



BOROUGH OF WHITEHALL
Notice of Meeting
February 3, 2016
8:00 PM

The Council of the Borough of Whitehall will meet Wednesday, February 3, 2016, at 8:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
February 3, 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 20, 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. Recreation – Nagy, DePuy, McKown
 - B. Administrative Services – McKown, Veith, Nagy
 - C. Library – Barton, Book, DePuy
 - D. Planning & Zoning – DePuy, Veith, Book
 - E. Public Works – Book, Barton, Nagy
 - F. Public Safety – Veith, McKown, Barton
- X. Delegate Reports:
 - A. Allegheny County Boroughs Association – Book, DePuy
 - B. Chamber of Commerce – Veith
 - C. Economic Development South -Nagy
 - D. Medical Rescue Team South Authority – McKown, Lahr
 - E. South Hills Area Council of Governments – Veith, Lahr
 - F. 3 Rivers Wet Weather –Book
- XI. New Business
- XII. Adjournment

BOROUGH OF WHITEHALL

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BOROUGH OF WHITEHALL

Regular Meeting February 3, 2016

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, February 3, 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
Linda J. Book
Kathleen N. DePuy
Philip J. Lahr
Robert J. McKown
Glenn P. Nagy
William J. Veith (via telephone)
Irving S. Firman, Solicitor
Bryan W. Flaugh, P.E. – Gateway Engineers

Absent: James F. Nowalk, Mayor
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 February 3, 2016 for \$204,909.77 from the General Fund, \$169,269.39 from the Storm Sewer Fund, \$557,103.47 from the Sanitary Sewer Fund and \$16,969.00 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Mr. McKown moved, seconded by Ms. Book that checks and transfers for \$5,308.81 from the General Fund and \$49,227.50 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 22, 2016 for \$137,782.54, as presented to Council on February 3, 2016, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

M-4 Ms. Book moved, seconded by Mr. McKown to approve the Minutes of the January 20, 2016 meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

None.

MAYOR:

Mr. McKown presented the Mayor's report for January 2016:

EMS Assists.....	141
Court/Hearings/Pretrial	110
Accidents	24
Criminal Arrests (5 DUI).	19
Traffic Stops	137
Traffic Details	49
Written Traffic Citations.	52
Written Warnings Traffic Violations.	66

Total amount of money collected and turned over to the Borough during January 2016, amounted to \$4,803.17; the breakdown is as follows:

MVC from District Magistrate	\$1,058.66
Crimes Code and Code violations	
from District Magistrate	\$599.05
Parking Fines	\$960.00
Copies	\$285.00
Miscellaneous (Mechanical License Fees)	\$1,450.00
Fines from Clerk of Courts	\$450.46

Mr. McKown reported on the following items:

- Mr. McKown stated that the Solicitor sent the Chief a copy of the proposed amendment to Chapter 171.28, "Special Purpose Parking Zones." The proposed amendment was distributed to the Deputy Chief and Traffic Sergeant for comments.
- Mr. McKown stated that officers have begun attending Mandatory In-Service training, 12 hours per officer, which is required by the state.

SOLICITOR:

Mr. Firman distributed copies of a Resolution to Council regarding maintenance of drainage facilities within state road rights-of-way.

M-5 Mr. McKown moved, seconded by Mrs. DePuy to read the Resolution. The motion carried unanimously.

M-6 After the reading of the Resolution, Mr. McKown moved for adoption. Mrs. DePuy 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 motion carried unanimously. The Resolution No. is 922.

Mrs. DePuy will send a copy of the Resolution to the PSAB Policy and Resolution Committee.

Ms. Book will take copies to the ACBA Banquet this weekend to share with other municipalities.

Mr. Firman distributed copies of the SEO Ordinance to Council. He requested authorization to advertise the ordinance to be considered at the April 6 Council Meeting.

M-7 Mr. McKown moved, seconded by Ms. Book to authorize the Solicitor to advertise the SEO Ordinance. The motion carried unanimously.

M-8 Mr. McKown moved, seconded by Ms. Book to read the Ordinance in summary form and place it on public display. The motion carried unanimously.

Mr. Firman requested Council to ratify the Chief's actions regarding executing the Memorandum of Understanding concerning the SRO/DARE Officer's start date of October 15th.

M-9 Mr. McKown moved, seconded by Mr. Nagy to ratify the Chief's actions regarding executing the Memorandum of Understanding concerning the SRO/DARE Officer's start date of October 15th. The motion carried unanimously.

ENGINEER:

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

- Doverdell Drive Watershed Project – Gateway has completed the resident meetings with those who requested. They are continuing to finalize the construction drawings, work towards necessary easements and permit applications. A meeting was held with the Borough Manager and Borough Solicitor to review the proposed easements and conflicts with existing decks and porches. A letter was sent to the residents with whom Gateway has not yet met.
- Operations & Maintenance Plan – The 2015 CCTV Contract has been completed by State Pipe Services Inc.

M-10 Mr. Barton moved, seconded by Ms. Book to approve Payment Application No. 3 and Final in the amount of \$9,027.87 to State Pipe Services, Inc. The motion carried unanimously.

- Norwin/McKee Storm Sewer Project – All major storm sewer work has been completed. Restoration which will take place in the spring.

M-11 Mr. McKown moved, seconded by Mr. Barton to approve Payment Application No. 2 in the amount of \$31,982.70 to Independent Enterprises. The motion carried unanimously.

- 2016 Road Program – A list of streets has been prepared. The project will be bid with results to be presented to Council at the April 6th meeting.

