

BOROUGH OF WHITEHALL

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MINUTES OF THE SEPTEMBER 21, 2016 COUNCIL MEETING

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## BOROUGH OF WHITEHALL

Regular Meeting September 21, 2016

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, September 21, 2016, at 8:00 PM, for a regular meeting. President Lahr called the meeting to order, followed by the Pledge of Allegiance.

ROLL CALL:

Present: 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

Absent: Ryan Barton  
Linda J. Book

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 Mrs. DePuy, that the bills contained on the bill list presented to Council on September 21, 2016 for \$339,378.15 from the General Fund, \$67,510.84 from the Storm Sewer Fund, \$110,554.09 from the Sanitary Sewer Fund and \$206.50 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Mr. McKown moved, seconded by Mrs. DePuy that checks and transfers for \$5,728.08 from the General Fund and \$53,836.37 from the Payroll Fund be ratified. The motion carried unanimously.
- M-3 Mr. McKown moved, seconded by Mr. Veith, that General Fund payroll for the period ending September 16, 2016 for \$151,953.08 as presented to Council on September 21, 2016, be ratified. The motion carried unanimously.

### CONSIDERATION OF MINUTES

Mrs. DePuy inquired about the status of the investment policy. The minutes were changed to reflect that the issue was tabled at the last meeting.

M-4 Mrs. DePuy moved, seconded by Mr. Veith to approve the Minutes of the September 7, 2016 meeting with discussed changes. The motion carried unanimously.

### PROCLAMATION

Mayor Nowalk stated that Allegheny County asked Whitehall Borough to hold a welcoming week ceremony to welcome immigrants to our community.

M-5 Mr. McKown moved, seconded by Mrs. DePuy to concur with the Mayor's proclamation. The motion carried unanimously.

Mayor Nowalk read the proclamation designating the week of September 18<sup>th</sup> -24<sup>th</sup> as Welcome Week in the Borough of Whitehall.

### CITIZENS' REQUESTS:

Judy Clover, 4594 Doverdell Drive, appeared before Council with questions about providing an easement for her property in relation to the Doverdell Project and the current and future costs of restoring their deck. Mr. Firman stated that he would call her tomorrow to discuss her specific issues.

Thomas Barchfeld, 1 Glen Elm Drive, appeared before Council to criticize the 3 minute time limit that speakers at public meetings have. His concerns were related to practices at the School Board Meetings.

### MAYOR:

Mayor Nowalk reported on the following items:

- The Borough reported 10.21 percent of the calls to animal control services in August.
- Mayor Nowalk stated that the department's annual Hunter/Trapper Safety course was held on Saturday, September 10<sup>th</sup>. Approximately 35 students participated in the class which was jointly instructed by Sergeant Gagorik, Officer Artman, Officer Hinkle and PA Game Commission representatives.

- Mayor Nowalk stated that that Officer Newbould is attending a 40 hour Critical Incident Training class. He will be the fourth patrol officer to have completed this training this year. The Chief's goal is to have all patrol officers attend this class.
- Mayor Nowalk stated that the Chief reports an officer sustained an injury yesterday afternoon. The officer will be off work pending further tests this week and a follow up exam next week.

SOLICITOR:

Mr. Firman requested an executive session after the meeting to discuss items of litigation and real estate.

ENGINEER:

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

- Doverdell Drive Storm and Sanitary Sewer Project – Permits are in place for construction. 23 of the 39 easements have been signed. Properties with decks recently received their easement agreements for review and Gateway has been meeting with them. The ALCOSAN Grow Grant is due October 31<sup>st</sup>. A grant for a Flood Mitigation Program is pending.
- Phase II Storm Water – Gateway is working with Saw Mill Run Watershed on an integrated watershed approach for a TMDL technical study. Gateway is also working with EDS to apply for grants for the Doverdell Drive Project. There is high probability that Whitehall will receive funding for the project.
- Operations & Maintenance Plan – The 2016 Sanitary Sewer Excavation Repair Contract is underway. Roto Rooter is completing the work. The 2016 Sanitary Sewer Spot Lining Repair Contract is underway. State Pipe Services, Inc. is completing the work. The 2016 Sanitary Sewer CCTV Contract is underway. Roto Rooter is completing the work.
- Route 51 Sanitary Sewer Repair – The Borough Solicitor prepared the easement agreements for the relocation of the sanitary sewer line. The estimate for this project is \$300,000 to \$400,000. Gateway is in contact with the property owners regarding the final easement and the Solicitor is assisting.

