BOROUGH OF WHITEHALL
Notice of Meeting
January 20, 2016

The Council of the Borough of Whitehall will meet Wednesday, January 20, 2016, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
January 20, 2016

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 – McKown

VI. Consideration of the Minutes of January 4, 2016

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. Administrative Services – McKown, Veith, Nagy
- B. Library – Barton, Book, DePuy
- C. Planning & Zoning – DePuy, Veith, Book
- D. Public Works – Book, Barton, Nagy
- E. Public Safety – Veith, McKown, Barton
- F. Recreation – Nagy, DePuy, McKown

X. Delegate Reports:

- A. Allegheny County Boroughs Association – Book, DePuy
- B. Chamber of Commerce – Veith
- C. Economic Development South -Book
- D. Medical Rescue Team South Authority – McKown, Lahr
- E. South Hills Area Council of Governments – Veith
- F. 3 Rivers Wet Weather – Book

XI. New Business

XII. Adjournment

BOROUGH OF WHITEHALL

INDEX
MINUTES OF THE JANUARY 20, 2016 COUNCIL MEETING

****

	Motion	Page
Bills, Payroll - Approve	M-1,2,3	2
January 4, 2016 Meeting Minutes – Approve	M-4	2
Payment to State Pipe Services, Inc. – Approve	M-5	3
Payment to Independent Enterprises – Approve	M-6	3
Payment to Lawson Excavating, Inc. – Approve	M-7	4
Steeplechase Lot 502 Revised – Approve	M-8	4
Resolution No. 921 – SHACOG Appointments	M-9,10	4-5
Ordinance No. 1083 – PHA Pre-Treatment	M-11,12	5
Audit Proposal – Accept	M-13	5
Third Party Reviews – Accept	M-14	5
2016 Road Program – Accept	M-15	6
Ordinance No. 1084 – 2016 Tax Rate	M-16,17	6
Offer of Employment – Extend	M-18	8
Adjournment	M-19	9

BOROUGH OF WHITEHALL

Regular Meeting January 20, 2016

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, January 20, 2016, at 8:00 PM, for a regular meeting. President Lahr called the meeting to order, followed by the Pledge of Allegiance.

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

ROLL CALL:

Present: Ryan Barton (arrived at 8:31 PM)
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 Mr. McKown moved, seconded by Ms. Book, that the bills contained on the bill list presented to Council on January 20, 2016 for $291,584.19 from the General Fund, $24,833.21 from the Sanitary Sewer Fund and $66,105.00 from the Construction Fund be approved. The motion carried unanimously.

M-2 Mr. McKown moved, seconded by Ms. Book that checks and transfers for $4,716.27 from the General Fund and $46,358.97 from the Payroll Fund be ratified. The motion carried unanimously.

M-3 Mr. McKown moved, seconded by Ms. Book, that General Fund payroll for the period ending January 8, 2016 for $131,597.14, as presented to Council on January 20, 2016, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

Mrs. DePuy stated that the name of the conference she and Ms. Book attended is incorrect. It was the International Foundations Conference, not PSAB. The correction was made on page 3.

M-4 Mr. McKown moved, seconded by Ms. Book to approve the Minutes of the January 4, 2016 meeting with corrections. The motion carried unanimously.

CITIZENS' REQUESTS:

None.

MAYOR:

The Mayor presented his report for December 2015:

EMS Assists	136
Court/Hearings/Pretrial	78
Accidents	26
Criminal Arrests (1 DUI)	17
Traffic Stops	78
Traffic Details	35
Written Traffic Citations	32
Written Warnings Traffic Violations	37

Total amount of money collected and turned over to the Borough during December 2015, amounted to $3,855.09; the breakdown is as follows:

MVC from District Magistrate	$994.99
Crimes Code and Code violations from District Magistrate	$878.28
Parking Fines	$710.00
Copies	$120.00
Miscellaneous (solicitor permit)	$0.00
Fines from Clerk of Courts	$1,151.82

Mayor Nowalk reported on the following items:

- The Borough reported 7.14 percent of the calls to animal control services in December.

- Mayor Nowalk stated that on January 18th the Chief, Deputy Chief and Officer Artman attended a meeting with the school district Superintendent and the district's building principals and vice principals. The purpose of the meeting was to review the role and responsibilities of the School Resource/DARE officer. The Chief reports that the meeting went very well.

- Mayor Nowalk stated that the Whitehall Wildlife Committee met on January 14th. All members were in attendance. The committee's first team building project will be to understand the causes of Lyme disease. Future meetings will be held on the second Wednesday of every month at 7 PM. Mr. McKown stated that the meeting went very well.

SOLICITOR:

Mr. Lahr asked for an update on a property on Oakridge Drive. Mr. Leventry stated that a building permit was issued in September.

