



BOROUGH OF WHITEHALL
Notice of Meeting
December 7, 2016
8:00 PM

The Council of the Borough of Whitehall will meet Wednesday, December 7, 2016, at 8:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
December 7, 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 November 16, 2016 & November 22, 2016
- VII. John Slater/EDS Presentation
- VIII. Public Hearing – 2017 Borough Budget
- IX. Citizens' Requests
- X. Reports of the Following Officers:
 - A. Mayor - Nowalk
 - B. Solicitor - Firman
 - C. Engineer – Omer
 - D. Manager – Leventry
- XI. Reports of the Following Committees:
 - A. Public Works – Book, Barton, Nagy
 - B. Public Safety – Veith, McKown, Barton
 - C. Recreation – Nagy, DePuy, McKown
 - D. Administrative Services – McKown, Veith, Nagy
 - E. Library – Barton, Book, DePuy
 - F. Planning & Zoning – DePuy, Veith, Book
- XII. Delegate Reports:
 - A. Allegheny County Boroughs Association – Book, DePuy
 - B. Chamber of Commerce – Veith, McKown
 - 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
- XIII. New Business
- XIV. Adjournment

BOROUGH OF WHITEHALL

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BOROUGH OF WHITEHALL

Regular Meeting December 7, 2016

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, December 7, 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: Linda J. Book
Kathleen N. DePuy
Philip J. Lahr
Robert J. McKown
Glenn P. Nagy
William J. Veith
James F. Nowalk, Mayor
Ruthann Omer, Engineer
Irving S. Firman, Solicitor

Absent: Ryan Barton

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 December 7, 2016 for \$92,347.23 from the General Fund, \$2,099.15 from the Storm Sewer Fund, \$38,089.36 from the Sanitary Sewer Fund and \$42,678.00 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 \$7,029.32 from the General Fund, \$52,482.87 from the Payroll Fund and \$4,800.00 from the Storm Sewer Fund be ratified. The motion carried unanimously.
- M-3 Mr. McKown moved, seconded by Ms. Book, that General Fund payroll for the period ending November 25, 2016 for \$144,826.54 as presented to Council on December 7, 2016, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

- M-4 Mr. Veith moved, seconded by Mr. McKown to approve the Minutes of the November 16, 2016 meeting as presented. The motion carried unanimously.
- M-5 Mr. Veith moved, seconded by Ms. Book to approve the Minutes of the November 22, 2016 budget meeting as presented. The motion carried unanimously.

JOHN SLATER PRESENTATION:

John Slater appeared before Council on behalf of Economic Development South and the Baldwin Brentwood Whitehall Chamber of Commerce to inform Council of the Polar Plunge on January 1, 2017 at 9:30 AM at the Mon Wharf. Several people are fundraising on behalf of the two organizations.

PUBLIC HEARING: 2017 BOROUGH BUDGET:

Mr. McKown provided a summary of the proposed 2017 Borough Budget. It will be placed on public display starting tomorrow for anyone who wishes to view it.

- M-6 Mr. McKown moved, seconded by Mr. Veith to close the public hearing. The motion carried unanimously.

CITIZENS' REQUESTS:

Gary Brueggman, 4615 Echo Glen Drive, appeared before Council to thank Council for their work on the Echo Glen Project. It is greatly appreciated by him and his neighbors.

Michael Hogan, 4544 Brownsville Road, appeared before Council regarding an ongoing issue with a retaining wall on his property. He will be meeting with Ms. Omer and his two specialists in the near future.

Terry Choate, 4422 E. Barlind Drive, appeared before Council requesting permission to submit a proposal to Council regarding a self-intelligence program at CMU that he believes could benefit Whitehall Borough.

Robert Kauer, 4350 E. Barlind Drive, appeared before Council to thank Ms. Book and Mayor Nowalk for the Veterans Day Ceremony. He also wanted to thank Council and Gateway Engineers, specifically, James Thomas, for taking care of an issue with his driveway.

Mike Quallin, 4871 Rolling Hills Road, appeared before Council to discuss a consolidation plan. Ms. Omer stated that she would address his situation under her Engineer's Report.

MAYOR:

Mayor Nowalk presented his report for November 2016:

EMS Assists.....	119
Court/Hearings/Pretrial	110
Accidents	25
Criminal Arrests (2 DUI).	23
Traffic Stops	141
Traffic Details	44
Written Traffic Citations.	80
Written Warnings Traffic Violations.	72

Total amount of money collected and turned over to the Borough during November 2016, amounted to \$6,498.66; the breakdown is as follows:

MVC from District Magistrate	\$1,758.58
Crimes Code and Code violations	
from District Magistrate	\$1,882.48
Parking Fines	\$970.00
Copies	\$270.00
Fines from Clerk of Courts	\$1,617.60

Mayor Nowalk reported on the following items:

- Mayor Nowalk stated that the Chief reports that department supervisors are performing annual Employee Performance Evaluations of their subordinates. The Chief will review all evaluations.
- Mayor Nowalk stated that he attended the Naturalization Ceremony on November 21st in the Community Room. It went well.
- Mayor Nowalk stated that he and Mr. Lahr attended Betty Brennan's memorial service.
- Mayor Nowalk stated that he attended a Veteran's Breakfast Club at Gianna Via's. It was very meaningful.

