



**BOROUGH OF WHITEHALL**  
**Notice of Meeting**  
**April 5, 2017**  
**8:00 PM**

The Council of the Borough of Whitehall will meet Wednesday, April 5, 2017, at 8:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

**AGENDA FOR REGULAR MEETING**  
**April 5, 2017**

- 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 – Veith
- VI. Consideration of the Minutes of March 15, 2017
- 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. Planning & Zoning – Book, Veith, Lahr
  - B. Public Works – Nagy, Book, Barton
  - C. Public Safety – McKown, Veith, Book
  - D. Recreation – Barton, Nagy, Lahr
  - E. Administrative Services – Veith, McKown, Nagy
  - F. Library – Lahr, Barton, McKown
- 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 April 5, 2017

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, April 5, 2017, at 8:00 PM, for a regular meeting. President DePuy called the meeting to order, followed by the Pledge of Allegiance.

President DePuy 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  
W. Scott Rusmiser, P.E. – Gateway Engineers

STAFF:

James E. Leventry, Manager  
Keith P. Henderson, Chief of Police  
Scott Dellett, AICP, Director of Planning, Zoning & Code Enforcement  
Courtney M. Wertz, Administrative Assistant

SWEARING IN CEREMONY

Mayor Nowalk administered the oath of office to Keith P. Henderson for the position of Chief of Police.

CONSIDERATION OF BILLS & PAYROLL

- M-1 Mr. Veith moved, seconded by Mr. McKown, that the bills contained on the bill list presented to Council on April 5, 2017 for \$129,764.55 from the General Fund, \$37,002.29 from the Storm Sewer Fund, \$79,248.06 from the Sanitary Sewer Fund and \$232.50 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Mr. Veith moved, seconded by Mr. Lahr that checks and transfers for \$16,124.81 from the General Fund and \$139,628.99 from the Payroll Fund be ratified. The motion carried unanimously.

- M-3 Mr. Veith moved, seconded by Mr. McKown, that General Fund payroll for the period ending March 17, 2017 for \$183,460.60, as presented to Council on April 5, 2017, be ratified. The motion carried unanimously.
- M-4 Mr. Veith moved, seconded by Ms. Book, that General Fund payroll for the period ending March 31, 2017 for \$143,520.38, as presented to Council on April 5, 2017, be ratified. The motion carried unanimously.

#### CONSIDERATION OF MINUTES

- M-5 Mr. Lahr moved, seconded by Mr. McKown to approve the Minutes of the March 15, 2017 meeting as presented. The motion carried unanimously.

#### CITIZENS' REQUESTS:

None.

#### MAYOR:

Mayor Nowalk presented his report for March 2017:

EMS Assists.....	133
Court/Hearings/Pretrial . . . . .	172
Accidents . . . . .	20
Criminal Arrests (2 DUI). . . . .	36
Traffic Stops . . . . .	178
Traffic Details . . . . .	62
Written Traffic Citations. . . . .	93
Written Warnings Traffic Violations. . . . .	87

Total amount of money collected and turned over to the Borough during March 2017, amounted to \$4,838.44 the breakdown is as follows:

MVC from District Magistrate .....	\$1,141.09
Crimes Code and Code violations	
from District Magistrate .....	\$1,574.06
Parking Fines .....	\$1,280.00
Copies .....	\$165.00
Miscellaneous .....	\$100.00
Fines from Clerk of Courts .....	\$578.29

Mayor Nowalk reported on the following items:

- Mayor Nowalk stated that on Tuesday, March 28<sup>th</sup> Officer Smith participated in the Adopt-a-Cop Day at The Good Shepherd Church Preschool. Officer Smith read books to the children and talked about staying safe, using 911 and Stranger Danger. Officer Smith will visit the school again on the 24<sup>th</sup> and 25<sup>th</sup> of April.
- Mayor Nowalk stated that the Chief reports that nine (9) Officers attended Defensive Tactics Training in March. The Training was sponsored by the SHACOG Chiefs Committee and held at Keystone Oaks High School.
- Mayor Nowalk stated that the Chief reports that in March Officer Robert Smith attended a two day Crime Scene Investigation Class at the Pennsylvania State Police Training Academy in Meadville.
- Mayor Nowalk stated that he received a letter from a couple on Old Boston Road thanking the Police Department and Fire Department for help checking their CO2 Detector.
- Mayor Nowalk stated that he prepared a Proclamation for Earth Day on April 22, 2017.

