



**BOROUGH OF WHITEHALL**  
**Notice of Meeting**  
**April 15, 2020**  
**7:00 PM**

The Council of the Borough of Whitehall will meet Wednesday, April 15, 2019, at 7:00 PM, at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, for a regular meeting.

**AGENDA FOR REGULAR MEETING**  
**April 15, 2020**

- 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 – Veith
- VI. Consideration of the Minutes of March 4, 2020 & March 25, 2020
- 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. Administrative Services – Veith, McKown, Wotus
  - B. Library – Lahr, Book, McKown
  - C. Planning & Zoning – Wotus, Veith, DePuy
  - D. Public Works – Book, Lahr, DePuy
  - E. Public Safety – McKown, Lahr, Wotus
  - F. Recreation – DePuy, Veith, Book
- X. New Business
- XI. Adjournment

BOROUGH OF WHITEHALL

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MINUTES OF THE APRIL 15, 2020 COUNCIL MEETING

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## BOROUGH OF WHITEHALL

Regular Meeting April 15, 2020

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, April 15 2020, at 7:00 PM, for a regular meeting. President Nagy called the meeting to order, followed by the Pledge of Allegiance.

President Nagy announced that all meetings will be recorded auditorily.

ROLL CALL:

Present: Linda J. Book  
 Kathleen N. DePuy  
 Philip J. Lahr  
 Robert J. McKown  
 Glenn P. Nagy  
 William J. Veith  
 John A. Wotus (via telephone)  
 James F. Nowalk, Mayor (via telephone)  
 Irving S. Firman, Solicitor  
 Scott Rusmisl, Engineer

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

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 15, 2020 for \$198,418.73 from the General Fund and \$34,926.66 from the Sanitary Sewer Fund be approved. The motion carried unanimously.
- M-2 Mr. Veith moved, seconded by Mr. McKown, that checks and transfers for \$577,479.03 from the General Fund, \$50,847.98 from the Storm Sewer Fund, \$57,186.18 from the Sanitary Sewer Fund, \$1,962.50 from the Doverdell Drive Storm Sewer Fund, \$11,526.24 from the Capital Projects Fund and \$152,399.63 from the Payroll Fund be ratified. The motion carried unanimously.
- M-3 Mr. Veith moved, seconded by Mr. Lahr, that General Fund payroll for the period ending March 13, 2020 for \$136,600.63 as presented to Council on April 15, 2020, be ratified. The motion carried unanimously.

- M-4 Mr. Veith moved, seconded by Ms. Book, that General Fund payroll for the period ending March 27, 2020 for \$137,929.31 as presented to Council on April 15, 2020, be ratified. The motion carried unanimously.
- M-5 Mr. Veith moved, seconded by Ms. Book, that General Fund payroll for the period ending April 10, 2020 for \$131,569.16 as presented to Council on April 15, 2020, be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES

- M-6 Mr. Lahr moved, seconded by Mr. Veith to approve the Minutes of the March 4, 2020 Council Meeting as presented. The motion carried unanimously.
- M-7 Mr. Veith moved, seconded by Ms. Book to approve the Minutes of the March 25, 2020 Emergency Council Meeting as presented. The motion carried unanimously.

CITIZENS' REQUESTS:

None.

MAYOR:

Mayor Nowalk presented his report for March 2020:

EMS Assists.....	148
Court/Hearings/Pretrial . . . . .	40
Accidents . . . . .	13
Criminal Arrests (2 DUI) . . . . .	21
Traffic Stops . . . . .	80
Traffic Details . . . . .	19
Written Traffic Citations. . . . .	51
Written Warnings Traffic Violations. . . . .	52

Total amount of money collected and turned over to the Borough during March 2020, amounted to \$4,086.83 the breakdown is as follows:

MVC from District Magistrate .....	\$1,613.39
Crimes Code and Code violations	
from District Magistrate .....	\$939.33
Parking Fines .....	\$810.00
Copies .....	\$165.00
Fines from Clerk of Courts.....	\$559.11

SOLICITOR:

Mr. Firman requested an executive session after the meeting for personnel and litigation matters.

