



BOROUGH OF WHITEHALL
Notice of Meeting
April 18, 2018
8:00 PM

The Council of the Borough of Whitehall will meet Wednesday, April 18, 2018, at 8:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING
April 18, 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 April 4, 2018
- VII. Public Hearing – Commercial District C-2 Zoning Ordinance Amendment
- VIII. Citizens' Requests
- IX. Reports of the Following Officers:
 - A. Mayor - Nowalk
 - B. Solicitor - Firman
 - C. Engineer – Rusmisl
 - D. Manager – Leventry
- X. 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
- XI. New Business
- XII. Adjournment

BOROUGH OF WHITEHALL

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BOROUGH OF WHITEHALL

Regular Meeting April 18, 2018

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, April 18, 2018, at 8:00 PM, for a regular meeting. President Book called the meeting to order, followed by the Pledge of Allegiance.

President Book 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
Irving S. Firman, Solicitor
Scott Rusmisl, Engineer

Absent: John A. Wotus

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

SWEARING IN CEREMONY – SERGEANT

Mayor Nowalk administered the oath of office to Korey Hinkle for the position of Sergeant.

CONSIDERATION OF BILLS & PAYROLL

- M-1 Mrs. DePuy moved, seconded by Mr. McKown, that the bills contained on the bill list presented to Council on April 18, 2018 for \$271,324.45 from the General Fund, \$23,357.90 from the Storm Sewer Fund, \$75,276.25 from the Sanitary Sewer Fund and \$4,772.75 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Mrs. DePuy moved, seconded by Mr. Lahr that checks and transfers for \$7,351.19 from the General Fund and \$50,708.58 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 April 13, 2018 for \$155,814.43, as presented to Council on April 18, 2018, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

M-4 Mr. Lahr moved, seconded by Mr. McKown to approve the Minutes of the April 4, 2018 meeting as presented. The motion carried unanimously.

PUBLIC HEARING – COMMERCIAL DISTRICT C-2 ZONING AMENDMENT:

Mr. Firman opened the public hearing on the Commercial District C-2 Zoning Ordinance Amendment. He turned the meeting over to Mr. Dellett. Mr. Dellett read the proposed ordinance in summary form, gave background information and provided a summary of the proposed ordinance. Representatives from Whitehall Retirement Living Properties, L.P. were present.

M-5 Mr. McKown moved, seconded by Mr. Veith to close the public hearing. The motion carried unanimously.

M-6 Mr. Lahr moved, seconded by Mr. McKown to adopt the Ordinance. 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 Ordinance No. is 1107.

CITIZENS' REQUESTS:

Gary Norton, 4939 Plymouth Road, appeared before Council requesting his street be paved this year. He presented Council with a petition signed by residents of 15 of the 18 houses on Plymouth Road. The remaining 3 property owners were unavailable to sign the petition but support it.

Michael Beram, 4933 Plymouth Road, appeared before Council in support of Mr. Norton.

Mr. McKown stated that the streets included in the Road Program this year were determined by the work of the utility companies. Mrs. DePuy stated that Grove Road was also unexpectedly added to the paving list. Trade-offs had to be made.

Mr. Rusmisl stated that Plymouth Road has been on the "short list" for paving for the past three years. There is still money in the budget to cover it this year.

M-7 Mr. McKown moved, seconded by Mr. Lahr to add Plymouth Road as an Add Alternate Bid to the 2018 Road Program Bid. The motion carried unanimously.
Leo Daly, 4559 Norwin Road, appeared before Council to give a report from the Library Board.

MAYOR:

Mayor Nowalk reported on the following items:

- The Borough reported 5.88 percent of the calls to animal control services in March.
- Mayor Nowalk stated that the Chief reports that over the past week Whitehall PD hosted the first of a series of 6 classes titled "Talk Tactics." This class is being taught by SHACOG CIRT Team Negotiators. It is aimed at teaching basic skills to help officers communicate with people in crisis situations. Six Whitehall Officers attended this training.
- Mayor Nowalk stated that the Chief would like to remind residents that the Department has a collection box for unused prescription drugs in the lobby. The Department has collected over 70 pounds of unwanted drugs in the first quarter of 2018.
- Mayor Nowalk stated that he received a letter from a resident thanking Officer Smith and Dispatcher Kukan for their assistance during a medical emergency.
- Mayor Nowalk stated that he approved a block party request for 4900 Carlyn Drive on June 9th.
- Mayor Nowalk stated that Earth Day Clean Up will be April 21st. Ms. Book and the Mayor will attend. The bus will leave at 9AM.
- Mayor Nowalk stated that there is an Eagle Scout Ceremony on April 29th at 3 PM that he is unable to attend. Mr. Nagy will attend on behalf of Whitehall Borough.

SOLICITOR:

No report.

ENGINEER:

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

- Doverdell Drive Watershed Project -- Merante's crews continued storm and sanitary sewer construction between Doverdell and Rolling Hills. They will be starting the storm sewer construction adjacent to Turkall next week. Restoration will be starting in the next few weeks. 95% of the pipe has been installed. The tank and inlets are functioning.

M-8 Mr. Lahr moved, seconded by Mr. McKown to approve Payment Application No. 10 in the amount of \$153,895.09 to A. Merante Contracting. The motion carried unanimously.

