

MINUTES

Call to Order:

Mr. Porco

Pledge of Allegiance:

Roll Call:

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

President's Report:

Mr. Porco

Mr. Porco noted a meeting held with the state and Wilkins Twp. and Chalfant officials re: a study on regionalizing the police forces. It was a very preliminary meeting to help better understand the process and see where things stand. A commission to study it further may occur. He also addressed the need to merge services in some cases due to limited funds. However, it remains to be seen what will occur.

Mr. Mrazik tendered his resignation. Mr. Porco noted he was sorry to see him go and praised his desire to look out for the good of the borough.

Mayor's Report:

Mayor Heller

No Report.

Tax Collector's Report:

Ms. Sullivan

No Report.

Police Chief's Report:

Chief Fabrizi

Chief Fabrizi provided his monthly report and noted other activities in town including security concerns at the Kossman complex that were mostly internal. The chief and Officer Mesarchik met with several of their agents to discuss the situation.

He noted he is working on a policy for school emergencies along with Officer Armstrong.

Also addressing a truck idling issue and the use of Jake Brakes by some trucks in town during the nighttime hours.

Mr. Tomasic asked for a breakdown on the citation report (parking vs. other issues) and asked for more information on the school program at the next committee meeting.

Fire Chief's Report: Chief Heller

No Report.

Woodland Hills EMS Report: Adam Knight

No Report.

Solicitor's Report: Blaine Lucas

Noted several land development matters:

- Slight changes have been made in the Rite Aid plan at the Ardmore Shopping Center. Mr. Lucas discussed the process that would occur now. There are issues here pending before the planning commission and variances before the zoning hearing board. An amended subdivision plan would be presented to council for review and approval. Mr. Gaus also spoke to detail the changes that will allow for the inclusion of the Hunan Palace restaurant which was overlooked in the first plan. The bulk of the changes occur between the old and new buildings. Mr. Lucas: council does not have to do anything but could have the borough take a position on the requested variances. Mr. Tomasic raised concerns about the sidewalk at Ardmore and Yost on the Ardmore center side. Mr. Lucas and Mr. Gaus will discuss with the developer.
- Another plan came in for 1713 Ardmore re: renovation for a doctor's office. Medical offices are a conditional use in the S-1 district. Will go to the planning commission for review with a recommendation to council. A public hearing will be scheduled at the council meeting in March.
- Mr. Korb and Mr. Lucas met to discuss with the manager re: development and zoning issues.
- Rental property ordinance has been revised and a draft has been sent.

- An updated open records law has been approved by the legislature. Some changes may be needed in borough procedures. He will supply a memo.

Wilkesburg Penn Joint Water Authority Report: Ms. Broz

Ms. Broz presented her monthly report for the authority.

Public Comment

No comments.

Committee Reports:

PUBLIC WORKS COMMITTEE

Ms. Katchmar

General Report:

1. The committee will review streets that will be covered under this year's paving program during its March meeting. The committee reviewed the latest printout of paving priorities using the PASER computer system. Engineer Paul Gaus noted that he and the public works foreman will review the roads for winter damage later this month to update the program prior to committee review in March.

Mr. Tomasic – can something be put in the newsletter letting the residents know about the paving that will be taking place.

Mr. Morus replies that by the time this would get in the newsletter the borough will already be paving.

Mr. Porco there needs to be a discussion to see if council thinks it's necessary and what venue do you want to use to advertise that information. It can be discussed now or referred to committee.

Ms. Katchmar – suggests using the Progress.

Ms. Liscio – since there is an opening on the public works committee and the new person will be chairing that committee and council doesn't even know what roads were going to pave yet we should wait for that person to be brought up to speed in what's going on since that will be his committee.

Mr. Tomasic - we need to get the message to the residents that this is an ongoing paving program and that it may only be 5 or 6 streets per year that can be done depending upon the budget.

FINANCE COMMITTEE

Mr. Tomasic

Motion: Move to approve payment of bills for the month of January in the following amounts:

General Fund Budget:	\$156,444.04
Capital Improvements Plan:	\$ 50,965.96
Corrective Action Budget:	\$ 9,030.19
Liquid Fuels:	\$ 16,096.97
Paving Program:	\$ 21,919.60

Moved: Mr. Tomasic
Second: Mr. Karas

Roll Call Vote:	Mr. Karas	Yes
	Ms. Katchmar	Yes
	Ms. Liscio	Yes
	Mr. O'Malley	Yes
	Mr. Tomasic	Yes
	Mr. Porco	Yes

Detail of non general Fund Items:

Capital Improvements Plan:	Bucket Truck (used) Purchase & accessories for new dump truck.
Corrective Action Budget:	ALCOSAN costs, sanitary sewer work, mapping
Liquid Fuels:	Salt; Liquid Magnesium Chloride
Pavement Program:	Final Bill for 2007 paving program

Motion: Move to exonerate tax collector Janet Sullivan from the collection of all delinquent taxes for 2007 and previous years which have been turned over to the borough office staff for collection.

