



**BOROUGH OF WHITEHALL**  
**Notice of Meeting**  
**April 3, 2019**  
**7:00 PM**

The Council of the Borough of Whitehall will meet Wednesday, April 3, 2019, at 7:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

**AGENDA FOR REGULAR MEETING**  
**April 3, 2019**

- 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 – Wertz
- VI. Consideration of the Minutes of March 20, 2019
- VII. Citizens' Requests
- VIII. Reports of the Following Officers:
  - A. Mayor - Nowalk
  - B. Solicitor - Firman
  - C. Engineer – Rusmisel
  - D. Manager – Leventry
  - E. Assistant Manager - Wertz
- IX. Reports of the Following Committees:
  - A. Recreation – Wotus, McKown, Lahr
  - B. Administrative Services – Nagy, Lahr, Wotus
  - C. Library – McKown, Book, Wotus
  - D. Planning & Zoning – Lahr, Book, DePuy
  - E. Public Works – Book, Nagy, DePuy
  - F. Public Safety – DePuy, McKown, Nagy
- X. Delegate Reports:
  - A. Allegheny County Boroughs Association – Book, DePuy
  - B. Chamber of Commerce – Wotus, McKown
  - C. Economic Development South -Nagy
  - D. Medical Rescue Team South Authority – McKown, Lahr
  - E. South Hills Area Council of Governments – Veith, Lahr
- XI. New Business
- XII. Adjournment

**BOROUGH OF WHITEHALL**

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MINUTES OF THE APRIL 3, 2019 COUNCIL MEETING

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## BOROUGH OF WHITEHALL

Regular Meeting April 3, 2019

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, April 3, 2019, at 7:00 PM, for a regular meeting. President Veith called the meeting to order, followed by the Pledge of Allegiance.

President Veith 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  
William J. Veith  
John A. Wotus  
James F. Nowalk, Mayor  
Irving S. Firman, Solicitor  
Scott Rusmiser, Engineer

Absent: Glenn P. Nagy

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

CONSIDERATION OF BILLS & PAYROLL

- M-1 Ms. Book moved, seconded by Mr. McKown, that the bills contained on the bill list presented to Council on April 3, 2019 for \$136,732.11 from the General Fund, \$31,089.41 from the Storm Sewer Fund, \$117,709.32 from the Sanitary Sewer Fund and \$8,360.75 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 \$9,106.23 from the General Fund and \$65,306.47 from the Payroll Fund be ratified. The motion carried unanimously.
- M-3 Ms. Book moved, seconded by Mr. McKown, that General Fund payroll for the period ending March 29, 2019 for \$145,909.55, as presented to Council on April 3, 2019, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

M-4 Mr. Lahr moved, seconded by Ms. Book to approve the Minutes of the March 20, 2019 Council Meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

Mark Maurizi, 3222 Bel Air Drive, appeared before Council on behalf of the Democratic Committee to request permission to plant a tree in one of the Borough parks on Earth Day. The Committee has spoken with Donna McCrea of the Shade Tree Commission and she does not see an issue with the Democratic Committee's plan. The Democratic Committee would pay for the tree – it would be 8 to 10 feet tall and low maintenance. Mr. Leventry stated that he would need to see a map with the proposed location of the tree marked on it before approving the planting. Ms. McCrea will coordinate with Ms. Wertz as far as selecting a park and location that will fit with the Borough's Park Master Plan.

MAYOR:

Mayor Nowalk presented his report for March 2019:

EMS Assists.....	153
Court/Hearings/Pretrial . . . . .	116
Accidents . . . . .	26
Criminal Arrests (2 DUI). . . . .	34
Traffic Stops . . . . .	234
Traffic Details . . . . .	105
Written Traffic Citations. . . . .	120
Written Warnings Traffic Violations. . . . .	145

Total amount of money collected and turned over to the Borough during March 2019, amounted to \$4,864.33 the breakdown is as follows:

MVC from District Magistrate .....	\$1,521.68
Crimes Code and Code violations	
from District Magistrate .....	\$1,249.98
Parking Fines .....	\$1,260.00
Copies .....	\$210.00
Miscellaneous –Mechanical License Fees	\$250.00
Fines from Clerk of Courts.....	\$372.67

Mayor Nowalk reported on the following items:

- Mayor Nowalk stated that he received thank you notes from Whitehall Elementary for participating in Read Across America at the school.
- Mayor Nowalk stated that he received a letter from a resident on Highgrove Road thanking the Whitehall Police for responding to a call in the middle of the night. The resident's alarm went off due to the high winds.
- Mayor Nowalk stated that the Chief reports that last week Dispatchers Kukan and Mabon, along with Deputy Chief Gagorik, received 16 hours of training through the Pennsylvania State Police on the new NIBRS Crime reporting system. This will replace the current Uniformed Crime report used nationwide.
- Mayor Nowalk stated that on March 27<sup>th</sup> Sergeant Hinkle, Sergeant Gaebel, Officer Meyer and Officer Persichetti attended Defensive Driving Training at PITT RACEWAY. This training was arranged through the SHACOG Chiefs Advisory Board.
- Mayor Nowalk stated that tomorrow is the DARE graduation for 5<sup>th</sup> graders at St. Gabriel's. It will be Officer Artman's last DARE graduation.
- Mayor Nowalk stated that he was invited by the Jefferson Foundation to speak with Tim Hindes at an event at Crown Plaza promoting resiliency on May 8<sup>th</sup> from 9:30AM to 3:00PM.

SOLICITOR:

Mr. Firman had no report.

Mayor Nowalk stated that he received a call from a resident that was upset about receiving a notice of violation from the Code Enforcement Officer about a recreational vehicle parked on his property. The notice of violation that was sent was originally drafted by the Solicitor. Mayor Nowalk inquired if there was a better way to communicate with residents. Mr. Firman stated that he cannot comment on ongoing litigation. He is willing to review the draft letter and the process taken by the Code Enforcement Officer. A notice of violation is written using specific language under the Municipalities Planning Code. It is an enforcement notice governed by statute.

Mayor Nowalk stated that he wanted to address the Borough's approach to violations.

ENGINEER:

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

- Doverdell Drive Watershed Project – Crews resumed restoration work including work at Baldwin Manor Park. Change Order No. 10 regarding slide repairs has been prepared.

M-5 Mr. McKown moved, seconded by Mr. Lahr to approve Payment Application No. 10 in the amount of \$208,257.42 to A. Merante. The motion carried unanimously.

M-6 Mr. McKown moved, seconded by Ms. Book to approve Payment Application No. 17 in the amount of \$197,844.55 to A. Merante. The motion carried unanimously.

Mr. Leventry, Mr. Rusmisl and Mr. Yevins will meet tomorrow to review all of the financials related to the Doverdell Drive Project.

- Operations & Maintenance Plan – Three bids for the 2019 Sanitary Sewer CCTV contract were received on March 28, 2019. The low bidder was State Pipe Services, Inc. with a bid amount of \$94,455.00.

M-7 Mr. Lahr moved, seconded by Ms. Book to award the 2019 Sanitary Sewer CCTV contract to State Pipe Services, Inc. in the amount of \$94,455.00. The motion carried unanimously.

- Operations & Maintenance Plan – The 2017 Sanitary Sewer Excavation contract is complete. A final Payment Application has been prepared.

M-8 Mr. Lahr moved, seconded by Ms. Book to approve Payment Application No. 10 and Final in the amount of \$26,064.07 to Roto Rooter Services. The motion carried unanimously.

- DCNR Grant – Gateway Engineers is assisting in the preparation of the DCNR Grant application for Phase I of Prospect Park improvements. The grant is to be based on the concept plan that is part of the Parks Master Plan.
- Frank Street Park – The final punchlist items are to be completed by April 5<sup>th</sup>. The final wearing course on the parking lot is to be completed next week.

- Salt Storage – Structural engineers finalized the foundation plans. Gateway is soliciting proposals from electrical engineers for the improvements needed at the existing Public Works Garage. Gateway will be meeting with LLI on the 28<sup>th</sup> to review the existing conditions at the Public Works building.
- Streets Run Storm Sewer Construction – The hydraulic model has been finalized. Plans are being prepared. Easement documents will be drafted once the design plans are completed. HOP and E&S plans will be prepared for permitting after the design plans are completed.
- Echo Glen Storm Sewer Improvements – Bids were opened today. Only two contractors picked up the bid specs. One bid from Roto Rooter was received. It is lower than the \$58,000 estimate.

M-9 Mr. Lahr moved, seconded by Ms. Book to award the bid to Roto Rooter in the amount of \$52,224.00. The motion carried unanimously.

MANAGER:

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

- Cart Rollout – The final delivery of trash totes to Steeplechase and Lawnview Drive(s) were supposed to occur today. It seems as though Lawnview Drive(s) were missed again. Public Works will be performing some swaps going forward.

Mr. Wotus inquired about automated collection for recycling. Mr. Leventry stated that refuse companies prefer manual collection for recycling now with the changes in items that can/cannot be recycled. It is easier to spot contamination with manual collection. The industry is very much in flux right now.

