



BOROUGH OF WHITEHALL
Notice of Meeting
June 5, 2019
7:00 PM

The Council of the Borough of Whitehall will meet Wednesday, June 5, 2019, at 7:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

AGENDA FOR REGULAR MEETING

June 5, 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 May 15, 2019
- VII. Citizens' Requests
- VIII. Reports of the Following Officers:
 - A. Mayor - Nowalk
 - B. Solicitor - Firman
 - C. Engineer – Rusmisl
 - D. Manager – Leventry
 - E. Assistant Manager - Wertz
- IX. Reports of the Following Committees:
 - A. Library – McKown, Book, Wotus
 - B. Planning & Zoning – Lahr, Book, DePuy
 - C. Public Works – Book, Nagy, DePuy
 - D. Public Safety – DePuy, McKown, Nagy
 - E. Recreation – Wotus, McKown, Lahr
 - F. Administrative Services – Nagy, Lahr, Wotus
- 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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BOROUGH OF WHITEHALL

Regular Meeting June 5, 2019

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, June 5, 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
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
Keith P. Henderson, Chief of Police
Courtney M. Wertz, Assistant Manager

CONSIDERATION OF BILLS & PAYROLL

- M-1 Ms. Book moved, seconded by Mr. Lahr, that the bills contained on the bill list presented to Council on June 5, 2019 for \$111,685.96 from the General Fund, \$48,822.44 from the Storm Sewer Fund, \$45,041.96 from the Sanitary Sewer Fund and \$36,489.73 from the Capital Projects Fund be approved. The motion carried unanimously.
- M-2 Ms. Book moved, seconded by Mr. Lahr, that checks and transfers for \$10,286.67 from the General Fund, \$1,256.79 from the Sanitary Sewer Fund and \$49,816.02 from the Payroll Fund be ratified. The motion carried unanimously.
- M-3 Ms. Book moved, seconded by Mr. Lahr, that General Fund payroll for the period ending May 24, 2019 for \$153,624.73, as presented to Council on June 5, 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 May 15, 2019 Council Meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

Donna McCrea, 305 Southvue Drive, appeared before Council on behalf of the Shade Tree Commission to provide an update on Council's request to provide a policy or guidelines for planting trees in public spaces. The Shade Tree is reviewing other policies now and will have something for Council at the next meeting. Ms. McCrea stated that Council was also sent a proposal for planting trees on Lantern Hill Extension for review. If Council is willing to wait, the Shade Tree Commission can apply for a DCNR grant next year for the cost of the trees. The Borough's in-kind match would be Public Works labor digging the holes.

Mary Scherer, 4837 Roberta Drive, appeared before Council with complaints about smoke from her neighbor's fire pits. She called the Police last week and was told her neighbor's fire was a legal burn. Chief Henderson stated that the Department investigates every time Ms. Scherer calls. Mr. Lahr stated that the Code references "voluminous smoke" which needs clarification. Mayor Nowalk stated that topography should be addressed in the Ordinance as some properties may be affected more than others due to location of their homes.. Chief Henderson stated that most complaints the Department receives concern the burning of yard waste.

MAYOR:

Mayor Nowalk presented his report for May 2019:

EMS Assists.....	198
Court/Hearings/Pretrial	121
Accidents	14
Criminal Arrests (2 DUI).	27
Traffic Stops	162
Traffic Details	111
Written Traffic Citations.	102
Written Warnings Traffic Violations.	88

Total amount of money collected and turned over to the Borough during May 2019, amounted to \$4,844.17 the breakdown is as follows:

MVC from District Magistrate	\$1,265.74
Crimes Code and Code violations from District Magistrate	\$1,181.41
Parking Fines	\$1,320.00
Copies	\$195.00
Fines from Clerk of Courts	\$882.02

Mayor Nowalk reported on the following items:

- Mayor Nowalk stated that Don Baumgarten was pleased with the letter from Whitehall Borough. He was touched by the gesture. Mr. McKown stated that there was a ceremony at the last MRTSA meeting for Mr. Baumgarten.
- Mayor Nowalk stated that his overnight reservation for the PSAB conference was made. He also submitted an article on RADAR to the PSAB magazine for publication.
- Mayor Nowalk stated that the Memorial Day Ceremony went well. He thanked Ms. Book for putting everything together.
- Mayor Nowalk stated that he approved a block party for Old Boston Road on July 27th.
- Mayor Nowalk stated that his father, a former Whitehall Person of the Year, is featured in the current edition of the Pittsburgh Quarterly.
- Mayor Nowalk stated that he attended a RADAR meeting. They are pushing the Chair of the Senate Transportation Committee to consider the bill on the Senate floor. There is a great team working on it.
- Mayor Nowalk stated that he received a request from a member of the Whitehall Fire Company to purchase pool passes even though he is not a Whitehall resident. Mrs. DePuy asked if the request was for free passes or the opportunity to purchase passes. Mr. Nagy stated that it is a slippery slope citing Police Officers as an example. Mr. Leventry stated that employees of the Borough are allowed to purchase pool passes. Fire Fighters are volunteers which is different.