Moved: Mr. Tomasic
Second: Ms. Katchmar

Voice Vote – all in favor

General Report:

1. The committee is reviewing a change in the pension investment policy recommended by Mellon Bank.

2. The committee recommends that council, without objection, agree that 25% of the excess of funds received last year from RAD funding be split 50/50 between the Turtle Creek Valley Council of Governments and the borough's joint sewer equipment program with Wilkins Township. There were no objections to this recommendation so it will be done.

BOROUGH PROPERTY

Mr. Karas

Motion: Move to approve the hiring of summer employees including those for the swimming pool, Fun in the Park, and tennis programs as recommended by the Recreation Board and as shown on the attachment to this agenda.

Moved: Mr. Karas
Second: Mr. Tomasic

Roll Call Vote:

Mr. Karas	Yes
Ms. Katchmar	Yes
Ms. Liscio	Yes
Mr. O'Malley	Yes
Mr. Tomasic	Yes
Mr. Porco	Yes

General Report:

1. The committee is reviewing a proposal for the installation of security cameras at the main park and the pool parking lot. If it is determined that the borough should move ahead, specifications for the job will have to be prepared and an advertisement soliciting bids published.
2. The committee is studying the contracts for janitorial services at the Forest Hills/Westinghouse Recreation Center.

PUBLIC SAFETY

Mr. O'Malley

Motion: Move to approve a proposal from the Waterworks Car Wash on Ardmore Blvd that would allow exterior cleaning of borough police cars for \$5 per car/per wash.

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

Ms. Liscio asked what would the savings be? Mr. O'Malley noted in mileage it is about 20 miles per wash.

Mr. Porco comments that there are 12 to 14 car washes per month.

Ms. Liscio states that we normally pay \$6.00 a car.

Mr. Porco replies \$6.00 per car for a normal wash and sometimes there is special detail work.

Ms. Liscio comments we will still need to take the cars out to Auto Bath for detail work because it cannot be done at the Waterworks Car Wash.

Mr. Tomasic comments we are in the process of discussing how we will handle the internal cleaning. In terms of cost, #1 it would be a minimum of \$1.00 per car wash and #2 it is about 10 miles to the Auto Bath and at .50 per mile the borough would be saving \$5.00. If you time the officer leaving the borough and coming back it is approximately 30 to 40 minutes that the officer would be out of the borough instead of being in the borough and ready to respond if something should occur.

Ms. Liscio is looking for an amount of savings.

Mr. Porco comments that the savings would be \$160.00 per month.

Roll Call Vote:	Mr. Karas	Yes
	Ms. Katchmar	Yes
	Ms. Liscio	No
	Mr. O'Malley	Yes
	Mr. Tomasic	Yes
	Mr. Porco	Yes

Motion: Move to approve resolution no. 1070 extending dependent health care benefits in the new police contract to officers previously retired under a disability allowance for service related injuries at their cost and as specified in the resolution provided the borough's insurance carrier permits this extension.

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

Roll Call Vote:	Mr. Karas	Yes
	Ms. Katchmar	Yes
	Ms. Liscio	Yes
	Mr. O'Malley	Yes
	Mr. Tomasic	Yes
	Mr. Porco	Yes

Resolution title reads as follows:

A RESOLUTION OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, EXTENDING THE RIGHT TO PURCHASE DEPENDENT HEALTH CARE COVERAGE TO OFFICERS PREVIOUSLY RETIRED UNDER A DISABILITY ALLOWANCE FOR SERVICE RELATED INJURIES, PROVIDED THE BOROUGH'S INSURANCE CARRIER PERMITS SAID EXTENSION, AND DIRECTING THE BOROUGH MANAGER TO TAKE THOSE ACTIONS NECESSARY TO EFFECTUATE THE SAME.

General Report:

1. The committee recommends that council discuss how best to proceed in further study on the police regionalization report prepared by the state that would combine the Forest Hills and Wilkins police departments if approved.
2. Committee members asked that the mayor provide a recommendation for the promotion of a candidate to the position of sergeant.
3. The committee is discussing the proposal from the Crime Resistance Committee that the old crime alert system be scrapped and a new system installed.
4. Mr. Tomasic asked the committee to consider the following language for grievance procedures: *"Council shall appoint as the chair of its Grievance Committee one of the three members of the Negotiating Committee (Finance, Public Safety, Public Works). At the appropriate level this committee will hear the grievance as prescribed by contract and report back to the council with a recommendation. The full council will then direct the committee to respond in writing with its decision. During all phases of the process this committee must comply with all provisions of the contract."*

Mr. Tomasic comments on item #4 – change name to negotiating “team” instead of committee.