ASSISTANT MANAGER:

Ms. Wertz reported on the following items according to the written report given to Council:

- DCNR Grant – A meeting with Kathy Frankel from DCNR was held yesterday onsite at Prospect Park regarding the Borough's application for Phase I of renovations there. A preliminary plan for Phase I was provided to Council, along with a cost estimate. Two items are needed to complete the grant application – a letter of cash commitment from Borough Council and a Resolution authorizing Mr. Leventry to sign the grant agreement.

M-10 Mrs. DePuy moved, seconded by Mr. Wotus to read the Resolution in its entirety. The motion carried unanimously.

M-11 After the reading of the Resolution, Mr. McKown moved for adoption. Mr. Wotus seconded the motion. On a roll call vote Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. McKown, Mr. Veith and Mr. Wotus voted yes. The Resolution No. is 981.

M-12 Mr. McKown moved, seconded by Mr. Lahr to authorize Council President to sign the letter of cash commitment. The motion carried unanimously.

Ms. Wertz stated that Ethic Forms are due May 1.

#### RECREATION:

Mr. Wotus stated that the next Board meeting is April 8<sup>th</sup>. Breakfast with the Easter Bunny will be April 6<sup>th</sup> at Harrison Middle School. The Board is partnering with the Library to host a Drive-In movie in the Community Room. Water aerobics registration for Whitehall residents will be May 6<sup>th</sup>. Non-residents may register on May 13<sup>th</sup>. Yoga in the Park starts in June. The Summer Recreation Program starts on June 17<sup>th</sup>.

#### ADMINISTRATIVE SERVICES:

No report.

#### LIBRARY

No report.

#### PLANNING & ZONING:

Mr. Lahr provide an update on various projects being handled by the Planning, Zoning and Code Enforcement Office.

#### PUBLIC WORKS:

Ms. Book stated that Public Works crews have been painting the garage, repairing basins and preparing for the summer months.

Mr. Leventry stated that the backhoe is still being disassembled and many issues are being found. It is a slow repair process.

PUBLIC SAFETY:

Mrs. DePuy stated that Oxford Development sent a letter announcing that this year's Caste Fireworks show will be June 28<sup>th</sup>. Oxford Development is requesting that Whitehall Borough share in the event's costs in particular the cost of security provided by the Whitehall Borough Police Department.

M-13 Ms. Book moved, seconded by Mrs. DePuy to provide security for the Caste Village Fireworks show at no cost. The motion carried unanimously.

Mr. McKown inquired about the Library's fireplace and the MRTSA roof bid. Ms. Wertz and Mr. Leventry provided updates on both projects.

Mr. McKown inquired about roads in Steeplechase that have not been accepted by the Borough. Mr. Rusmisl stated that Caste is working on punchlist items related to sewer issues there. The developer attempted to close the E&S Plan but it was rejected by the ACCD. Mr. Rusmisl will follow up tomorrow.

DELEGATE REPORTS

ACBA – Ms. Book stated the the Conference at 7 Springs starts tomorrow. Mr. Firman stated that a partner at his firm will be giving a presentation on medical marijuana in the workplace.

CHAMBER OF COMMERCE – Mr. Wotus stated that there is a luncheon tomorrow at the South Hills Country Club. Education grants will be announced and there will be a preview of the High School Spring Musical. There is a women's networking luncheon on April 12<sup>th</sup>.

EDS – Mr. McKown stated that EDS is narrowing down its selection of a new ED.

MRTSA – Mr. McKown stated that the computer systems are back up after the storm. Don Baumgarten from Castle Shannon has retired. He was the longest serving MRTSA Board member. With his departure, Mr. McKown is the current longest serving board member.

Mr. Lahr asked that Mayor Nowalk write up a citation for Mr. Baumgarten. Mayor Nowalk agreed to do so.

SHACOG – Mr. Veith stated that the Committee met on March 21<sup>st</sup>. Recycling is still a hot topic. PA is one of 26 states that require recycling. The market for recyclables is declining and more items are going into the trash. Mr. Leventry stated that Michael Brothers is extending their glass recycling program. The banquet at Nevillewood is April 25<sup>th</sup>.

NEW BUSINESS:

Mr. McKown stated that the Borough's Recognition Dinner is April 12<sup>th</sup> at South Hills Country Club.

ADJORNMENT:

M-14 Mr. McKown moved, seconded by Ms. Book to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 7:56 PM.

READ AND APPROVED THIS DAY OF APRIL 17, 2019:

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Manager 