Mr. McKown asked for an updated timeline on the Doverdell Project in order to research funding options. Mr. Leventry stated that once easements from residents are secured they can look into funding options.

MANAGER:

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

- Resolution Adopting the County Hazard Mitigation Plan – Council will be asked to adopt a Resolution adopting the Allegheny County Hazard Mitigation Plan as opposed to adopting its own Borough plan. By adopting the plan, the Borough will be able to apply for FEMA/PEMA funds should a qualifying emergency occur in the Borough.

M-12 Mr. McKown moved, seconded by Ms. Book to read the Resolution. The motion carried unanimously.

M-13 After the reading of the Resolution, Ms. Book moved for adoption. Mrs. DePuy 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 motion carried unanimously. The Resolution No. is 923.

- Electronic Recycling Opportunity – Commonwealth Computer Recycling LLC is offering to conduct municipal electronic recycling programs for interested communities. The company would supply a truck and three men from 10:00AM to 1:00PM on Saturday, June 4th. They charge \$750 plus 20 cents per pound of collected items. Mr. Leventry's best estimate would be a total of possibly \$3,000.00. They will accept televisions and electronic items. Mr. Leventry recently received notification from the DEP that the Borough's Act 904 recycling grant application has been approved, totaling \$15,000. Funds from the grant proceeds could be used to pay for this program. Best Buy notified the Borough today that they will no longer accept electronics for recycling, so that eliminates an existing resource. Mr. Leventry stated that the office receives probably more calls about electronic recycling than any other single issue. June 4th is also Community Day, so the program could tie nicely into that event.

M-14 Mr. McKown moved, seconded by Ms. Book to approve the electronic recycling proposal from Commonwealth Computer Recycling LLC. The motion carried unanimously.

The information will be publicized via the Borough website, a SwiftReach Notification, a post on the Whitehall Borough Police Facebook page and the upcoming Spring/Summer Borough Bulletin.

RECREATION:

Mr. Nagy stated that the Recreation Board will meeting next Monday.

Mr. Nagy stated that the comedy show is February 27th.

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. McKown stated that he recently read an interesting article about eliminating traditional evaluations of employees. He will share the article with Council.

Mr. McKown stated that the Administrative Services Committee will meet when Mr. Veith returns.

M-15 Mr. McKown moved, seconded by Ms. Book to authorize the Pension Committee to meet to discuss early retirement options under Act 600. The motion carried unanimously.

LIBRARY:

Mr. Barton stated that the First Commonwealth building is under agreement for purchase. The Library currently stores books there. Ms. Book stated that she has reached out to Baldwin United Methodist Church about possibly storing items on their property. Mr. McKown reached out to Greg Jones of EDS about working with the new owner to extend the Library's storage time there until a new location is found.

PLANNING & ZONING:

Mrs. DePuy stated that the Planning Commission is in agreement with the SEO Ordinance. It was sent to the County for review. They have 45 days to review it. The Planning Commission will review the County's suggestions and Council will review the final document at the April 6th meeting.

Mrs. DePuy stated that there is no Planning Commission meeting this week.

PUBLIC WORKS:

Ms. Book stated that Public Works did a great job clearing the roads during the recent snowfall.

Mr. Leventry stated that there is a possibility the Borough may not meet their minimums on the two salt contracts if snowfall continues to be light in February and March.

PUBLIC SAFETY:

No report.

DELEGATE REPORTS

ACBA – Ms. Book stated that the ACBA Banquet is February 6th. Four council members are attending. There will be a speaker on Pension Education. Ms. Book also stated that she will present Resolution 922 to the PSAB Policy and Resolution Committee. Ms. Book stated that Representative Bill Kortz will sponsor legislation that denies vacation time to members of the State Legislature during budget impasses.

CHAMBER OF COMMERCE - Mr. McKown stated that there is a meeting tomorrow at noon at the South Hills Country Club. The golf outing is scheduled for September 19th.

EDS -- Mr. Nagy stated that Macy's will be leaving Century III Mall. Greg Jones is working with the new owners for more tenants.

MRTSA- Mr. McKown stated that MRTSA has sent out RFP's to replace their solicitor. The submissions will be opened on February 12th. Mr. McKown also gave the Borough a copy of MRTSA's MDNA for 2015.

SHACOG- Mr. Veith stated that the new delegates were introduced at the last meeting. Mr. Lahr will attend the February 18th meeting in Scott Township.

3RWW- Ms. Book stated that there was a Wet Weather Webinar held on January 28th.

NEW BUSINESS:

Mr. Lahr stated that residents in Steeplechase are experiencing problems with Duquesne Light working on boxes in the area and turning off power without warning. Mr. Leventry will contact Duquesne Light and possibly the Public Utility Commission about notifying residents of maintenance work that may cause them to lose power.

Mrs. DePuy provided an update on the 5 Year Parks Plan. The committee recommends Frank Field be the primary focus this year. Council concurred. A survey will be in the Borough Bulletin to gauge resident's interest on what should be done at the park.

Ms. Book stated that the Port Authority removed the bus shelter at Weyman and South Passage. She is working on getting the shelter back. Mr. Leventry will reach out to the Port Authority.

ADJORNMENT:

M-16 Mr. McKown moved, seconded by Ms. Book to adjourn the motion. The motion carried unanimously.

The meeting adjourned at 8:50 PM.

READ AND APPROVED THIS DAY OF FEBRUARY 17, 2016:

Manager