ENGINEER:

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

- Operations & Maintenance Plan – The 2015 CCTV Contract is underway. State Pipe Services is completing the work.

M-5 Ms. Book moved, seconded by Mrs. DePuy to approve Payment Application No. 2 in the amount of $40,931.52 to State Pipe Services, Inc. The motion carried unanimously.

- Norwin Storm Sewer Project – All work has been completed except for restoration which will likely take place in the spring.

M-6 Ms. Book moved, seconded by Mr. McKown to approve Payment Application No. 1 in the amount of $113,867.00 to Independent Enterprises. The motion carried unanimously.

- 2015 Inlet Replacement Project – All work has been completed by Lawson Excavating, Inc. This was the first time the Borough worked with them and they did a good job. The maintenance bond is in order.

M-7 Mr. McKown moved, seconded by Ms. Book to approve Payment Application No. 1 and Final in the amount of $45,633.00 to Lawson Excavating, Inc. The motion carried unanimously.

- Whitehill Circle – Ms. Omer is working with a contractor to resolve an ongoing issue a resident is having.

- Steeplechase Lot 502 Revised – The Planning Commission has reviewed the proposed Steeplechase Lot 502 Revised plan and is recommending approval of the Subdivision Plan.

M-8 Mrs. DePuy moved, seconded by Ms. Book to approve Steeplechase Lot 502 Revised. The motion carried unanimously.

- Overlay District – The Planning Commission has reviewed and recommended acceptance of the Overlay District. Ms. Omer is working with the Solicitor and will have a final Ordinance at the next meeting for Council to review and schedule a public hearing.

- Norwin Drive – Ms. Omer stated that one resident is unhappy with the placement of an inlet in her side yard. Gateway is working with the contractor to obtain a price to move or modify the inlet per the Borough's recommendation. Once Gateway has the cost, they will review it with the Borough staff.

- Other Projects – The projects on Highgrove and McKee are about halfway done.

MANAGER:

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

- SHACOG Resolution – SHACOG requires that the appointments to their Franchising Authority and Rate Review Boards be made via Resolution versus a simple motion.

M-9 Mr. McKown moved, seconded by Mr. Veith to read the Resolution. The motion carried unanimously.

M-10 After the reading of the Resolution, Mr. McKown moved for adoption. Ms. Book seconded the motion. On a roll call vote Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. The motion carried unanimously. The Resolution No. is 921.

- PHA Pre-Treatment Ordinance – the Pleasant Hills Authority is asking all participating municipalities to adopt new sewage pre-treatment standards for flow to their plant. They apply primarily to industrial users. The new standards must be adopted by Ordinance.

M-11 Mr. McKown moved, seconded by Ms. Book to read the Ordinance. The motion carried unanimously.

M-12 After the reading of the Ordinance, Mr. McKown moved for adoption. Ms. Book seconded the motion. On a roll call vote Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. The motion carried unanimously. The Ordinance No. is 1083.

- Mr. Lahr stated the he is changing the delegate appointments for Council. Mr. Nagy will be the EDS delegate instead of Ms. Book.

- Audit Proposal – Maher Dussel has submitted their proposal to conduct Borough audits for the years 2015-2017. Prices are $15,200, $15,656 and $16,125 which Mr. Leventry believes are in line for this service. Mrs. Depuy suggested looking at proposals from other companies.

M-13 Mr. McKown moved, seconded by Mr. Veith to accept Maher Dussel's Audit Proposal for one year only. Mr. Lahr, Mr. McKown, Mr. Nagy and Mr. Veith voted yes. Ms. Book and Mrs. DePuy voted no. The motion carried 4-2.

- Third Party Review Proposals – Council authorized requesting proposals from three engineering companies and one traffic engineering company to perform third party reviews with respect to the development of the former Sisters of St. Francis property. Two of the three engineering companies submitted a proposal, with Widmer Engineering submitting the lower rates. David E. Wooster and Associates did submit a proposal for traffic engineering services. The Borough has used Wooster on prior projects and their work has always been acceptable. The third party review would be paid for by the developer.

M-14 Mr. Veith moved, seconded by Ms. Book to accept the Widmer and Wooster proposals. The motion carried unanimously.

- 2016 Road Program – Mr. Leventry has received a proposal from Gateway Engineers for the 2016 Road Program.

M-15 Mr. McKown moved, seconded by Ms. Book to accept the proposal. The motion carried unanimously.

- Wakefield Drive Curbs – Mr. Leventry stated that Wakefield Drive is on the street list for the 2016 Road Program. It currently has all concrete curbs. It would cost approximately $44,000 to replace the existing curbs with concrete, $8,000 to replace the existing curbs with asphalt or $22,000 to replace only the bad curbs with concrete. Ms. Omer will get quotes from contractors for both concrete and asphalt options.