M-6 Mr. McKown moved, seconded by Ms. Book to concur with the Mayor's Proclamation for Earth Day. The motion carried unanimously.

Mrs. DePuy stated that April 22, 2017 is also the Electronic Waste Collection Event. Information can be found on the Borough Website.

SOLICITOR:

No report.

ENGINEER:

Ms. Omer introduced Scott Rusmisl from Gateway Engineers. Mr. Rusmisl will be attending Council Meetings in 2017. He is also the Project Manager for the Doverdell Drive Project.

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

- Doverdell Drive Watershed Project – All 41 easements have been signed. The project is on track to be bid in June 2017. Gateway Engineers will be presenting a communications plan to Council in the near future.
- Weyman Road Utility Location/Doverdell Drive Project – An invoice was received from Dom Folino Construction for utility exploration work conducted on February 21, 2017. The work was necessary to establish field depths of possible conflicting utilities with the proposed storm sewer on the Doverdell project. Gateway Engineers has reviewed the invoice and found it to be consistent with the submitted bid. Gateway Engineers recommends payment in the amount of \$10,325.13 to Dom Folino Construction.

M-7 Mr. Lahr moved, seconded by Ms. Book to approve Payment of the Invoice in the amount of \$10,325.13 to Dom Folino Construction. The motion carried unanimously.

- Operations & Maintenance Plan – The 2016 Sanitary Sewer Excavation Repair Contract is underway. Roto Rooter is completing the work. Remaining work includes final restoration to some locations in the Spring.

M-8 Mr. Lahr moved, seconded by Ms. Book to approve Payment Application No. 7 in the amount of \$6,452.45 to Roto Rooter Service Company. The motion carried unanimously.

- Operations & Maintenance Plan – The work for the 2016 Emergency Storm Repairs has been completed. The contractor is requesting his retainage. This work included the emergency repairs on Girard Road, Doverdell Drive and Route 51. The project was not bid therefore a maintenance bond is not required.

M-9 Mr. McKown moved, seconded by Ms. Book to approve Payment Application No. 3 and Final in the amount of \$4,137.00 to Roto Rooter Service Company. The motion carried unanimously.

- Echo Glen Project – Rudzik Excavating is performing the work.

M-10 Mr. Lahr moved, seconded by Ms. Book to approve Payment Application No 1 in the amount of \$202,635.00 to Rudzik Excavating. The motion carried unanimously.

- Echo Glen Project – Rudzik Excavating has asked for an extension of time on the contract. This is due to the extended time to finalize the contract and the rain days experienced since the work has started.

M-11 Mr. McKown moved, seconded by Mr. Lahr to approve Change Order No. 1 from Rudzik Excavating for an extension to the contract Time of Completion. The extension will be for 30 days.

Mr. Leventry stated that he spoke with the contractor and it is unlikely they will need the full 30 days.

Ms. Omer stated that there are two major projects occurring on the course right now. The Country Club has received an NPDES permit for their parking lot expansion.

Mr. Veith stated that members of the Country Club received an email stating that residents are to call Whitehall Borough with any complaints.

Mr. Leventry stated the Borough has only received two calls.

Mrs. DePuy stated that this is an example of why a communications plan is needed for large projects.

Chief Henderson stated that the Police Department has received calls about the construction noise on Saturday mornings but that residents understood the need for the project.