Motion: *Council shall appoint as the chair of its Grievance Committee one of the three members of the current Negotiating Team (Finance, Public Safety, Public Works). At the appropriate level this committee or team will hear the grievance as prescribed by contract and report back to the council with a recommendation. The full council will then direct the committee to respond in writing with its decision. During all phases of the process this committee must comply with all provisions of the contract."*

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

Ms. Liscio comments: there are no definite time spans listed. I would think that we

need to define from the time we receive the grievance – what time we have to get together – what time that it has to be put together – what time it has to be heard – there are stays – there are stays in responding – and I think that we in all fairness in the contract should have that well documented in the contract so there are no muddy waters trying to come up with when this has to be done.

Mr. Tomasic responds: the language must meet with all contract provisions that deal with that time frame. There is a time frame in the contract that tells specifically how it has to be done. Consequently, I felt without restating that, the contract would layout the provisions of the time frame.

Ms. Liscio – don't you think that putting it in here would then solidify this so that it becomes something that isn't a point of order and then past procedures and past practices.

Mr. O'Malley – in an effort to keep the system streamlined and to avoid the possibilities of a typographical error or inconsistency within this motion from what is in the contract using the phrase that "this process must comply with all provisions of the bargaining agreement contract", makes it un-ambiguous as it can be and it is as explicit as it will ever be if its in the contract.

Roll Call Vote:	Mr. Karas	Yes
	Ms. Katchmar	Yes
	Ms. Liscio	Yes
	Mr. O'Malley	Yes
	Mr. Tomasic	Yes
	Mr. Porco	Yes

OPERATIONS & POLICY

Ms. Liscio

Motion: Move to approve the minutes from the January 16, 2008 council meeting.

Moved: Ms. Liscio
Second: Mr. Karas

Voice Vote – all in favor

Motion: Move to approve the appointment of volunteers to serve on committees as shown in the chart below.

Moved: Ms. Liscio
Second: Mr. Tomasic

Committee	Title	First	Last	Street # & name	Expires
Tree and Shrub Committee	Ms.	Margaret	Reed	267 Sharon Drive	28-Feb-11
Recreation Board	Mr.	Jim	Cassidy	476 Filmore Rd.	28-Feb-11
Recreation Board	Ms.	Lynn	Cassidy	476 Filmore Rd.	28-Feb-11
Recreation Board	Ms.	Andrea	Kennedy	333 Barclay Ave	28-Feb-11
Recreation Board	Ms.	Jamie	Glasser	15 Glasgow Rd.	28-Feb-11
Neighborhood Crime Resistance	Mr.	Jeffrey	Kooser	4295 Greensburg Pike	28-Feb-10
Neighborhood Crime Resistance	Mrs.	Patricia	Aiello	402 Cascade Rd	28-Feb-10
Neighborhood Crime Resistance	Mrs.	Kay	Powderly	256 Cascade Road	28-Feb-10
Environmental Advisory Council	Vacant				
Planning Commission	Mr.	Norm	Keller	822 Sherwood Rd	28-Feb-12
Planning Commission	Mr.	Steven	Greenberg	330 Edgewood Rd	28-Feb-12
Zoning Hearing Board	Mr.	George	Handelsman	444 Glasgow Rd	28-Feb-11
Board of Appeals (UCC)	Mr.	Richard	Kotler	10 Bevington Rd.	28-Feb-11

Roll Call Vote: Mr. Karas Yes
 Ms. Katchmar Yes
 Ms. Liscio Yes
 Mr. O'Malley Yes
 Mr. Tomasic Yes
 Mr. Porco Yes

Motion: Move to accept the resignation of Mike Mrazik from council effective with his letter of resignation submitted on Feb. 13, 2008.

Moved: Ms. Liscio
 Second: Ms. Katchmar

Voice Vote – all in favor

Motion: Accept the application and the appointment of Mike Belmonte to fill the term vacated by Mr. Mrazik

Moved: Ms. Liscio
 Second: Ms. Katchmar

Mr. Tomasic asked if it should be publicized before stating that the position is open before we vote on it?

Ms. Liscio comments that it is not necessary.

Roll Call Vote: Mr. Karas No
 Ms. Katchmar Yes
 Ms. Liscio Yes
 Mr. O'Malley Yes

Mr. Tomasic	Yes
Mr. Porco	Yes

Motion: Move to approve the following change and policy for the video and audio taping of borough meetings by insertion into the Borough of Forest Hills Rules for Council Meetings as shown below.