M-5 Mr. Lahr moved, seconded by Ms. Book to allow members of the Whitehall Fire Company to purchase pool passes for themselves, their significant other/spouse and children to the Whitehall Borough Pool. The motion carried unanimously.

- Mayor Nowalk stated that Whitehall resident Jennie Bucci will be celebrating her 100th Birthday on June 9th. Ms. Bucci has lived 76 years in the Whitehall area. He wishes to proclaim June 9, 2019 as “Jennie Bucci Day.”

M-6 Mr. McKown moved, seconded by Ms. Book to concur with the Mayor’s proclamation. The motion carried unanimously.

SOLICITOR:

Mr. Firman had 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 – Restoration and punch list work continued. Merante has been working to address the remaining resident restoration issues. The retainage has been reduced from 5% to 2%. Payment Application No. 18 has been prepared.

M-7 Mr. Lahr moved, seconded by Ms. Book to approve Payment Application No. 18 in the amount of \$145,750.82 to A. Merante. The motion carried unanimously.

- Operations & Maintenance Plan – Three bids were received for the 2019 Sanitary Sewer Excavation Repair Contract. Roto Rooter Services Company was the low bidder with a bid amount of \$196,242.42.

M-8 Mr. Lahr moved, seconded by Mr. McKown to award the 2019 Sanitary Sewer Excavation Repair Contract to Roto Rooter Services Company in the amount of \$196,242.42. The motion carried unanimously.

- Operations & Maintenance Plan – Four bids were received for the 2019 Sanitary Sewer Capital Lining Program. Insight Pipe Contracting LLC was the low bidder with a bid amount of \$193,300.00.

M-9 Mr. Lahr moved, seconded by Mr. McKown to award the 2019 Sanitary Sewer Capital Lining Program to Insight Pipe Contracting LLC in the amount of \$193,300.00. The motion carried unanimously.

- Operations & Maintenance Plan – Two bids were received for the 2019 Sanitary Sewer Spot Lining Repair Contract. State Pipe Services, Inc. was the low bidder with a bid amount of \$52,112.00.
- M-10 Mr. Lahr moved, seconded by Ms. Book to award the 2019 Sanitary Sewer Spot Lining Repair Contract to State Pipe Services, Inc. in the amount of \$52,112.00. The motion carried unanimously.
- 2018 Road Program – Mele & Mele & Sons, Inc. has completed all the construction work for the 2018 Road Program except for a few final punch list items. The parking lot at Frank Park has been paved. Payment Application No. 2 has been prepared.
- M-11 Mr. Lahr moved, seconded by Mr. McKown to approve Payment Application No. 2 to Mele & Mele & Sons, Inc. in the amount of \$43,871.16. The motion carried unanimously.
- 2019 Road Program – Contract documents have been signed and returned by Mele & Mele & Sons, Inc. A preconstruction meeting will be scheduled.
 - Frank Street Park – The miscellaneous sewer lateral repairs have been completed.
- M-12 Ms. Book moved, seconded by Mr. McKown to approve Payment Application No. 4 and Final in the amount of \$5,896.50 to A. Folino Construction, Inc. contingent upon the receipt of the 2-Year 50% maintenance bond and to approve Change Order No. 1 in the amount of \$350.00 for the installation of an additional fan in the pavilion.
- Streets Run Storm Sewer Construction – Easement documents were prepared by the Solicitor on May 20th. Plans and application for the highway occupancy permit were submitted May 13, 2019. Gateway Engineers will host a meeting on June 20th for residents that will be affected by construction. They are still waiting to hear from PennDOT about the HOP permit.
 - Echo Glen Storm Sewer Improvements – Roto Rooter finished the storm sewer construction and are completing restoration items. The final Payment Application will be presented at the next meeting.
 - Whitehall Pool Room – Gateway Engineers is preparing a budget estimate and construction documents for structural improvements needed at the pool room. Plans and construction documents will be prepared so work could begin after the pool closes. There will be a meeting with Mr. Harris on Friday to measure the room. Estimated cost of repairs is \$50,000.

- Salt Storage – The electrical engineers have finalized design work on upgrading the panels at the existing Public Works garage. Site plans are being refined for submission to the Planning Commission. Bidding documents are being finalized. Advertisements and bid dates will be coordinated with the Manager. The project should be constructed by October 2019.

Mrs. DePuy stated that there is a rumor going around the Borough that the Whitehall Borough Pool will be closed next summer. That is untrue. Mr. Rusmiser stated that the work that will be done at the Pool Room will be low impact and not affect the pool season. Mr. McKown stated that the Pool will need to be shut down at some point for major repairs which Council needs to plan for.

MANAGER:

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

- Resolution to Re-adopt the Emergency Operations Plan – Mr. Leventry stated that the Borough's emergency operations plan is required to be re-adopted via Resolution every two years.

M-13 Mr. McKown moved, seconded by Ms. Book to read the Resolution. The motion carried unanimously.

M-14 After the reading of the Resolution, Mr. McKown moved for adoption. Ms. Book 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 982.

