

BOROUGH OF WHITEHALL

INDEX

MINUTES OF THE AUGUST 2, 2023 COUNCIL MEETING

	Motion	Page
Bills, Payroll - Approve	M-1,2,3	2
July 19, 2023 Meeting Minutes – Approve	M-4	2
Place a Resolution Honoring Ron Yosi on Public Display	M-5	3
Pay Application 5 to Roto Rooter for 2022 CCTV Inspections	M-6	3
Pay Application 5 to Roto Rooter for 2022 Sewer Excavation	M-7	4
Award 2023 CCTV Inspections to Roto Rooter	M-8	4
Pay Application 14 to Merit Electrical for Pool Improvements	M-9	4
Pay Application 9 to First American for Pool Improvements	M-10	4
Pay Application 3 & Final to Independent Enterprises	M-11	5
Pay Application 2 and Final to First American	M-12	5
Authorize Staff to Implement Credit Card Payments	M-13	5
Adopt Municipal Key Policy	M-14	5
Authorize WPL to Apply for Pittsburgh Foundation Wish Book Grant	M-15	6
Draft an Intergovernmental Agreement with Brentwood Borough	M-16	6
Place Community Dev. Block Grant Resolution on Public Display	M-17	6
Read Resolution in Summary Form	M-18	7
Adopt Resolution No. 1019	M-19	7
Adjournment	M-20	8

BOROUGH OF WHITEHALL

Regular Meeting August 2, 2023

The Council of the Borough of Whitehall met at the Borough Building, 100 Borough Park Drive, Pittsburgh, Pennsylvania, Wednesday, August 2, 2023, at 7:00 PM, for a regular meeting. President DePuy announced that all meetings will be recorded auditorily and visually. President DePuy called the meeting to order, followed by the Pledge of Allegiance.

ROLL CALL:

Present:

Linda J. Book
 Kathleen N. DePuy
 Glenn P. Nagy
 Philip J. Lahr
 Stone Sobieralski
 Irving Firman, Solicitor
 Scott Rusmisl, Engineer

Absent:

Robert J. McKown
 William J. Veith
 James F. Nowalk, Mayor

STAFF:

Courtney M. Wertz, Borough Manager
 Jason C. Gagorik, Chief of Police
 Hannah Bower, Parks & Recreation Director
 Alyssa M. Rogalla, Administrative Assistant

CITIZENS' REQUESTS:

Mrs. DePuy stated that she has allowed Residents to speak during the meeting of late, but that will not be permitted going forward. Residents are to sign-in to speak under Citizen's Request.

Helen Dubina, 4008 Provost Road, appeared before Council and stated that the Swimming Pool is state of the art. Ms. Dubina thanked Council and Staff for their hard work. Ms. Dubina asked how to purchase guest passes, and if guest passes were carried to the next pool season.

Ms. Wertz stated that Residents can purchase guest passes online or in person at the Borough Administration Office. Guest passes carry to the next pool season.

Steve Gearson, 4730 Clairton Blvd, appeared before Council and congratulated Council and Staff on the completion of the Swimming Pool Improvement Project. Mr. Gearson followed up on questions he had asked at the previous meeting regarding attorney fees and change order costs associated with the Swimming Pool.

Ms. Wertz stated that attorney fees regarding the Swimming Pool Improvement Project were about \$3,000. Mr. Rusmisl will provide a report on the change orders under his report.

CONSIDERATION OF BILLS & PAYROLL:

M-1 Mr. Lahr moved, seconded by Ms. Book, that the bills contained on the bill list presented to Council on August 2, 2023 for \$62,723.20 from the General Fund, \$29,630.30 from the Storm Sewer Fund, \$22,859.05 from the Sanitary Sewer Fund, \$113,575.40 from the Capital Projects Fun, and \$20,929.38 from the Local Fiscal Recovery Fund be approved. The motion carried unanimously.

M-2 Mr. Lahr moved, seconded by Ms. Book, that checks and transfers for \$38,358.08 from the General Fund and \$56,103.95 from the Payroll Fund be ratified. The motion carried unanimously.

M-3 Mr. Lahr moved, seconded by Ms. Book, that General Fund payroll for the period ending July 28, 2023 for \$190,199.01 as presented to Council on August 2, 2023 be ratified. The motion carried unanimously.

CONSIDERATION OF MINUTES:

M-4 Mr. Lahr moved, seconded by Mr. Sobieralski to approve the Minutes of the July 19, 2023 Council Meeting as presented. The motion carried unanimously.

MAYOR:

Ms. Wertz presented the Police report for July 2023:

EMS Assists	171
Court/Hearings/Pretrial	66
Accidents	14
Criminal Arrests (DUI – 2)	15
Traffic Stops	103
Traffic Details	49
Written Traffic Citations.	71
Written Warnings Traffic Violations.	85

Money collected and turned over to the Borough during July 2023 with a total of \$2,403.59. The breakdown is as follows:

MVC from District Magistrate	\$648.71
Crimes Code & Code Violations from District Magistrate....	\$663.55
Parking Fines	\$740.00
Copies	\$150.00
Fines from Clerk of Courts	\$201.32

Ms. Wertz stated that Chief Gagorik and Deputy Chief Gaebel attended the PA Chiefs of Police Conference in the Poconos Mountains on July 23-26.

