



BOROUGH OF WHITEHALL
Notice of Meeting
January 17, 2018
8:00 PM

The Council of the Borough of Whitehall will meet Wednesday, January 17, 2018, at 8:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
January 17, 2018

- I. Call to Order
- II. Pledge of Allegiance
- III. 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
- IV. Roll Call
- V. Consideration of Bills and Payroll – DePuy
- VI. Consideration of the Minutes of January 2, 2018
- VII. Citizens' Requests
- VIII. Reports of the Following Officers:
 - A. Mayor - Nowalk
 - B. Solicitor - Firman
 - C. Engineer – Rusmisel
 - D. Manager – Leventry
- IX. Reports of the Following Committees:
 - A. Planning & Zoning – Lahr, DePuy, Wotus
 - B. Public Works – Nagy, DePuy, Wotus
 - C. Public Safety – McKown, Veith, Nagy
 - D. Recreation – Wotus, Nagy, Veith
 - E. Administrative Services – DePuy, McKown, Lahr
 - F. Library – Veith, Lahr, McKown
- X. New Business
- XI. Adjournment

BOROUGH OF WHITEHALL

INDEX

MINUTES OF THE JANUARY 17, 2018 COUNCIL MEETING

	Motion	Page
Bills, Payroll - Approve	M-1,2,3	1-2
Mayor Nowalk Statement on the Chain of Events Prior to the January 2, 2018 Council Meeting – Include	M-4	2
January 2, 2018 Meeting Minutes – Approve	M-5	2
Telecommunication Participation Resolution – Public Display	M-6	4
Residential Rental Unit Occupancy Ordinance – Public Display	M-7	4
Payment to A. Merante Contracting – Approve	M-8	4
Payment to A. Merante Contracting – Approve	M-9	4
Change Order No. 3 – Approve	M-10	5
Payment to Rudzik Excavating – Approve	M-11	5
Appoint William Pete Swauger to Shade Tree Commission	M-12	6
STC Planting at Swimming Pool – Approve	M-13	6
Light Replacement Project – Select Engineer	M-14	6
Ordinance No. 1102 – Stormwater Discharge	M-15,16	7
Resolution No. 963 – Source Reduction	M-17,18	7
Jessica Morgan – Promote to Full Time	M-19	7
Frank Park Plans – Approve	M-20	8
Recess	M-21	9
Community Day Date – Change	M-22	9
Adjournment	M-23	9

BOROUGH OF WHITEHALL

Regular Meeting January 17, 2018

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, January 17, 2018, at 8:00 PM, for a regular meeting. President Book called the meeting to order, followed by the Pledge of Allegiance. The Pledge of Allegiance was led by Boy Scout Troop No. 288.

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

ROLL CALL:

Present: Linda J. Book
Kathleen N. DePuy
Philip J. Lahr
Glenn P. Nagy
William J. Veith
John A. Wotus
James F. Nowalk, Mayor
Irving S. Firman, Solicitor
Scott Rusmiser, Engineer

Absent: Robert J. McKown

STAFF: James E. Leventry, Manager
Keith P. Henderson, Chief of Police
Courtney M. Wertz, Assistant Manager

CONSIDERATION OF BILLS & PAYROLL

Mrs. Depuy pointed out that under Administrative Services there are two bills for ABCA Banquet. One is for registration and the other is for an advertisement.

M-1 Mrs. DePuy moved, seconded by Mr. Lahr, that the bills contained on the bill list presented to Council on January 17, 2018 for \$316,928.41 from the General Fund, \$15,151.57 from the Storm Sewer Fund, \$177,286.78 from the Sanitary Sewer Fund, \$26,094.50 from the Doverdell Drive Storm Sewer Fund and \$11,417.42 from the Capital Projects Fund be approved. The motion carried unanimously.

M-2 Mrs. DePuy moved, seconded by Mr. Wotus that checks and transfers for \$6,083.30 from the General Fund and \$54,193.60 from the Payroll Fund be ratified. The motion carried unanimously.