- 2017 Road Program – The 2017 Road Program has been advertised. The bid opening will be May 1, 2017. There is a base bid and an alternate bid for concrete curbs.
- Weyman/Provost Road Project – PennDOT has asked the Borough to complete a street dedication that was not fully executed in 1984. Gateway Engineers is looking at the costs associated with that.
- Project Status Reports were given to members of Council for review.
- DCNR Grant – The Parks Committee met to discuss an issue that has arisen at Highland Park. The Borough received DCNR funding for a project there in 2004. DCNR and ADA policies have changed since then and the Borough needs to address two deficiencies there. A sign needs to be installed and the parking lot must be paved to install handicap parking spaces. Ms. Omer recommended that the Borough still apply for a DCNR grant for the Comprehensive Park Plan. The paving of the parking lot and walkway could be added to the Road Program.



M-12 Mr. McKown moved, seconded by Ms. Book to submit the DCNR grant for a Comprehensive Park Plan and to correct the deficiencies at Highland Park. The motion carried unanimously.

MANAGER:

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

- PHA Update – On March 30<sup>th</sup> the Pleasant Hills Authority conducted a meeting to present the results of their bid opening for expansion of the sewage treatment plant. The total bid came in at \$12,746,000, which includes the expansion and some ancillary capital additions. Please note that the capital additions require separate approval by Council per the service agreement. The total cost to Whitehall, including the capital additions, is \$657,033.68 to be paid over 20 years. That amounts to \$32,851 per year. In addition to the plant expansion, PHA will also be replacing all their flow meters. That cost has not yet been determined, but is estimated to be around \$2,000,000. The pro-rated shares will be determined after bids are opened.
- Proposed Resolution – PSAB is asking their member municipalities to pass a resolution recommending the state eliminate the ceiling on Small Games of Chance payouts. Their reasoning and a draft resolution were presented to Council.

M-13 Mr. McKown moved, seconded by Ms. Book to authorize the Manager to prepare a Resolution for consideration at the next meeting. The motion carried unanimously.

- SHACOG Salt Agreement – The Borough has the choice to exercise the option year for the 2017-2018 Winter season.

M-14 Mr. McKown moved, seconded by Mr. Lahr to exercise the option year for the SHACOG Contract. The motion carried unanimously.

Mrs. DePuy inquired about the current salt contracts. Mr. Leventry stated that the Borough met the minimums on both of the salt contracts.

PLANNING & ZONING:

Mr. Dellett provided a written report to Council. The Planning Commission will be addressing the issues of rezoning in the R-2 District. Staff has developed a draft ordinance for Council's review. The Planning Commission recommends that Council adopt a revision to Article 6 of Chapter 180 of the Borough Code (Zoning).

M-15 Mr. McKown moved, seconded by Mr. Lahr to authorize the advertisement of the ordinance pursuant to requirements in the state Municipalities Planning Code and to schedule a public hearing on the ordinance before Council on June 7, 2017. The motion carried unanimously.

Ms. Book and Mrs. DePuy inquired about the type and height of fences that would be allowed under the revision. Mr. Dellett stated they would be solid fences up to 8 feet tall to provide privacy for facilities such as an Alzheimer Care Facility, in order to protect the patients' privacy.

Mr. Nagy stated that the Planning Commission works very diligently on definitions for ordinances and that is why we recognize them, and all of our volunteers at the Annual Recognition Dinner.

Mr. Dellett stated that the Planning Commission meets tomorrow night at 8 PM. On the agenda is R-7 Revisions, Omnibus Zoning Amendments, a proposed catch-all provision and signs.

Ms. Book stated that she received a letter from a resident in the Steeplechase community thanking the Code Enforcement staff for their assistance as they renovated their home.

#### PUBLIC WORKS:

No report.

#### PUBLIC SAFETY:

Mr. McKown stated that the Chief received a request from Caste Village to provide police services at the Annual Fourth of July Fireworks free of charge. The expense was budgeted for in the 2017 Borough Budget.

Mr. Nagy stated that since the spirit of cooperation has been renewed, he is inclined to grant their request.