- Military Banners – Mr. Harris has informed the Borough that they are just about out of places to hang Military Banners. The only logical streets left appear to be Streets Run Road, Weyman Road and Grove Road. Council will need to approve the streets for the banners.

Mrs. DePuy stated that she has an issue with the empty brackets being left on the poles during the winter months. Ms. Book explained how the previous volunteer in charge of the program fell ill and quit. A new volunteer has offered to take over. It is a big task running the program. Ms. Book also stated that the owners of Manor Care gave permission to use their parking lot to hang banners.

M-15 Mr. Lahr moved, seconded by Ms. Book to approve Streets Run Road, Weyman Road and Grove Road for Military Banners to be hung. The vote was 5-1 with Mrs. DePuy dissenting.

Mr. Leventry requested an executive session for a matter of litigation.

Mayor Nowalk stated that the Brentwood Borough Annual 4th of July Parade is coming up. He will be in the parade and encouraged others to go.

Mayor Nowalk stated that he received a letter from the Census Bureau about the "New Construction Program" which allows municipalities to update their list of residents by including construction that is in progress but will be completed by April 1, 2020. Mr. Leventry also received a copy of the letter and will follow up.

Mr. Lahr stated that the gas company needs to properly fix streets they have dug up. Mr. Leventry will call the contractor(s).

ASSISTANT MANAGER:

Ms. Wertz reported that Mr. Yevins opened a checking account at WesBanco today to be used for Recreation purposes. Specifically, online registration for the 5K race at Community Day.

LIBRARY

No report.

PLANNING & ZONING:

Mr. Lahr stated that the Planning & Zoning Committee met prior to the Council meeting to discuss electronic dog fences. The Committee recommends using existing ordinances to remind residents not to place items in easements, including electronic dog fences. Reminders will be placed on the Borough website and in the next Borough Magazine. A new Ordinance does not need to be passed

Mr. Firman is working on updating the Sign Ordinance.

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

PUBLIC SAFETY:

Mrs. DePuy stated that the Chief reports the Police Department's computer network was completely restored by Tulip Systems on May 29th. All hardware, software and processes are working correctly and the Department suffered no loss of data. The Department is in the process of establishing their own Department Email System through Microsoft Office 365. Chief Henderson stated that there are security guidelines that the Department must comply with to ensure the system is secure.

Mrs. DePuy stated that the Chief reports that Officer James Lostetter and Officer Casey Korey have fulfilled their one-year probation as of today. The Chief reports that Officer Lostetter and Officer Korey have completed all necessary training and have been satisfactorily performing their duties as patrol officers.

M-16 Mrs. DePuy moved, seconded by Mr. McKown to retain Officer Lostetter and Officer Korey. The motion carried unanimously.

PUBLIC WORKS:

Ms. Book stated that Public Works crews have been busy assembling brackets for the Military Banner Program, maintaining the parks and pool, removing hedges, assembling picnic tables for Frank Park and tree planting.

Mayor Nowalk inquired if the speaker that is normally used for the Memorial Day Ceremony has been located. It has not. Ms. Wertz will order a new one.

RECREATION:

Ms. Book stated that she submitted an article to PSAB for the Borough News Magazine about Whitehall Borough's Community Day in August. The article will run in the August edition.

ADMINISTRATION

No report.

DELEGATE REPORTS

ACBA – Ms. Book stated that the annual PSAB Conference in Hershey starts this weekend. A Resolution regarding the maintenance of state roads by Boroughs will be discussed.

CHAMBER OF COMMERCE – Mr. McKown stated that there is a luncheon tomorrow at the South Hills Country Club. It will be a celebration of the Country Club's 60th Anniversary.

EDS – Mr. Nagy stated that the new Executive Director for EDS started last week. Mr. Leventry stated that John Slater will be bringing her to a Council meeting in the future. Mr. Nagy stated that the fresh food store in Clairton is exceeding expectations and the Mt. Oliver bakery is doing great.

MRTSA – Mr. McKown stated that there was a presentation for Don Baumgarten at the last MRTSA meeting.

SHACOG – Mr. Veith stated the hot topic of the May meeting was recycling. North Strabane has expressed interest in joining SHACOG. There have been no objections so far. They would be the 23rd community to join SHACOG.

NEW BUSINESS:

Ms. Book thanked Mayor Nowalk for speaking at the Memorial Day Ceremony. Senator Iovino and Representative Kortz were also present. The Residences of Whitehall brought a van full of residents to the ceremony.

Mrs. DePuy sent an article on sustainable communities to Council. She asked that Council review the list to see if they think Whitehall Borough is already performing sustainable activities.

ADJORNMENT:

Mr. Veith stated that tomorrow is the 75th Anniversary of D-Day. He asked that the meeting be adjourned in memory of those that lost their lives that day.

M-17 Mr. McKown moved, seconded by Ms. Book to adjourn the meeting in honor of the 75th Anniversary of D-Day and those that lost their lives. The motion carried unanimously.

The meeting adjourned at 8:20 PM.

READ AND APPROVED THIS DAY OF JUNE 19, 2019:

Manager