- M-3 Mrs. DePuy moved, seconded by Mr. Lahr, that General Fund payroll for the period ending January 5, 2018 for \$151,124.56, as presented to Council on January 17, 2018, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

Mayor Nowalk asked for clarification of a sequence of events that occurred prior to the January 2, 2018 Council meeting be included in the minutes of tonight's meeting. Prior to the January 2, 2018 Council meeting, District Magistrate Barton administered the oath of office to Mayor Nowalk. Mayor Nowalk was then able to swear in Mr. Wotus prior to the start of the Council Meeting so that Mr. Wotus was able to participate by telephone. Mayor Nowalk was also able to administer the oath of office to Joseph Budd for the position of Sergeant at the start of the meeting.

- M-4 Mr. Lahr moved, seconded by Mr. Wotus to include the above statement in the minutes of the January 17, 2018 Council Meeting. The motion carried unanimously.

- M-5 Mr. Lahr moved, seconded by Mr. Wotus to approve the Minutes of the January 2, 2018 meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

Clarence Richey, 37 Hennig Drive, appeared before Council to inquire about the rules and legality of trapping raccoons. There is a problem in his neighborhood and a neighbor was told that it is illegal to trap racoons in Whitehall Borough. Chief Henderson stated that Mr. Richey would not be violating the law if he set out a trap himself. Animal Control can then be called to dispose of anything Mr. Richey may trap. Chief Henderson offered to have a professional trapper come to the neighborhood and set traps. Chief Henderson will follow up with Mr. Rickey on this issue.

Mayor Nowalk stated that the Whitehall Wildlife Committee is always interested to know what the current wildlife issues are in the Borough.

Ms. Book welcomed back Mr. Wotus who has been recovering from an injury. Mr. Wotus thanked Council for their cards and the fruit basket. Mr. Wotus recounted the story of his accident to the audience.

MAYOR:

Mayor Nowalk presented his report for December 2017:

EMS Assists.....	151
Court/Hearings/Pretrial	67
Accidents	20
Criminal Arrests (0 DUI).	14
Traffic Stops	102
Traffic Details	37
Written Traffic Citations.	77
Written Warnings Traffic Violations.	73

Total amount of money collected and turned over to the Borough during December 2017, amounted to \$2,962.92 the breakdown is as follows:

MVC from District Magistrate	\$1,636.81
Crimes Code and Code violations	
from District Magistrate	\$265.79
Parking Fines	\$660.00
Copies	\$120.00
Miscellaneous –Solicitor Permit Fees	\$0.00
Fines from Clerk of Courts.....	\$280.32

Mayor Nowalk reported on the following items:

- The Borough reported 9.81 percent of the calls to animal control services in December.
- Mayor Nowalk stated that on January 10th the Chief and Deputy Chief attended Emergency Management Training. The class was presented by Allegheny County Emergency Services.
- Mayor Nowalk stated that the Chief reports that Officer Chris Mayburn has been chosen to replace Sergeant Gaebel as Tactical Officer on the SHACOG CIRT Team. He has started his training under the tutelage of Sergeant Gaebel who has been a tactical officer for 10 years with CIRT.
- Mayor Nowalk and Chief Henderson explained the animal control report numbers.

SOLICITOR:

Mr. Firman stated that he has a proposed Resolution to establish an official policy establishing the conditional right for Council members to participate in Borough Council meetings by means of telecommunication devices. While Whitehall Borough is a Home Rule Community and not a Borough, and therefore not subject to the same rules as Boroughs, it is a good idea to adopt a formal Resolution regarding this matter.

M-6 Mr. Lahr moved, seconded by Mr. Wotus to read the Resolution in summary form and place it on public display. The motion carried unanimously.

Mr. Firman also had a proposed Ordinance regarding residential rental unit occupancy inspections.

M-7 Mr. Lahr moved, seconded by Mr. Veith to read the Ordinance in summary form and place it on public display. The motion carried unanimously.

ENGINEER:

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

- Doverdell Drive Watershed Project – Merante completed the sub-surface tank installation and 30" storm sewer in the park. Field work was suspended during the severe weather between the holidays. Storm sewer construction along Doverdell Drive will begin mid-week. Doverdell will be closed to through traffic while construction occurs.

M-8 Mr. Lahr moved, seconded by Mrs. DePuy to approve Payment Application No. 5 in the amount of \$174,210.97 to A. Merante Contracting. The motion carried unanimously.

M-9 Mr. Lahr moved, seconded by Mr. Wotus to approve Payment Application No. 6 in the amount of \$351,951.20 to A. Merante Contracting. The motion carried unanimously.