- Operations & Maintenance -- An emergency sanitary sewer repair was completed along SR 51 near the Dairy Queen and Stewart Avenue. Roto Rooter completed the sanitary sewer repair including the necessary by pass pumping and CCTV.
- Operations & Maintenance -- The 2018 CCTV Contract bid opening is scheduled for April 25th.
- Mr. Rusmisl stated that Gateway Engineers will be performing smoke tests in the Spring Valley, McKee and Doverdell areas sometime in May.
- Echo Glen -- There are 30 trees left to be planted. The Borough is waiting for permission from South Hills Country Club to enter the property. It would be ideal if they can be planted before they bloom. Mr. Veith will contact his brother about permission to enter the property to plant trees. Rudzik has repaired the pond that was damaged during the June 14th storm. The final pay application and Change Order No. 4 have been prepared.

M-9 Mr. Lahr moved, seconded by Mr. Veith to approve Payment Application No. 5 and Final, which includes Change Order No. 4, in the amount of \$38,327.23 to Rudzik Excavating, subject to approval of the final bond. The motion carried unanimously.

Mr. Leventry stated that drawings for Frank Park are being prepared and the project will be bid soon.

MANAGER:

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

- Hogan Agreement – Mr. Hogan has signed the agreement covering the drainage issues at his property. Council will need to authorize the President and Manager to sign on behalf of the municipality.
- M-10 Mr. Lahr moved, seconded by Mr. Veith to authorize the proper Borough officials to sign the agreement. The motion carried unanimously.
- Gateway Agreement – Gateway Engineers has provided their contract to design, bid and inspect the 2018 Road Paving Program. The cost is \$58,000, which is similar to last year.
- M-11 Mr. McKown moved, seconded by Mr. Lahr to approve the Gateway Agreement. The motion carried unanimously.
- Columbia Gas Right of Way – The Solicitor and Engineer have reviewed the easement agreement with Columbia Gas and made a few changes. Council will need to authorize the proper Borough officials to sign on behalf of the municipality.
- M-12 Mr. Lahr moved, seconded by Mr. McKown to authorize the proper Borough officials to sign the agreement. The motion carried unanimously.
- My Work Initiative – Mr. Harris and Mr. Leventry recently met with representatives of the Department of Labor and Industry to discuss their My Work Initiative program. It is conducted through the Office of Vocational Rehabilitation (OVR). Basically, they are asking employers to give high school students with disabilities an opportunity to learn job skills via part-time summer jobs. The entire cost is covered by the OVR, including wages, insurance, etc. They will send interested candidates from the BW School District to interview and the hiring decision is made strictly by the employers. The OVR will provide some monitoring and reporting for the individual as part of the program as well. Mr. Harris and Mr. Leventry thought we should try to get someone for Public Works, and possibly a camp counselor or two for the recreation program. Mr. Leventry also suggested OVR contact the Library and SHIM.
- M-13 Mr. McKown moved, seconded by Mr. Lahr to participate in the program for 2018. The motion carried unanimously.

PLANNING & ZONING:

Mr. Dellett stated that any Council member interested in attending the training session for planning and zoning RSVP to him. He also stated that he will be presenting a subdivision application at the May 2nd Council meeting. A report on permits issued was given to Council.

Mr. McKown inquired about the status of regulating Air BnB properties in the Borough. Mr. Firman stated that he is working on an Ordinance to strengthen existing regulations.

Mayor Nowalk thanked Marc Zeoli for attending a recent meeting of the Whitehall Wildlife Management Committee.

PUBLIC WORKS:

Mr. Nagy stated that Public Works is waiting for nicer weather to work on some projects. Mr. Harris stated that starting next Monday, weather should be nice enough to do some basin repairs throughout the Borough. Mr. Nagy suggested that Mr. Harris look into a product called Hydra Block as a potential solution for the drainage issues at Snyder Park. Mr. Harris stated that lights at the tennis courts will be replaced and turned on for May 1st.

PUBLIC SAFETY:

Chief Henderson stated that the Department received very positive feedback on the training facilities for the Talk Tactics program. Penn State University would like to come back.

Mr. McKown stated that the Chief reports that the second of our new vehicles should be delivered this week and will be sent out for painting and graphics. The Department's first car should be back from upfitting within the next week.

RECREATION:

No report.

ADMINISTRATIVE SERVICES:

Mrs. DePuy stated that the Administrative Committee will meet to discuss smoking in Borough parks.

Mr. Lahr stated that the Borough Magazine won 3rd place in the Newsletter Category in a recent PSAB contest.

LIBRARY

Mr. Veith stated that he received an email from a resident describing an example of the Wonder Acts of Kindness campaign working in the Borough.

NEW BUSINESS:

Mr. McKown stated that he was very impressed by the recent ALOM conference.

Ms. Book stated that PCN will be in the Borough on July 20th to film a piece highlighting Whitehall Borough. The piece will air in September.

Mr. McKown stated that Richard Miller has submitted his resignation from the Civil Service Commission. A replacement volunteer is needed.

M-14 Mr. McKown moved, seconded by Mr. Lahr to authorize Mr. Leventry to advertise for the position. The motion carried unanimously.

ADJORNMENT:

M-15 Mrs. DePuy, seconded by Mr. Lahr to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 9:10 PM.

READ AND APPROVED THIS DAY OF MAY 2, 2018:

Manager