ENGINEER:

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

- Operations & Maintenance – Bids for the 2020 O&M CCTV Contract were received on April 9, 2020. A total of four (4) bids were received. Insight Pipe Contracting, LLC was the apparent low bidder with a bid amount of \$94,850.00.

Mr. McKown inquired if this work is required by DEP. Mr. Rusmisl stated that it is. The work is paid for out of the Sewer Fund.

M-8 Mr. Veith moved, seconded by Ms. Book to award the Whitehall Borough 2020 CCTV Inspections Contract to Insight Pipe Contracting, LLC with a bid amount of \$94,850.00. The motion carried unanimously.

- Operations & Maintenance – Roto Rooter has started work for the 2019 Sanitary Sewer Excavation Repair Contract.

M-9 Mr. Lahr moved, seconded by Mr. Veith to approve Payment Application No. 4 in the amount of \$20,153.27 for the 2019 Sanitary Sewer Excavation Repair Contract to Roto Rooter Service Company. The motion carried unanimously.

- 2020 Road Program – On April 9, 2020, seven (7) bids were received for the 2020 Road Program. Independent Enterprises, Inc. was the low bidder for all combinations of Base Bid and Alternative Bids.

Mr. McKown stated that Council should consider forgoing the Road Program this year due to potential decreased tax revenue.

M-10 Mr. Veith moved, seconded by Ms. Book to table this issue. The motion carried unanimously.

- Salt Storage – All construction has halted as a result of COVID-19. There is a payment application from early March

M-11 Mr. Lahr moved, seconded by Ms. Book to approve Payment Application No. 4 in the amount of \$199,937.00 to Playchak Construction. The motion carried unanimously.

Mr. Leventry stated that construction will not resume until the Governor's order is lifted.

Mr. Lahr inquired about the cause of the flooding at Caste Village during a recent storm.

Mr. Rusmiser stated that Baldwin Manor Park Association requested the Borough install metal bars on the storm inlet pipe in the meadow to ensure safety for children that play in the meadow. As a result of the metal bars across the storm inlet pipe opening, debris from upstream was caught in the pipe. The Baldwin Manor Park Association was warned that this would be a potential side effect of the metal grate. The pipe was 90% blocked during the storm on Saturday. Gateway was on site on Sunday to take pictures and the debris was cleaned up on Monday by Public Works.

Mr. Lahr inquired about removing the metal bars. Mr. Rusmiser stated that the Baldwin Manor Park Association requested them.

Mr. Nagy stated that the Park Association can't have it both ways – the bars keep children out of the pipes but keep debris in and allow it to pile up.

Mr. Leventry stated that Public Works check the culvert and storm drains weekly. It was checked the day before the storm and was clear. Public Works employees will now take a picture of the site to document the date the site is checked.

Mr. Wotus inquired if any complaints were received due to the storm. Mr. Leventry stated that he received one email from Sherill Shepler of the Baldwin Manor Park Association.

Mr. Leventry stated that the drainage system in the park worked as it was designed too as evident by the Park Association's own video of the stream.

Mr. Nagy stated that the trees in the park are old and the branches from those trees broke off and blocked the drainage pipe.

Mrs. DePuy asked for an update on the Borough's Wet Weather Study. Mr. Rusmiser stated that the rain gauge at the Borough building measured 1.8" of rain during Saturday's storm. The Borough has experienced much more significant storms. The debris washing down the ravine in the park and leaves on the ground caused the issues seen at Caste Village.

Mr. Nagy stated the Borough should suggest to the Park Association that they clean up debris in the park to prevent this issue in the future.

Mr. Leventry stated that he was told the Park Association performs a Spring Clean Up annually but he does not know the number of volunteers that participate or if the event still occurs.