Mr. Rusmisl stated that there is roughly \$1.8 million left on the contract.

- Echo Glen Watershed Study – A meeting was held with Gateway, South Hills Country Club, Mr. McKown, Mayor Nowalk and Mr. Leventry to review the outstanding items. South Hills Country Club has requested that all outstanding work be completed in the fall/winter. Rudzik is checking on the availability of trees and will then follow up with a schedule. Rudzik will repair the pond that was damaged during the June 14th storm. This project is currently on hold until the Borough and South Hills Country Club agree on the pond repair scope.

M-10 Mr. Lahr moved, seconded by Mr. Wotus to approve Change Order No. 3 in the amount of \$7,900.00 to Rudzik Excavating. The motion carried unanimously.

M-11 Mr. Lahr moved, seconded by Mr. Wotus to approve Payment Application No. 4 in the amount of \$23,398.72 to Rudzik Excavating. The motion carried unanimously.

- Wet Weather Study – Gateway has prepared a visual simulation of the flow model and the GIS system so Whitehall Council and/or staff can see the progress to date and their value in flood mitigation. Mr. Rusmiser will coordinate with Mr. Leventry to schedule a meeting in February.

Mrs. DePuy inquired about the total cost for the Echo Glen Project. Mr. Leventry stated that roughly \$700,000 has been spent so far. That does not include stabilization of the pond or planting.

Mr. Veith stated that the Club's concern is maintenance responsibilities. The Club would like to wait a year and see how the ponds perform. Mr. Leventry stated that the ponds do not require a lot of maintenance. The easement agreement the Club signed stated that they are responsible for routine maintenance. Mr. Rusmiser stated that the Borough may have to dredge the ponds every 20 or more years.

Mayor Nowalk stated that aesthetics of the ponds is important for the Club. Mr. Lahr stated that the Club has given the Borough a hard time from the beginning and that rip rap should be installed.

MANAGER:

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

- Vacancies – Currently, there is one vacancy on the Planning Commission, two on the UCC Appeals Board, and one on the Shade Tree Commission. Mr. Leventry has received responses from members of the community who wish to serve.

Council decided to have Mr. Dellett, Ms. Tasillo and the Planning & Zoning Committee interview candidates for the Planning Commission. All of Council will review the resumes of the applicants to the UCC Appeals Board. The Shade Tree Commission has recommended an individual to fill the vacancy on their committee.

M-12 Mr. Lahr moved, seconded by Mr. Veith to appoint William Pete Swauger to the Shade Tree Commission to fill the unexpired term of Johnathan Turban. The motion carried unanimously.

- Community Day – Kelly Joyce has received confirmation that the high school band will participate in Community Day regardless which date is selected. If Council chooses to go with May 19th, the full band will participate. If Council chooses June 2nd, it is hard to say how many members of the band will be available as that is the day after the prom. This item was tabled until after an executive session regarding personnel matters.
- STC Request – Council was given a request from the Shade Tree Commission concerning planting at the swimming pool. The cost of the trees is \$1150.

M-13 Mr. Lahr moved, seconded by Mr. Veith to add \$150 to the Shade Tree Commission budget to purchase the trees for planting at the swimming pool. The motion carried unanimously.

- Replacement Lights/Design & Bid Work – Council allocated \$50,000 for the replacement of lights within the building. The first step would be to procure the services of an electrical engineer to design and then spec the project for bid. Mr. Leventry has received the names of several electrical engineers who would be qualified for this work.

M-14 Mr. Lahr moved, seconded by Mr. Veith to authorize the Borough Manager to select an electrical engineer to design and spec the project. The motion carried unanimously.

- NLC Program – The National League of Cities has initiated a program to offer insurance for the replacement of water and sewer lines, along with another aspect that would include interior plumbing. Mr. Leventry presented Council with their information. NLC would handle all of the details, but the key to the program would be an endorsement by the municipality. In consideration for the endorsement, the Borough would receive a small licensing fee. Council declined to endorse the program.
- Stormwater Discharge Ordinance – The Ordinance prohibiting the discharge or diversion of stormwater from one premise to another has been on public display for the past two weeks.

Mrs. DePuy inquired about the definition of discharge in the Ordinance. Mr. Firman stated that the Ordinance refers to deliberate and/or intentional discharge, not natural overland flow.