SOLICITOR:

Mr. Firman stated that he had two draft ordinances for Council to review. One pertains to the storage of recreation vehicles and the other details handicap parking requirements.

M-7 Mr. McKown moved, seconded by Mr. Veith to place the ordinances on public display for two weeks. The motion carried unanimously.

Mr. Firman requested an executive session after the meeting relating to matters of litigation.

ENGINEER:

Members of 4750 Gatekeeper Development, LP including Rich Sobehart, Retirement Management Services, Mitch Thompson, PVE Sheffler, Phil Marraway, Graziano Construction and Kevin Langhold were in attendance and gave a brief presentation to Council regarding their development. Ms. Omer stated that Gateway Engineers, the Planning Commission and Borough staff recommend the project for approval.

M-8 Mr. McKown moved, seconded by Ms. Book to grant Preliminary and Final Land Development Approval for the plan identified as the Whitehall Independent Living Facility Plan subject to the Applicant's compliance with the following conditions prior to the issuance of any permits by the Borough:

1. The Applicant shall comply with all comments in the Borough Engineer's review letters dated October 7, 2016, October 21, 2016, October 28, 2016, November 10, 2016 and November 22, 2016.
2. The Applicant shall comply with all comments in the Borough Code Enforcement Officer's review memoranda dated October 7, 2016 and October 28, 2016.
3. The Applicant shall execute a Development Agreement in the form approved by the Borough Solicitor, Borough Engineer and Borough Manager.
4. The Applicant shall provide financial security for the development in a manner acceptable to the Borough Engineer in accordance with the Pennsylvania Municipalities Planning Code.
5. The Applicant shall execute the Borough's Stormwater Management agreement in a form acceptable to the Borough Engineer.

Additionally the Applicant shall comply with the following conditions prior to the issuance of the building permit:

1. Applicant in lieu of constructing sidewalks in certain areas along Route 51 shall pay \$20,000 to the Borough and \$5,000 to Economic Development South.
2. Applicant shall pay \$35,235.98 to the Borough of Whitehall to be dedicated to the Borough's Sanitary Sewer Fund for feasibility study projects; if the money is not spent by the Borough within 10 years then the Borough will return the funds to the Applicant without any interest.
3. The Applicant shall subdivide an approximately 2200 square foot portion of its property near the Southwest Corner of its Property abutting the Borough Public Works garage property to transfer to the Borough. The Borough shall prepare the subdivision documents at its cost and expense. The purchase price for the Property shall be \$1.00. The Applicant shall take all reasonable steps to cooperate with the Borough to effectuate the approval of the subdivision and the transfer of the property to allow for the construction of and access to a salt storage facility.

The Applicant also agrees to pay all professional fees of the Borough in connection with this application and approval. The motion carried unanimously.

Ms. Omer stated that the Quallich's Rolling Hills Lot Consolidation Plan has been recommended for approval by the Planning Commission.

M-9 Mrs. DePuy moved, seconded by Ms. Book to approve the Quallich's Rolling Hills Lot Consolidation Plan. The motion carried unanimously.

Steeplechase Lot 509 Revised – The subdivision plan has been reviewed and is recommended for approval.

M-10 Mrs. DePuy moved, seconded by Mr. McKown to approve Steeplechase Lot 509 Revised. The motion carried unanimously.

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

- Doverdell Drive Watershed Project – The project is on track. It is anticipated to be out to bid in late January or February with a March award pending easements. Council was provided with a Project Status Report with more detail.

- 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 has been completed. The 2016 Sanitary Sewer CCTV Contract is underway. Roto Rooter is completing the work.
- Echo Glen Watershed Study – the NPDES permit application and drawings have been prepared and submitted to the Allegheny County Conservation District for review. The project is expected to bid in January 2017. Council was provided with a Project Status Report with more detail.
- Capital Lining Project – The 2016 Capital Lining Contract is underway. Jet Jack Inc. is completing the work.

M-11 Mrs. DePuy moved, seconded by Mr. McKown to approve Payment Application No. 2 in the amount of \$80,493.53 to Jet Jack Inc. The motion carried unanimously.

- Nowin/McKee Storm Sewer Project – One issue with a resident is still outstanding.

M-12 Ms. Book moved, seconded by Mrs. DePuy to approve Payment Application No. 4 to Independent Enterprises in the amount of \$9,620.00. The motion carried unanimously.

