
MINUTES

Call to Order: Mr. Belmonte

Pledge of Allegiance Mayor Heller

Roll Call:

Ms. Liscio	Yes	Mr. Belmonte	Yes
Mr. Meshanko	Yes	Mayor Heller	Yes
Mr. Mrazik	Absent	Janet Sullivan, Tax Collector	Yes
Mr. O'Malley	Yes	Blaine Lucas, Solicitor	Yes
Mr. Porco	Yes	Paul Gaus, Engineer	Yes
Mr. Tomasic	Yes	Steven Morus, Manager	Yes

Opening of Bids for Bucket Truck Mr. Porco

We received one bid from National Utility Equipment Co for a 2000 Navistar truck in the amount of \$48,990 with 2 options for paint for \$4,500 or \$4,000. The bid was referred to the public works foreman for possible consideration later tonight.

President's Report Mr. Belmonte

Announced the executive session held prior to the meeting and an executive session held as part of the borough property meeting on October 2 involved personnel issues.

Noted that area municipalities are seeking a meeting with the school district Superintendent.

Discussed negotiations with Verizon, using Cohen law group, on an agreement for cable franchise services.

Mayor's Report Mayor Heller

The mayor asked the chief to report on the incident at the Plaza Shopping Center yesterday afternoon involving a drug deal and the apprehension of a suspect.

Mayor Heller noted that a suggestion that had been brought up previously – installing cameras on sections of Ardmore at Yost and the borough borders – may be something

that we should consider. He suggested that we might approach the shopping centers about having cameras installed in their lots. He will discuss further with the chief.

The hay ride was a success this past Saturday and the mayor discussed activities there and praised the public safety departments, especially Officer Mesarchik.

He noted that he is working with several residents on Duquesne Light power outages. He and Jim Theilacker and Mr. Morus met at their north side headquarters to discuss.

The mayor asked if the committee meetings could be switched with another committee in November. Planning & zoning committee will switch to Nov. 1 and public safety will move to Nov. 8.

Tax Collector's Report

Ms. Sullivan

Ms. Sullivan presented her monthly report.

Police Chief's Report

Chief Fabrizi

Chief Fabrizi presented his monthly report.

He discussed the hay ride activity from Saturday.

Mr. Porco asked where the suspects in the drug deal mentioned earlier were from. The Chief said that one was from N. Huntingdon and one from the East End of the city.

Mr. O'Malley asked the chief to report on public service activities from youths in trouble. This is run through the magistrate's office as community service. The mayor suggested that Faith Katchmar could report on this during the public comment section of tonight's meeting.

Volunteer Fire Department Report

Chief Heller

No report.

Woodland Hills EMS Report

Adam Knight

No report.

Solicitor's Report

Blaine Lucas

No report.

Wilkesburg Penn Joint Water Authority Report

Vivian Broz

Ms. Broz presented a report on authority activities and financial reporting software that the authority is using to project needs.

Public Comment

Faith Katchmar, Kohrnak Lane – reported on community service activities as requested and discussed locales and the type of work being done.

She also discussed light up night preparations and a grant received through Sen. Costa's office. Also noted that the new trees were planted in the median.

Committee Reports

PUBLIC WORKS COMMITTEE

Mr. Porco

Motion: Move to approve the pavement improvement program road evaluation policy attached to this agenda.

Moved: Mr. Porco
Second: Mr. Meshanko

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes
Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

Motion: Move to award the contract for sewer lining to Insight Pipe in the amount of \$132,772.

Moved: Mr. Porco
Second: Mr. Tomasic

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes
Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

Motion: Move to accept the bid of National Utility Equipment Co. for the purchase of a used bucket truck in the amount of \$48,990 with funds to pay for the purchase coming from a grant provided by Sen. Jay Costa.

Moved: Mr. Porco
Second: Mr. Meshanko

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes
Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

General Report:

1. The committee reviewed a preliminary list of borough streets compiled by the PASER software program following an update by the engineer and foreman. The new list will be used as part of the 2008 Capital Improvements Plan – Road Improvement Program section although the committee asked that streets be reviewed following the winter season to update before a final list for 2008 street paving is selected. Engineer Paul Gaus recommends bidding a new paving contract in March or April 2008.
2. The committee chair discussed a possible rate change with a representative from Chalfant Council for next year's public works contract.
3. Arborist Ted Gilbert notified the manager that the Tree and Shrub committee has approved the plan of the Light up Night organizers to plant 3 trees in the median near the Parkway Center buildings. The committee had no objections to continuing the project.