- Echo Glen Stormwater Design – The South Hills Country Club Architect has requested more information from Gateway Engineers, which they are providing.
- Lick Run Operations & Maintenance Projects – The CCTV contract for the remaining 12,000 LF of sanitary sewer within the Lick Run Sewershed was completed. Repairs are proposed under the Overall Consent Order Project.
- Capital Lining Project – The 2016 Capital Lining Project contract was awarded to Jet Jack Inc. and is underway. The contractor began work in August and upon receipt of data the work will be reviewed for completeness and recommendation of payment.
- Norwin/McKee Storm Sewer Project – At this point the project has not been closed out. There are two outstanding restoration items from residents that need resolved.
- 2016 Road Program – Michael Facchiano Contracting, Inc. has completed the work except for a few minor punch list items.
- Park Research – Gateway Engineers provided Council with a Project Status Report for a Master Park Plan.
- Pool Retaining Wall Project – A pre-construction meeting was held on August 31, 2016. Plavchak began construction on September 6<sup>th</sup>. Construction is ongoing.
- Backwater valves – As directed, Gateway Engineers are working on the backflow preventors. Bids will be opened on October 31<sup>st</sup>. The following properties will receive backflow preventors: (1) 4215 McKee (2) 5394 Spring Valley (3) 5390 Spring Valley (4) 4795 Barone (5) 4624 Rolling Hills (6) 4464 Country Club

Ms. Omer requested an executive session after the meeting. She stated that she will be meeting with Mr. Leventry to review upcoming projects and prepare costs for the budget meetings.

MANAGER:

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

- Budget Meeting Dates – Council must agree on budget meeting dates. November 5<sup>th</sup> at 9 AM, November 22<sup>nd</sup> at 6:30 PM and December 3<sup>rd</sup> at 9 AM were selected.

- Meter Exchange Program – Mr. Leventry and Ms. Wertz recently met with Ken Varhola of Duquesne Light Company about their upcoming meter exchange program. Duquesne Light will be swapping out existing meters with digital ones. Customers will be notified in advance and will not need to be home at the time of the swap. The process takes about 15 minutes and customers will not experience a disruption of service.
- Investment Policy – Upon further review, it may make more sense to construct a new investment policy from scratch as opposed to amending the existing policy. Mr. Leventry suggested putting it in the Administrative Services Committee for further review. Mrs. DePuy suggested the Investment Committee. Mr. Leventry stated there is no Investment Committee. Mr. Lahr placed the policy in the Administrative Services Committee for further review.

#### PLANNING & ZONING:

Mrs. DePuy stated that opinions from last night's Zoning Hearing Board meeting were sent out today.

#### PUBLIC WORKS:

Mr. Lahr stated that the Public Works crew is hard at work.

#### PUBLIC SAFETY:

Mr. Veith stated that the Chief reports that Whitehall Elementary School has implemented a new student dismissal pick up pattern this week. The police department and the school district administration have been working together since last school year to alleviate congestion on Locust and Delma. Discussion and planning is continuing at Harrison Middle School, specifically to eliminate backup on Windvale Drive.

Mr. McKown inquired about a report on the School Resource Officer. Chief Dolfi stated that he will provide one at the budget meetings.

Mr. Veith asked for an update on Kela. Chief Dolfi stated that she is doing well and is back to work.

#### RECREATION:

No report.

ADMINISTRATIVE SERVICES:

Mr. McKown stated that the committee will meet with Mr. Leventry and Ms. Wertz before the budget meetings to review the job descriptions and salary project they have been working on.

Mr. McKown stated that the committee is reviewing the website policy and investment policy.

LIBRARY:

Mr. Lahr introduced Eileen Tenenbaum from the Library Board to give a report.

NEW BUSINESS:

Mrs. DePuy requested Mr. Leventry write a letter to Representative Bill Kortz in regards to House Bill 782.

Mayor Nowalk stated that the Whitehall Water Warriors will be racing at North Park on Saturday. The team will race at 9:45 AM, 11:45 AM and 12:40 PM. The team consists of police officers and dispatchers. Representative Bill Kortz paid for their team shirts.

Mayor Nowalk recited "The New Colossus" by Emma Lazarus in honor of welcoming week.

ADJORNMENT:

M-6 Mr. McKown moved, seconded by Mrs. DePuy to recess the meeting at 8:50 PM. The motion carried unanimously.

The meeting reconvened at 9:30 PM.

M-7 Mr. Veith moved, seconded by Mr. McKown to have Mr. Leventry send a letter to the Democratic Committee in response to their memorandum of September 2, 2016. The motion carried unanimously.

Mr. Lahr adjourned the meeting at 9:31 PM.

READ AND APPROVED THIS DAY OF OCTOBER 5, 2016:

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Manager



