget Resolution – The resolution adopting the 2016 municipal budget has been on public display for the past two weeks.

M-5 Mr. Lahr moved, seconded by Ms. Book to read the resolution in summary form. The motion carried unanimously.

- M-6 After the reading of the resolution, Mr. Lahr moved for adoption. Ms. Book seconded the motion. On a roll call vote, Mr. Barton, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. The Resolution No. is 919.
- Wage & Salary Ordinance – The ordinance establishing wages and salaries for various Borough personnel has been on public display for the past two weeks.
- M-7 Mr. Lahr moved, seconded by Ms. Book to read the ordinance in summary form. The motion carried unanimously.
- M-8 After the reading of the ordinance, Mr. Lahr moved for adoption. Ms. Book seconded the motion. On a roll call vote, Mr. Barton, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. The Ordinance No. is 1080.
- Ordinance Amending the Personnel Policy Manual – Mr. Leventry prepared an ordinance amending the personnel police manual with respect to Police Communications Personnel vacation accrual.
- M-9 Mr. Lahr moved, seconded by Mr. Veith to read the ordinance. The motion carried unanimously.
- M-10 After the reading of the ordinance, Mr. Lahr moved for adoption. On a roll call vote, Mr. Barton, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. The Ordinance No. is 1081.
- Board/Commission Appointments – The following individuals have agreed to continue their service as indicated:

Dominic Evangelista – 4 year term on the Planning Commission

Donna Goedert & Stephanie Stumpft – 3 year terms on the Recreation Board

Mark Christman – 3 year term on the Zoning Hearing Board

Brian Rampolla – 3 year term on the Multi-Municipal Shade Tree Commission

Andrew Sakmar – 2 year terms on the SHACOG Joint Rate Review Board and the Franchising Authority Board

The individual whose term on the UCC Appeals Board expires at the end of the year has moved from the Borough. Mr. Leventry recommended Barth Olds, 4720 Brownsville Road, for the position. Mr. Olds is a mechanical engineer and has assisted the Borough with numerous projects over the years. His term would be for 3 years.

- M-11 Mr. Veith moved, seconded by Mr. Lahr to approve all the aforementioned appointments. The motion carried unanimously.

- Letters of Support – Economic Development South is asking Council to submit a letter of support on behalf of the Multi-Municipal Shade Tree Commission's application to TreeVitalize for the planting of between 15-25 trees within the Whitehall municipal complex. Council received a sketch showing the proposed planting locations.

Mrs. DePuy expressed concerns about visibility issues if trees where to be planted on the hill in front of the police station. Mr. Nagy stated that trees secured by grants are usually low growing trees in order to avoid overhead utility lines.

M-12 Mr. Lahr moved, seconded by Mr. Veith to submit a letter of support on behalf of the Multi-Municipal Shade Tree Commission's application to TreeVitalize. The motion carried unanimously.

- Third Party Review – Mr. Leventry stated that he received a list of three engineering firms from Ms. Omer that she recommends soliciting for a third party review of the development at the Sisters of Saint Francis site. He requested permission to submit Requests for Proposals.

M-13 Mr. Veith moved, seconded by Ms. Book to authorize Mr. Leventry to submit RFPs to the engineering firms. The motion carried unanimously.

Mr. Barton requested that next year the proposed budget resolution be placed on the Borough website prior to adoption.

RECREATION:

Ms. Book stated that Senator Guy Reschenthaler is sponsoring tomorrow's Senior Social.

Ms. Book stated that the Recreation Board is preparing for the Comedy Show on February 27th.

Mr. McKown stated that Kelly Joyce has been meeting with representatives from Caste Village regarding next year's events. The new recreation committee and Mr. Leventry will follow up with her.

ADMINISTRATIVE SERVICES:

Mrs. DePuy stated that the Lobby Planning Committee met. Approximately \$4,000 will be allocated for carpeting, \$1,000 for furniture and \$6,000 for lighting and electric work.

Mr. McKown suggested installing USB outlets at the laptop station.

M-14 Mrs. DePuy moved, seconded by Mr. Lahr to authorize the purchases. The motion carried unanimously.