FINANCE COMMITTEE

Mr. Tomasic

Motion: Move to approve disbursements for the month of September in the following amounts:

\$113,242.84 General Fund
\$ 3,265.04 Capital Improvements Plan
\$ 707.49 Corrective Action/Capital 2
\$ 8,600.00 Bond Issue

Moved: Mr. Tomasic
Second: Mr. Porco

Detail of non-general fund items:

Capital 1: Borough building awnings, police computer upgrade, brush hog accessories
Capital 2: Sanitary Sewer Corrective Action work
Bond Issue: Swimming pool

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes
Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

Motion: Move to authorize Mike McCaig of PNC Bank to include an additional \$1 million as part of the bond issue refinancing for projects that tentatively include:

- roof replacement at the Forest Hills/Westinghouse Recreation Center, pool lodge and the District Justice building,
- the cost of payments for the new fire truck for the first 5 years,
- additional funding for sanitary sewer work,
- recreation center activity area expansion,
- paving parking lots at the parks
- two new public works trucks,
- tennis court resurfacing and
- needed maintenance work at the pool and lodge

and that includes a minimum of \$100,000 in savings for 2008 as previously directed and for possible consideration of a bond purchase agreement at a meeting on October 23, 2007 or another meeting duly advertised thereafter.

Moved: Mr. Tomasic
Second: Mr. Porco

Tony Misiti from PNC Capital Markets provided an update on the numbers that had been distributed.

Mr. Porco – if we executed on this then we will be basically left with almost 74% remaining capacity – where does that put us in terms of standing and how does it relate to other municipalities.

Mr. Misiti - 50% remaining capacity is where most municipalities are for debt capacity where we are above 70% and in good shape even with this bond issue.

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes

Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

General Report:

1. A first draft of the 2008 budget was presented to the finance committee at their October meeting. The draft included a \$6 per household increase in the trash fee but maintained the current millage rate and sewer fee. The committee will hold a separate meeting on Tuesday, October 23 at 6 PM in the borough building. All meetings are open to the public.
2. The meeting on the 23rd may also be used to consider the bond issue pending council's review and approval tonight.
3. The investment policy draft has been forwarded to the borough solicitor and auditor for review.

BOROUGH PROPERTY COMMITTEE

Mr. Meshanko

Motion: Move to authorize the manager, engineer and foreman to prepare bid specifications for the removal and replacement of all caulking material in the joints of the swimming pool to correct the leak problem.

Moved: Mr. Meshanko
Second: Mr. Porco

Voice Vote – all in favor

Motion: Move to approve resolution number 1066 authorizing the manager to sign an agreement with the PA Department of Conservation and Natural Resources for a \$150,000 grant for work to be completed at the Forest Hills/Westinghouse Recreation Center and ball fields.

Moved: Mr. Meshanko
Second: Mr. Tomasic

Voice Vote – all in favor

General Report:

1. The committee agreed that, without objection, the suggested mosaic and plants along the wall near Bright Park move forward provided that the mosaic is created from the proper material recommended by the committee and that all work is done and material provided at no cost to the borough and on a volunteer

basis.

2. Committee members asked that the engineer and foreman review the structure of the roof at the recreation center before the borough decides to replace it to determine if a change there would increase the life and value of the roof.
3. Members discussed how an emergency might require the borough to assist senior citizens when weather or temperature creates a problem. They asked the manager to contact the fire chief concerning any contingencies that might currently be in place in the borough's emergency management plan so that the committee may review further.
4. The committee asked Cindy Simm to investigate costs for acquiring a security system at the borough's main park and pool.

PUBLIC SAFETY COMMITTEE

Ms. Liscio

General Report:

1. The committee is reviewing alternatives to the crime alert computer system and is asking for assistance and advice from the Neighborhood Crime Resistance Committee.
2. The issue of installing a temporary or permanent speed hump on Sherwood Road near Cherry Valley has been put on hold until spring 2008.
3. Ms. Liscio noted comments made at the hay ride that people were standing almost 2 hours yet there were no problems created. She is impressed with the crowd and noted it was a great time. We have many good basic values that contribute to that.

OPERATIONS & POLICY COMMITTEE

Mr. Liscio

Motion: Move to approve the minutes of council for the September 19, 2007 meeting.

Moved: Ms. Liscio
Second: Mr. Tomasic

Voice Vote – all in favor

Motion: Move to authorize the manager to advertise any open positions and positions set to expire in late 2007 and early 2008 on borough boards and committees and contact those who currently hold the position to determine if they are interested in reapplying for their positions.

Moved: Ms. Liscio
Second: Mr. Meshanko

Voice Vote – all in favor

Motion: Move to authorize the arborist and tree and shrub committee to advertise for bids for tree removals in 2008 with bids to be open by the committee at a date and time so designated in the advertisement and with a report on bids to be reviewed by council for final approval.

Moved: Ms. Liscio
Second: Mr. Porco

Voice Vote – all in favor

Motion: Move to accept the 2008 option year for trash and recycling collection with Waste Management in the amount of \$13.35 per household per month.

Moved: Ms. Liscio
Second: Mr. Tomasic

NOTE: The 2007 rate amounted to \$12.80 per household per month or a \$6 per year increase per household.