M-16 Mr. McKown moved, seconded by Mr. Veith to cover the cost of police services at the Caste Village Firework Celebration. The motion carried unanimously.

#### RECREATION:

Mr. Barton stated that the Easter Egg Hunt was on Sunday and 100 children participated. The next Senior Social will be April 27<sup>th</sup>. The Spring Shop & Hop Bus Tour will be May 20<sup>th</sup>. Community Day will be June 3<sup>rd</sup>.

Mrs. DePuy inquired about the status of the request made by the GBWAA to split the cost of replacing the infield at Union Park with a material made from crushed red brick.

M-17 Mr. Nagy moved, seconded by Mr. McKown to split the cost of the infield upgrades up to a maximum of \$6,000. The motion carried unanimously.

Mr. Nagy stated this could be an experiment to see how well the new material performs.

#### ADMINISTRATIVE SERVICES:

Mr. Veith stated that cell tower negotiations are going well.

Mr. Barton inquired about why the 2016 Budget variance was so large. Mr. Leventry stated that there were a number of unpredictable events that contributed to the large transfer from the Fund Balance not being necessary. The salt contract came in roughly \$100,000 under budget, a number of large property tax transfers occurred and many departments came in under budget. Mr. Leventry expects a similar situation in 2017 as we are expecting a large return from the SHACOG Cable TV Franchising Board. Whitehall Borough budgets conservatively and the surplus is a good problem to have.

#### LIBRARY:

Mr. Lahr stated that the Library is concerned about the impact the State Budget will have on them. Ms. Book stated that she attended a very informative "Oh Deer! Landscaping in Deer Country" program at the Library.

#### DELEGATE REPORTS

ACBA – Ms. Book stated Whitehall Borough has once again been designated a Banner Community by ALOM. The ALOM Conference is this weekend. Ms. Book will be attending.

Mrs. DePuy stated that she saw an article in the Pittsburgh Post-Gazette about the cost of Scott Townships's recreation upgrades. Miss Wertz will forward that article to Council.

CHAMBER OF COMMERCE – Mr. Veith stated that there is a meeting tomorrow afternoon at the South Hills Country Club. Scholarship Awards will be handed out to seniors from Brentwood High School and Baldwin-Whitehall High School.

EDS – Mr. Nagy stated that EDS meeting notes were distributed to Council. He stated that Representatives Doyle and Murphy will be hosting a Transportation Seminar on April 17<sup>th</sup> from 2-5 PM in Brentwood. The Hillcrest Senior Center is fully leased. There were over 400

applicants. EDS is targeting tax delinquent commercial properties through a city program. EDS was the winner of the "UP" prize and will use the \$140,000 to fund a corner store project in Clarion.

MRTSA- Mr. McKown stated that MRTSA received a RFP from Carnegie Borough. They joined with Scott Township Ambulatory Services.

SHACOG- Mr. Veith stated that the Annual Dinner will be April 27<sup>th</sup> at Nevillewood Country Club. He also stated that the refuse & recycling contract will expire in 2018. The new garbage contract will be the largest in Pennsylvania and Ohio so they are expecting to receive good rates. Mrs. DePuy inquired about the option to add curbside pickup for electronic waste.

3RWW- Ms. Book stated that EDS & Saw Mill Run Watershed will be hosting a Watershed Day in Whitehall on April 8<sup>th</sup> in the Community Room. Ms. Omer stated that Whitehall Borough is on target in regards to Flow Targets for Act 167.

NEW BUSINESS:

Ms. Book stated that there was public hearing on March 27<sup>th</sup> at the University of Pittsburgh regarding municipalities without police forces.

Mr. Lahr provided an update on the house on Greenlee Road. Mr. Firman will further investigate given the new information.

ADJORNMENT:

M-18 Mr. McKown moved, seconded by Ms. Book to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 9:21 PM.

READ AND APPROVED THIS DAY OF APRIL 19, 2017:

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Manager