Mr. Nagy stated the Park Association must decide between having the bars for safety as they requested or allowing the debris to flow through the culvert unimpeded.

Mr. Rusmisl suggested the residents along the stream be mindful of where they place their leaves in the Fall. It is possible they are blowing the leaves into the ravine and that is what is seen in the Spring storms.

Mr. Wotus suggested that Mayor Nowalk coordinate a Spring Clean Up with the Park Association for Earth Day next year. Mayor Nowalk agreed with that idea.

MANAGER:

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

- SHACOG Salt Contract – SHACOG has begun the process of determining whether Cargill will extend its salt contract for the first option year. The process starts with each individual community writing Cargill directly asking for the extension. Based on an email from Lou Gorski, it appears if the contract were to be extended, the price per ton would drop by \$2.45. Mr. Leventry recommended that Council authorize him to send the letter.

M-12 Mr. McKown moved, seconded by Ms. Book to authorize Mr. Leventry to send the letter to Cargill. The motion carried unanimously.

- Generosity – During this uncertain and difficult time, the Borough has been the recipient of two acts of generosity. The owner of 51 Express Mart donated a case of hand sanitizer to be used among the various Borough departments. Also, Janice Tischler made and donated 25 protective masks that were distributed to Public Works and the Administration staff, as well as Council. The Borough thanks these individuals for thinking about the Borough.

Chief Henderson stated that the Police Department has received multiple donations from residents and non-residents.

Mayor Nowalk stated that he received an email from the Baldwin Manor Park Association regarding the foot bridge in the park that needs repairs. A permit is needed to do the work. The Association was told by Scott Dellett that no permits can be done until April 30<sup>th</sup>.

Mr. Leventry stated that the project requires a building permit and a building inspection. BIU performs building inspections for the Borough and they are only doing emergency inspections currently. The Park Association's project is not an emergency.

Mr. Firman stated that BIU is not working per the Governor's order. This is not a Borough decision.

Mr. McKown stated the work is not allowed to be done as it is not essential at this time.

Mr. Leventry stated that because the foot bridge crosses a stream, it must be inspected for safety reasons.

Mayor Nowalk stated that he thinks the bridge not being repaired is a safety issue.

Mr. Firman stated that if the Borough feels it is an emergency, they could tell BIU to perform the work. Mr. Leventry stated that repairing a foot bridge in the woods is not an emergency right now. Mr. Firman stated the Park Association can block off the existing foot bridge if they feel it is a safety issue and not allow residents to use it.

ASSISTANT MANAGER:

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

- DCNR Grant – Union Park Phase I – A Resolution is needed to complete the grant application for Union Park Phase I. Ms. Wertz has prepared a Resolution.

M-13 Mr. Lahr moved, seconded by Mrs. DePuy 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, Mr. Veith and Mr. Wotus voted yes. The motion carried unanimously. The Resolution No. is 993.

A letter of cash commitment is also needed to complete the grant. Ms. Wertz asked that Council President Nagy be authorized to sign the letter.

M-15 Ms. Book moved, seconded by Mr. Veith to authorized Council President to sign the letter of cash commitment. The motion carried unanimously.

ADMINISTRATIVE SERVICES:

No report.

LIBRARY:

Mr. Lahr gave a report from Library Paula Kelly

PLANNING & ZONING:

Mr. Wotus stated that the Planning & Zoning Committee will meet to discuss the Mayor's veto of Ordinance No. 1127 once it safe for groups to gather.

PUBLIC WORKS:

Ms. Book stated that the split shifts have been working well at Public Works.

Mr. Leventry stated that the 2 new trucks are at Push-N-Pull but Push-N-Pull is not currently open due to the Governor's orders. The Borough is hoping to receive the trucks soon.

PUBLIC SAFETY:

Mr. McKown stated that the Chief reports all training classes for the past month and next month have been canceled in response to Governor Wolf's order.