Ms. Wertz stated that Chief Gagorik reports that Juvenile Officer Smith attended the PA School Resource Officer Conference in Hershey, PA on July 24-26.

Ms. Wertz stated that Chief Gagorik plans to meet with the Public Works Department to standardize markings for crosswalks. It is late in the season for line painting so this may not occur until 2024.

Ms. Wertz stated that Chief Gagorik reports that it is anticipated that Officer Joseph Lacko will return from extended military service sometime in September. His military orders are set to expire on September 30, 2023.

Ms. Wertz asked that a Resolution honoring Ron Yosi be placed on public display for two weeks. Mr. Yosi and his family will be attending the August 16, 2023 Council Meeting.

M-5 Ms. Book moved, seconded by Mr. Lahr to place a Resolution honoring Ron Yosi on public display. The motion carried unanimously.

SOLICITOR:

Mr. Firman requested an Executive Session regarding matters of personnel.

ENGINEER:

- Operations & Maintenance Plan - Roto-Rooter Services has started work on the 2022 CCTV Inspections Contract.

M-6 Mr. Lahr moved, seconded by Ms. Book to approve Pay Application No. 5 in the amount of \$11,744.45 for the 2022 CCTV Inspections Contract to Roto-Rooter Services Company. The motion carried unanimously.

- 2022 Sanitary Sewer Excavation Repair Contract - Roto-Rooter Services has started work on the 2022 Sanitary Sewer Excavation Repair Contract.
- M-7 Mr. Lahr moved, seconded by Ms. Book to approve Pay Application No. 9 in the amount of \$20,995.00 for the 2022 Whitehall Borough Sanitary Sewer Excavation Repair Contract to Roto-Rooter Services Company. The motion carried unanimously.
- 2023 CCTV Inspections Contract – Three bids were received on July 27, 2023 for the Whitehall Borough 2023 CCTV Inspections Contract. Roto-Rooter Services Company was the lowest qualified responsible bidder.
- M-8 Mr. Lahr moved, seconded by Ms. Book to award the Whitehall Borough 2023 CCTV Inspections Repair Contract to Roto-Rooter Services Company with a bid amount of \$124,265.00. The motion carried unanimously.
- Overlook Park – The Pre-bid meeting was held on July 26, 2023 and 11 contractors were in attendance. The bid opening will be held on August 9, 2023.
 - Pool Construction – Merit Electrical Group, Inc. submitted their 14th pay application.
- M-9 Mr. Lahr moved, seconded by Ms. Book to approve Pay Application No. 14 in the amount of \$25,564.26 for the Whitehall Pool Improvements Contract No. 2 – Electrical Construction to Merit Electrical Group, Inc. The motion carried unanimously.

First American Industries, Inc. submitted their 8th pay application and request for change orders for the interior gas line replacement, water fountain replacement, and instantaneous water heaters. Engineers reviewed the pay application and change order requests and recommend payment contingent on receiving the required documents.

- M-10 Mr. Lahr moved, seconded by Ms. Book to approve Pay Application No. 9 in the amount of \$40,271.08 for the Whitehall Pool Improvements Contract No. 3 – Plumbing Construction to First American Industries contingent on receiving the required documents. The motion carried unanimously.

Mr. Sobieralski asked for clarification on the change orders.

Mr. Rusmisl stated that the existing gas line failed the pressure test and had to be replaced. The existing water fountain was inoperable and needed to be replaced. The hot water tanks were recommended by the Allegheny Health Department during the plumbing inspection to be replaced. The gas line, water fountain, and water heaters were not part of the contract.

Mr. Rusmisl provided a report on change orders for the Swimming Pool Improvement Project. The project related items, rock excavation, the aforementioned change orders, and plumbing inside the pool house totaled \$89,553.00 or 1.5% of the total contract. Add-on items including furnishing in the locker room, security cameras, and communication lines totaled \$82,344.00 or 1.4% of the contract.

- Campus Railing Improvements – Independent Enterprises, Inc. submitted Pay Application No. 3 and Final.

M-11 Mr. Lahr moved, seconded by Ms. Book to approve pay application No. 3 and Final in the amount of \$10,238.75 for the Campus Railing Improvements to Independent Enterprises, Inc. The motion carried unanimously.

- RT 51 Grinder Pump – First American Industries, Inc. submitted Pay Application No. 2 and Final.

M-12 Mr. Lahr moved, seconded by Ms. Book to approve Pay Application No. 2 and Final in the amount of \$1,870.00 for the Grinder Pump Installation Project to First American Industries, Inc. The motion carried unanimously.

MANAGER:

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

- Credit Card Payments – The Solicitor has reviewed the contracts for implementing credit card and online payments. Staff are prepared to implement this for the 4th quarter. The initial startup costs total \$99.00 and the annual fixed costs total \$2,290. Transaction fees will be passed onto the consumer. This item was not budgeted for and would amount to an estimated \$672.00 from the Fund Balance for 2023.