Roll Call Vote:

Ms. Liscio	Yes
Mr. Meshanko	Yes
Mr. O'Malley	Yes
Mr. Porco	Yes
Mr. Tomasic	Yes
Mr. Belmonte	Yes

General Report:

1. The committee and all elected officials were provided with a copy of the final draft of the borough's new codification. The codification compiles all borough ordinances into one indexed document, separated into functional chapters. Members of the committee asked the committee chair to provide direction on how best to handle the review and the timing of the approval.
2. Members discussed ways in which the borough may engage members of the business community in an effort to encourage business development. They have asked the committee chairperson to consider holding a get-together after the holidays with representatives from all borough businesses to discuss mutual interests and concerns.
3. The committee agreed with the proposal of the Tree City Times editor

to apply for a for-profit license to the post office beginning in 2008. The post office has indicated that the nonprofit license does not permit the newsletter to be mailed with ads related to financial institutions without incurring additional postage. The first issue in 2008 will be published under this program as a trial for a year. The last issue of 2007 will be published without these ads to avoid the additional cost.

4. Council President Mike Belmonte reported to the committee that the school district will begin publication of a glossy magazine that will include school news and limited community news as well. Communities may purchase additional space if requested. The first issue will be published in November.

PLANNING & ZONING COMMITTEE

Mr. O'Malley

Motion: Move to approve the job description for a part time code enforcement officer as prepared by the borough manager and reviewed by the solicitor.

Moved: Mr. O'Malley
Second: Mr. Tomasic

Voice Vote – all in favor

General Report:

1. This committee and the finance committee asked that the borough manager include the cost of a part time code enforcement officer in the 2008 budget. The new employee would work approximately 20 hours per week in conjunction with Building Inspection Underwriters, the company that currently handles building code and zoning code reviews and inspections in addition to code enforcement. Mr. Tomasic asked that we advertise for this position as soon as possible.
2. Members heard representatives from Laurel Apartments discuss the proposed rental property ordinance and concerns they continue to have about it.
3. Chairman O'Malley summarized several planning commission related items for council including proposals for future agenda items and continued work on the comprehensive plan.

Motion: Move to advertise immediately for a new code officer.

Moved: Mr. Tomasic
Second: Mr. O'Malley

Voice vote – all in favor

Old Business

Mr. Porco asked that the code officer address the sidewalks on Avenue A. Would like them to check 307 Avenue A.

New Business

None.

Adjourn

Motion to adjourn by acclamation without objection

In evaluating the condition of borough roads, the following steps shall be taken:

1. Borough council will select an appropriate pavement management software program with the advice of the borough manager, engineer and public works foreman. At minimum, the software program will allow for the input of information on each road or alley segment as outlined here and shall be a program that evaluates the information and calculates a rating of each road segment that can be used to rank each segment for placement in the borough's pavement improvement program.

2. The software program shall be used to evaluate each road in the borough by road segment by gathering at minimum the following information:

- a) Length of the road
- b) Width of the road
- c) Condition of the pavement surface using the rating system that is part of the selected software program
- d) Length and condition of curbs, if any
- e) Drainage conditions
- f) Scale of road usage (functional classification)

3. Information shall initially be gathered by the borough engineer and public works foreman under the direction of the borough manager. Initial information shall be gathered by a physical view of each road segment and shall include each borough road and alley regardless of its use unless otherwise established by the public works committee of borough council.

4. The information shall be logged in the borough's software program of choice by the engineer, foreman and manager.

5. Borough personnel shall ask the software program to review and evaluate the information in order to provide a rank of each road segment. This ranking shall be provided to the borough's public works committee for review and possible adjustment.

6. After review, the public works committee will ask borough personnel to make any necessary corrections that may be required before determining a final ranking.

7. The final ranking shall be reviewed by the public works committee. Committee members shall review the ranked information and determine a final pavement improvement schedule for each road segment over the number of years established by the committee as the length of the pavement program based on dollars allocated to the program for a given year or years.

8. A ranking shall also be calculated for the full list and reviewed by the committee to establish an ongoing and unending program for each road segment regardless of the budget allocated for the work in order to establish a permanent program for road improvements.

9. The final ranking shall be presented to the full council for review and approval.

10. The public works committee shall also establish the parameters for the work to be devoted to a pavement improvement program that may include:

- a) Resurfacing
- b) Reconstruction
- c) Curb repair
- d) Seal coating
- e) Crack sealing

- f) Manhole risers
- g) Traffic control

11. In determining parameters for the program, the public works committee must decide which activities shall be included in a pavement improvement program and which activities are considered normal maintenance that should be separated from the program in the budget.

12. The committee shall recommend to the full council an outline of the parameters it has established for council's review and approval.

13. Following the initial ranking by the software program of choice, reevaluation of the pavement program ranking will be handled as follows:

- a) After the first year of the program, a spot reevaluation shall occur with public works personnel reporting changes in road conditions due to weather or other issues to the foreman.
- b) The foreman will report this information to the borough engineer and manager so that information on those roads that have experienced significant change can be reevaluated by the program.
- c) Borough personnel shall input changes to roads due to improvements made under the current pavement program in order that the software program may reevaluate the pavement program for future use by the borough in determining the direction of the pavement improvement program.
- d) Following the input of information on road improvements as well as roads that experienced significant change in conditions a new ranking shall be calculated by the software program.
- e) The new ranking will be submitted to the public works committee for their review, comment and recommendation to the full council to determine the future course of pavement improvement in the borough.

DRAFT, July 4, 2007
Revised: July 5, 2007
Revised: August 15, 2007