M-15 Mr. Wotus moved, seconded by Mr. Lahr to read the Ordinance in summary form. The motion carried unanimously.

M-16 After the reading of the Ordinance, Mr. Wotus moved for adoption. Mr. Lahr seconded the motion. On a roll call vote, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. Nagy, Mr. Veith and Mr. Wotus voted yes. The motion carried unanimously. The Ordinance No. is 1102.

- Source Reduction Resolution – Council is required by the Consent Order and Agreement (COA) to adopt a Source Reduction Study for inflow and infiltration into the sanitary sewer system. The study was prepared by Gateway.

M-17 Mr. Lahr moved, seconded by Mr. Wotus to read the Resolution. The motion carried unanimously.

M-18 After the reading of the Resolution, Mr. Wotus moved for adoption. Mrs. DePuy seconded the motion. On a roll call vote, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. Nagy, Mr. Veith and Mr. Wotus voted yes. The motion carried unanimously. The Resolution No. is 963.

PLANNING & ZONING:

Mr. Lahr stated that Eat N Park was discussed at the last Planning Commission meeting. There are pending discussions regarding the guardrail in the front of the property and sidewalk requirements.

PUBLIC WORKS:

Mr. Leventry stated that salt has been delivered.

PUBLIC SAFETY:

Mr. Veith stated that Dispatcher Tim Funk has resigned his position today citing personal reasons.

M-19 Mr. Veith moved, seconded by Mr. Wotus that part-time Dispatcher Jessica Morgan be hired as full time Dispatcher effective January 23, 2018. The motion carried unanimously.

RECREATION:

Mr. Wotus stated that the Comedy Show will be on February 24th.

ADMINISTRATIVE SERVICES:

Mrs. DePuy inquired about the Overlay District and if it was an EDS program. Mr. Leventry stated that the SEO District was adopted by a Whitehall Borough Ordinance. Mrs. DePuy stated that it should be reviewed as it seems the sidewalk requirements are not practical. Mr. Nagy stated that everything is a case by case basis. The Planning Commission scrutinized the ordinance in depth before recommending adoption.

Mrs. DePuy stated that Ms. Book will be part of a television program organized through PSAB that will air on PCN on January 21st at 5 PM and January 28th at 2 PM.

Mrs. DePuy stated that the Parks Committee met recently. She provided Council with an outline of the committee's goals for Frank Park in 2018 which include paving a road into the park and installing a parking lot, constructing a pavilion, installing electricity at the park and removing the swing set to install a bocce court and horseshoe pit. The paving work would be part of the 2018 Road Program and the rest of the work would be under \$100,000, which is what Council budgeted for parks in 2018. Gateway Engineers would prepare specifications.

M-20 Mrs. DePuy moved, seconded by Mr. Veith to move forward with the aforementioned plans for Frank Park. The motion carried unanimously.

Mrs. DePuy stated that the Borough is waiting on DCNR to reach out regarding the Parks Master Plan grant.

LIBRARY:

Mr. Lahr introduced Ms. Chris Lakomy from the Library Board to give a report.

Mr. Leventry provided an update on the Community Room reconstruction.

NEW BUSINESS:

Ms. Book stated that the ACBA Banquet is on February 3rd at Rivers Casino.

RECESS:

Mr. Veith stated that Bill Vizza passed away on Sunday. He was a teacher at Baldwin High School for 35 years and involved in the Borough's summer recreation program. He asked that the meeting be adjourned in his honor. Council concurred.

M-21 Mr. Lahr moved, seconded by Mr. Wotus to recess the meeting. The motion carried unanimously. The meeting recessed to executive session at 9:31 PM.

ADJORNMENT:

The meeting reconvened at 9:53 PM.

There was a discussion about changing the date of Community Day.

M-22 Mr. Lahr moved, seconded by Mr. Wotus to change the date of Community Day to August 25, 2018.

Mr. Wotus stated that the focus of Community Day should be on outreach to local businesses like dance studios.

M-23 Mr. Lahr moved, seconded by Mr. Veith to adjourn the meeting in memory of Bill Vizza. The motion carried unanimously.

The meeting adjourned at 9:57 PM.

READ AND APPROVED THIS DAY OF FEBRUARY 7, 2018:

Manager