- Hazard Mitigation Plan – The Borough's current Hazard Mitigation Plan will expire in February. It must be renewed every 5 years. Currently the Borough participates in the County's Hazard Mitigation Plan. Mr. Leventry will have a Resolution at the next meeting for adoption.

- Real Estate Tax Ordinance – Having received the 2016 Borough-wide assessment from the County, Mr. Leventry prepared the tax rate ordinance based on the figures contained in the 2016 budget. The millage rate will be 4.35.

M-16 Mr. McKown moved, seconded by Ms. Book to read the Ordinance.

M-17 After the reading of the Ordinance, Mr. McKown 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 moved for adoption. The motion carried unanimously. The Ordinance No. is 1084.

Mr. McKown inquired about the former Sisters of St. Francis property being added to the tax rolls. Mr. Leventry will look into the matter.

ADMINISTRATIVE SERVICES:

Mr. McKown stated that Mr. Leventry and Miss Wertz are working on salary comparisons for certain staff positions via the SHACOG handbook.

Mr. Lahr requested an executive session after the meeting for personnel matters.

LIBRARY:

Mr. Barton stated that the LEARN Bus dates are on the Library website. He also stated that there is a LEARN Bus YouTube video.

Mr. Veith introduced Christine Lakomy from the Library Board. Ms. Lakomy gave a report.

Mr. McKown stated that Paula Kelly was approached by the School District this week to offer students special vocational training. The Library will be hosting an individual to work there Monday through Thursday for a couple hours to develop life skills.

PLANNING & ZONING:

Mrs. DePuy stated that next year the award certificates for the Annual Christmas House Decorating Contest will be made in-house. The lawn signs will also be replaced with door notices.

Mrs. DePuy stated that Council should take a closer look at Mr. Firman's comments on potential litigation for a zoning issue.

Mrs. DePuy stated that the Parks Committee will meet at 4 PM tomorrow.

PUBLIC WORKS:

Ms. Book recognized Eric Harris in the audience.

Ms. Book stated that residents should be aware of their neighbors that may need assistance during the winter weather.

Ms. Book reminded everyone of the Borough Ordinances regarding parking and snow removal.

Ms. Book thanked Mr. Leventry for calling PA American Water Company to handle an issue on Grove Road. They are working to fix it.

PUBLIC SAFETY:

Mr. Veith stated that interviews for a new police patrolman were held.

M-18 Mr. Veith moved, seconded by Ms. Book to extend a conditional offer of employment as a probationary police officer to Carl R. Morosetti Jr. effective March 1, 2016. This conditional offer of employment is contingent upon successful completion of a physical and psychological examination. The motion carried unanimously.

Mr. Veith stated that the Chief reports that the installation of the Video and Audio recording equipment in the interview room has been completed. A training and testing period will be scheduled for the officers.

Mr. Barton inquired about an article he read in the newspaper regarding the School Resource Officer. Chief Dolfi stated that until the new School Board accepts the cost sharing offer there is a memorandum of understanding in place. The Mayor has directed the Chief to place the School Resource/DARE Officer in the schools on a trial basis until the end of the school year. The Officer is also attending training classes.

RECREATION:

Mr. Nagy stated that new officers were elected on the Recreation Board.

Mr. Nagy stated that the comedy show is February 27th. Currently 60 of the 250 tickets have been sold. Kelly Joyce is searching for a new sponsor since Comcast can no longer do it. Mr. Barton will assist with the sponsorship search.

Mr. Nagy stated that the Movies in the Park will continue this summer at Caste Village. The Farmers Market will move to Weyman Plaza.

DELEGATE REPORTS

ACBA – Ms. Book stated that the ACBA Banquet is February 6th. Ms. Book also stated that April 6th is the deadline to submit resolutions to PSAB for consideration at the annual meeting. She will be presenting one at the next Council meeting.

CHAMBER OF COMMERCE - Mr. McKown stated that a golf outing is scheduled for September 19th. The Chamber Golf Day will most likely be August 22nd. They have also formed a membership committee to get more involvement.

EDS – Mr. Nagy stated that the next meeting is January 27th.

MRTSA- Mr. McKown stated that MRTSA has sent out RFP's to replace their solicitor. There is a meeting next Wednesday.

SHACOG- Mr. Veith stated that the next meeting will be in Heidelberg. Mr. Lahr will attend the February 18th meeting in Scott Township. The October 20th meeting will be at Whitehall Borough.

3RWW- Ms. Book stated that the three Basin groups may meet with representatives from the EPA.

NEW BUSINESS:

Ms. Book stated that she has found a volunteer to enter the location of the Whitehall Military Banners in Whitehall into an app for residents to easily search.

ADJORNMENT:

M-19 Mr. Veith moved, seconded by Ms. Book to adjourn the motion. The motion carried unanimously.

The meeting adjourned at 9:20 PM.

READ AND APPROVED THIS DAY OF FEBRUARY 3, 2016:

Manager