- Backflow Valves – Bids were received on October 31, 2016. The project is moving along.
- Oakridge, Baron and Girard – The project will potentially be bid in January 2017. Council was provided with a Project Status Report with more detail.

Mr. McKown inquired about the Pool Retaining Wall Replacement. The height of the fence installed looks to be 3 feet, not 4 feet. Ms. Omer will look into the matter.

MANAGER:

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

- Investment Policy – The changes requested by Council have been made and the policy is ready for approval.

M-13 Mr. McKown moved, seconded by Ms. Book to approve the Investment Policy. The motion carried unanimously.

- Meeting Dates – Council had previously indicated their desire to set all meeting dates for 2017 at the beginning of the year. Normal meetings dates will be the first and third Wednesdays of each month. Past practice would set the budget meeting dates for November 11 and 18 with an optional third date of December 2nd.

M-14 Mr. McKown moved, seconded by Mr. Veith to set the meeting dates for 2017. The motion carried unanimously.

- Appointments – The following individuals have volunteered to serve as follows:

Neal Cramer – Civil Service Commission (6 year term)

James Colosimo – Planning Commission (4 year term)

Rachel Bricker & Kathleen Lucas – Recreation Board (3 year term)

Andrew George – UCC Appeals Board (3 year term)

Leo Daley – Zoning Hearing Board (3 year term)

Jonathan Turban – Shade Tree Commission (4 year term)

M-15 Mr. McKown moved, seconded by Ms. Book to appoint the aforementioned individuals. The motion carried unanimously.

There is one vacancy on the Recreation Board due to an expired term.

- Resolution – In conjunction with the development of the former First Commonwealth site, the municipality is required to adopt an Official Sewage Facilities Plan via Resolution.

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

M-17 After the reading of the Resolution, Mr. McKown moved for adoption. Mrs. DePuy 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 934.

- Audit – MaherDuessel CPA has submitted a one and a three year engagement letter for audits of years 2016, 2017 and 2018. The 2016 audit would be performed for \$15,660, with two subsequent years at \$16,130 and \$16,615 (3 percent increases). Council will need to authorize execution of the agreement.

M-18 Mr. McKown moved, seconded by Mr. Veith to execute the agreement for a 3 year term. The motion carried unanimously.

- Eagle Scout Project – Dave King and Mr. Leventry met with Eagle Scout candidate Peter Koltas to review the details of his project at Brennan Plaza. Everything appears to be in order. The project is slated to take place in Spring/Summer 2017.

M-19 Mr. Nagy moved, seconded by Mr. McKown to approve the project. The motion carried unanimously.

PUBLIC WORKS:

Ms. Book stated that Public Works crews have been hard at work prepping for winter. 175 tons of salt was ordered.

PUBLIC SAFETY

Mr. Veith stated that SHACOG's Purchasing Alliance bids for 2017 police vehicles have been compiled and distributed. The Chief is currently reviewing the bids in anticipation of ordering replacement vehicles in 2017.

RECREATION:

Mr. Nagy stated that the Toy Drive was successful. He stated that there is a vacancy on the Recreation Board.

ADMINISTRATIVE SERVICES:

No report.

LIBRARY

Mr. Leventry stated that construction will begin next month.

PLANNING & ZONING

No report.

DELEGATE REPORTS

ACBA – Ms. Book stated the General Membership meeting is December 8th. There will be a legislative reception on January 19th at the Sheraton Hotel in Station Square.

*Council Minutes December 7, 2016
Borough of Whitehall*

CHAMBER OF COMMERCE – Mr. Veith stated that there was a luncheon last Thursday at the South Hills Country Club. Mr. McKown stated that the speaker from 412 Reuse was very inspiring.

EDS – Mr. Nagy stated that Gatekeeper Development LP is making a donation to EDS for a bus shelter in the area. There will be a Route 51 Transportation Summit in January, sponsored by Congressman Doyle. EDS is looking to expand its sign project into Whitehall next year. The project gives businesses 2 to 1 match up to \$1000 to upgrade their signs. Mr. Nagy also stated that Lisa Brown is working to reboot the Streets Run Watershed Association.

MRTSA- Mr. McKown stated that the 40th Anniversary Banquet went well. Mr. McKown will be the new Chairman of MRTSA starting next month.

SHACOG- No report.

3RWW- Ms. Book stated that there was a Municipal Source Flow Target Reduction meeting on November 30th. Ms. Omer provided a summary of the meeting. Ms. Book also stated that John Schombert will be retiring on December 31st.

NEW BUSINESS:

Mr. Veith stated that he spoke to Tax Collector Kelly Sgattoni's father Jack about the monument lighting project. He stated that the project also allows for LED upgrades. Mr. Sgattoni will call Mr. Leventry to further discuss the program.

ADJORNMENT:

Mr. Lahr adjourned the meeting at 9:17 PM in honor of Betty Brennan.

READ AND APPROVED THIS DAY OF DECEMBER 21, 2016:

Manager