Mr. McKown stated that the Chief reports that so far, all commercial businesses located within the Borough have been adhering to Governor Wolf's quarantine guidelines.

Mr. McKown stated that MRTSA is doing well. The new interim Director is getting everything organized. Mr. Lahr stated that the Finance Committee of MRTSA met and the organization is in the red.

Mr. McKown stated that he has been selected to fill a vacancy on the Board of the Chamber of Commerce.

RECREATION:

No report.

MANAGER REPORT CONTINUED

The Path Forward – No one truly knows how the COVID-19 situation is going to play out in the coming weeks and months. It appears that a gradual reopening is going to take place for some businesses and professionals. That is going to require certain protective measures such as taking temperatures and the use of protective masks. Obviously, these decisions will be made at the State level.

The very last thing Mr. Leventry sees happening is allowing large groups of people to assemble in confined spaces. Most don't expect that to happen until there is a vaccine in wide distribution. Were that to be the case, it is unlikely the swimming pool opens this year or the summer recreation program happens. It would be surprising if Community Day can be held. Council needs to be prepared for this. 2020 would seem to be a lost year for recreation. The Borough should know more in the next 30 days. Right now, Council needs to make the decision to try to hire staff for summer activities or not.

This might be a year that the Borough doesn't expend money as it is unknown when construction will open up or start again.

Mr. Veith agreed and stated that California has cancelled all events until January 2021. Mr. Wotus stated a drug is not expected until 2021.

Mrs. DePuy stated that that is fatalism talk. She stated that the pool cannot open in May but Council should wait until June to see if a July opening is an option.

Mr. Lahr stated that there is talk of a 2<sup>nd</sup> wave of cases to consider.

Mr. Leventry stated that the Borough building is closed to the public and there is no way to sell pool passes. Mr. Nagy stated that even if restrictions are lifted tomorrow, he questions how comfortable people would feel going to the pool or large gatherings. He does not want to give false hope that the pool will open.

The Borough will not start the hiring process for the pool. The topic will be revisited at the May meeting.

Mr. Leventry is also getting calls about Borough parks remaining open.

Chief Henderson stated that residents are locked up in their houses, looking for space and sunshine. The Department recently broke up a football game at Highlands Park of 50 kids. The Police Department is still actively patrolling the Borough.

Mrs. DePuy inquired if the Police have had any issues with large groups at the parks, aside from the football game at Highlands Park. She stated that the parks are a great place to walk, especially the new walking path at Frank Park.

Chief Henderson stated that they have not. Most people are practicing social distancing. Western Pennsylvania is doing phenomenal in regards to social distancing and reducing community spread.

Borough Council decided to keep the parks open for individual use, to have the Police Department break up group activities and to take the basketball hoops down at all facilities.

Ms. Vetere inquired about the status of Recreation programming.

All May events are to be canceled and the Summer Recreation Program is canceled. The Farmers Market will be discussed once new guidelines are issued by the State. Water aerobics is also canceled.

Mr. Leventry asked Council how they would like to proceed with Council meetings moving forward. Council decided that they would meet the 3<sup>rd</sup> Wednesday of the month but not the 1<sup>st</sup>. Notices will be published accordingly.

Mayor Nowalk inquired about dye tests in the Borough. Mr. Leventry stated that they are still being processed as they come in. There are not very many happening right now.

The Borough has remained open for business. All concerns are being addressed.

Ms. Book inquired about the annual Memorial Day Ceremony. Mr. Leventry stated that it is unlikely it will be able to occur.

NEW BUSINESS:

Mayor Nowalk inquired about the PSAB conference in June. It has not been canceled yet.

Information will be distributed to residents on the Borough website and Department Facebook pages.

ADJORNMENT:

M-16 Mr. Veith moved, seconded by Ms. Book to adjourn the meeting. The motion carried unanimously.

The meeting adjourned at 8:12 PM.

READ AND APPROVED THIS DAY OF MAY 20, 2020:

  
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Manager