LIBRARY:

Mr. Veith stated that there was a meeting on December 9th. The Library Board stated that the Book-tober event was a success.

Mr. Veith stated that the two new Library Board members will be at the January 4, 2016 Council Meeting to introduce themselves.

Mr. Veith stated that the Library Christmas Party was very nice.

Mr. Leventry reminded Council that the first meeting in January is Monday January 4th.

PLANNING & ZONING:

Mr. Nagy stated that there was a meeting last night. The Planning Commission finalized the Overlay District Plan.

PUBLIC WORKS:

No report.

PUBLIC SAFETY:

Mr. Lahr stated that the SHACOG Purchasing Alliance bids for 2016 police vehicles have been reviewed. The Chief requests authorization to place an order for one (1) Ford All Wheel Drive Police Utility vehicle with Day Ford, Inc. The price of the vehicle will be \$28,638.00. Delivery of the vehicle is expected within 90-120 days.

M-15 Mr. Lahr moved, seconded by Mr. Veith to authorize the Chief to purchase one (1) Ford All Wheel Drive Police Utility vehicle from Day Ford, Inc. at a cost of \$28,638.00. The motion carried unanimously.

Mr. Lahr stated that the Civil Service Commission has released the top three candidates on the police officer eligibility list. The Chief requests that he work with the manager to schedule council interviews in January. Officer Boehm's last day of work will be January 29, 2016. Mr. Leventry will work with Council to schedule the interviews.

NEW BUSINESS:

Mrs. DePuy stated that judging for the Christmas House Decorating Contest will be December 20th at 6 PM.

Mayor Nowalk stated that he attended the last religious service at the Sister of Saint Francis site on December 12th. It was a beautiful ceremony with a reception held at the Cool Springs Sports Complex.

ENGINEER:

Ms. Omer reported on the following items; members of Council received written copies of the Engineer's report:

- Echo Glen Watershed Study – The final options for detention on the golf course have been prepared and cost estimates provided to the Manager. A meeting with representatives of the Country Club, Manager, and Engineer will be set up to review the options and see how we will proceed after the first of the year.
- 2015 Capital Lining Project – The 2015 Capital Lining Project was awarded to Jet Jack, Inc. The majority of the work has been performed and half of the data has been submitted and reviewed. Payment Application No. 1 was submitted for review and is recommended for payment.

M-16 Mr. Lahr moved, seconded by Mr. Barton to approve Payment Application No. 1 in the amount of \$162,872.28 to Jet Jack, Inc. The motion carried unanimously.

- Ms. Omer provided an update on her meeting with Robert Greenberger. Mr. Greenberger will not grant an expanded easement to the Borough. The project will proceed as planned. Most of his complaints were in regards to the gas company doing work on property and not restoring it. Mr. Firman will look into the legality of establishing more oversight for utility work in the Borough.
- Ms. Omer stated that the resident at 4620 Norwin Road has requested the Borough install a swale and manhole at the property as part of the ongoing project. It would require a change order in the amount of \$11,700.00 and the property owner agreed to be responsible for maintenance.

M-17 Mr. Lahr moved, seconded by Ms. Book to approve Change Order No. 1 in the amount of \$11,700.00 and for permission to work with Mr. Firman on drafting an agreement in which the maintenance of the swale would be tied to the property in the event that the current property owner sells the property. The motion carried unanimously.

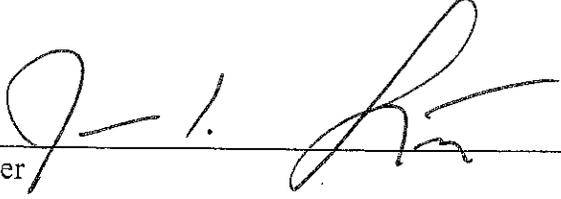
- Ms. Omer provided an update on 112 Whitehill Circle. Gateway Engineers is continuing to work with the resident.

ADJORNMENT:

M-18 Mr. Lahr moved, seconded by Mrs. DePuy to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 9:34 PM.

READ AND APPROVED THIS DAY OF JANUARY 4, 2016:



Manager