M-13 Mr. Nagy moved, seconded by Mr. Lahr to authorize Staff to implement credit card payments. The motion carried unanimously.

- Municipal Key Policy – As part of the ongoing policy and procedure update, the Municipal Key Policy has been updated.

M-14 Mr. Lahr moved, seconded by Ms. Book to adopt the Municipal Key Policy. The motion carried unanimously.

- Whitehall Public Library Little Library Grant Request – The Whitehall Public Library would like to apply for a Pittsburgh Foundation Wish Book Grant to purchase 5 Little Libraries to install at Borough Parks. The Library would be responsible for the maintenance and stocking of the Libraries. The Borough Manager, the Recreation Director and Public Works would determine the locations of the Little Libraries.

M-15 Ms. Book moved, seconded by Mr. Lahr to authorize the Whitehall Public Library to apply for the Pittsburgh Foundation Wish Book Grant. The motion carried unanimously.

- Brentwood Borough Partnership Request – Sawmill Run Stream Restoration Project – Brentwood Borough is interested in entering into an Intergovernmental Agreement to allow Brentwood to piggyback off of Whitehall's Sawmill Run Stream Project. The Borough needs about 25 feet of streambank restoration to meet their PRP requirements.

M-16 Mr. Lahr moved, seconded by Mr. Nagy to authorize the Borough Manager, Borough Engineer, and Borough Solicitor to draft an Intergovernmental Agreement with Brentwood Borough – Sawmill Run Stream Restoration Project. The motion carried unanimously.

- Community Development Block Grants – Allegheny County is required to qualify every three years as an Urban County in order to receive CDBG and HOME Funds from HUD. Municipalities must opt-in or out via Resolution. The next three-year cycle is for the program years 2024, 2025, and 2026. If a municipality opts out, the County's annual federal allocations will be reduced, and Residents in the Community will be ineligible for certain assistance programs. A Resolution has been prepared to be placed on Public Display for 2 weeks to be adopted at the August 16 2023 Council Meeting.

M-17 Ms. Book moved, seconded by Mr. Lahr to place the Community Development Block Grants Resolution on Public Display. The motion carried unanimously.

- Meeting – Mrs. Bower and Ms. Wertz met with representatives from Congresswoman Lee's Office on July 25. The Borough is working to bring them to Community Day and sponsor BINGO. Introductions were made to Paula Kelly at the Whitehall Library and in turn was able to connect them with BCAP. The representatives indicated that they would provide a Letter of Support for any future FEMA Grant applications submitted by the Whitehall Fire Company.

ADMINISTRATIVE SERVICES:

No report.

PLANNING & ZONING:

No report.

LIBRARY:

No report.

PUBLIC WORKS:

No report.

PUBLIC SAFETY:

Ms. Wertz stated that the Resolution amending the General Fee Schedule has been on Public Display for two weeks.

M-18 Ms. Book moved, seconded by Mr. Lahr to read the Resolution in summary form. The motion carried unanimously.

M-19 After the summary reading of the Resolution, Mr. Lahr moved for adoption. Ms. Book seconded the motion. On a roll call vote, Ms. Book, Mrs. DePuy, Mr. Lahr, Mr. Nagy, and Mr. Sobieralski voted yes. The motion carried unanimously. The Resolution No. is 1019.

RECREATION:

Mrs. Bower stated that the Pool Opening was a huge success. The new water features are proving to be very popular; the lap lanes and reservation system are being utilized and the new concessions vendor is always busy. The Swimming Pool is averaging 408 pool patrons per day. The Borough has welcomed an estimated 4,200 people since opening. Summer Camp wrapped up last Friday with a water day at the new Pool.

Mrs. Bower stated that Community Weekend will be held on August 12-13. There will be 46 booths and the new sponsorship structure netted \$2,000. A mailer was sent to all Whitehall Residents with a full schedule of activities. New activities include Free Inflatables, Carnival Games, Axe Throwing, Adult Beverages, and Fundraising for the Officer Sluganski Memorial Scholarship Fund with Pie a Police Officer. The Whitehall Fire Company cannot commit to "Dunk a Fire Fighter." The dunk tank was cancelled.

PARKS:

No report.

DELEGATE REPORTS:

ACBA – Ms. Book stated that the Erie Fall Conference will be held on October 19-22.

PSAB – Ms. Book stated that Whitehall Borough's 75th Anniversary was featured in the August issue of the Borough News. The PA Legislature will be back in session in September, and final Resolutions will be considered, including amending the insurance company law by repealing act 84 of 2015 and will require insurance carriers to reimburse ambulances companies directly for 911 medical services. A Resolution regarding legal advertising requirements will also be considered.

CHAMBER OF COMMERCE – No report.

MRTSA – No report.

SHACOG – No report.

NEW BUSINESS:


Mr. Nagy stated that the Schnider's Dairy store closed on Saturday.

ADJOURNMENT:

M-20 Mr. Lahr moved, seconded by Mr. Sobieralski to adjourn the meeting to Executive Session. The motion carried unanimously.

The meeting adjourned at 7:42 PM.

READ AND APPROVED THIS DAY OF AUGUST 16, 2023:



Manager