Change the heading "Citizen Comments" to "Public Participation" and insert the following as item two with the remaining items in this section renumbered accordingly:

2. Those attending council meetings are permitted to use recording equipment to record both audio and video of council's proceedings subject to the following restrictions: (1) those intending to use audio recording equipment must inform the president of council prior to the commencement of council's meeting; and (2) those using video equipment must station all video recording equipment in the rear of the council chamber along the wall (3) those using video equipment may not use supplementary lighting devices; and (4) those using audio and/or video recording equipment must refrain from moving about the council chamber with the equipment during council's meeting.

Moved: Ms. Liscio
Second: Mr. Tomasic

Roll Call Vote:	Mr. Karas	Yes
	Ms. Katchmar	Yes
	Ms. Liscio	Yes
	Mr. O'Malley	Yes
	Mr. Tomasic	Yes
	Mr. Porco	Yes

Motion: Move to accept the bid of Iron Mike's Tree Service in the amount of \$5,500 for specified tree pruning for 2008.

Moved: Ms. Liscio
Second: Mr. Tomasic

Bids opened by Tree & Shrub Committee on February 13, 2008 as follows:

Bidder	Amount
Carl's Tree Service	\$ 8,350
Iron Mike's Tree Service	\$ 5,500
Ray's Tree Service	\$ 7,745
Bartlett Tree Experts	\$15,985

Roll Call Vote: Mr. Karas Yes
 Ms. Katchmar Yes
 Ms. Liscio Yes
 Mr. O'Malley Yes
 Mr. Tomasic Yes
 Mr. Porco Yes

General Report:

1. The committee continues to discuss the suggestion presented by Mr. Morus for a restructuring of the council committee system. As part of the proposal he noted areas where he feels the current system needs improvement.
2. The committee continues to consider a proposal to form a committee to study the borough's trash fee and trash collection system as well as potential for adding a "pay as you throw" system.
3. The committee is reviewing a proposed policy prohibiting violence in the workplace.
4. Members asked that the borough's safety committee report back on a proposal to provide rewards for departments that maintain a high level of safety.

Ms. Liscio adds that there was a very good and honest conversation about protocol at the committee meetings and respect at the meetings, respect for each other and their chairs as well as respecting other people as business is conducted during the meetings.

PLANNING & ZONING

Ms. Katchmar

General Report:

1. The committee is reviewing the planning commission's suggestion for items to implement in the borough comprehensive plan.
2. The developer for the new Rite Aid has resubmitted plans for the job due to errors in the first set of plans. The plans will be forwarded to the planning commission and two variances presented to the zoning hearing board for review

at their upcoming meetings (see bulletin board outside the borough building for meeting dates and changes).

3. Members discussed a number of issues related to development of properties in the borough and alternatives for funding new developments.

Ms. Katchmar asks Mr. Morus to comment on item #3.

Mr. Morus comments that when Dan Onorato was in the borough he took him over to the Viacom site because of his interest in brown field sites. Mr. Early from the county and manager of the development department contacted me about getting some input on that particular site. I invited him out to speak at the March 4th committee meeting. Also, the real estate agent for that property contacted me and is interested in getting a meeting together with any representative of council, possibly Senator Costa and some other people that may be interested in that site to discuss options for it. He was not sure about attending the March 4th meeting but may try to set a meeting for during the day.

Ms. Katchmar comments that she spoke to Senator Costa and he would be interested in attending the meeting.

Ms. Liscio comments that we should try to have the meeting held in the evening rather than during the day. Please explain that there are very interested council members who cannot make it during the day.

Old Business:

None.

New Business:

None.

Adjourn:

Motion to adjourn.

Moved: Mr. Tomasic
Second: Mr. Karas

Voice vote - all in favor

- Next Scheduled Council Meeting: March 19, 2008

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- Next Scheduled Committee Meetings (order to be determined): Tuesday, March 4, 2008 (Borough Property, Public Works, & Planning & Zoning) and Thursday, March 6, 2008 (Finance, Operations & Policy, & Public Safety)

SWIMMING POOL (two pages)

Position	Recommended Applicants
Pool Manager	Lynn Cassidy
Assistant Pool Manager	Sarah Hyland
Head Swim Team Coach	Tara Stein
Assistant Swim Team Coach	Brad Glasser
Assistant Swim Team Coach	Christina Destro
Synchronized Swim Team Coach	Annemarie Rodrigues
Assistant Synchronized Swim Team Coach	Open
Lifeguard	James Finlay
Lifeguard	Pat Neidig
Lifeguard	Michael Seman
Lifeguard	Shannon Cassidy
Lifeguard	Nathan Adair
Lifeguard	Kenny Longo
Concession Stand	Andrew Wellman
Concession Stand	Nicholas Ricci
Concession Stand/Cashier	Annemarie Rodrigues
Maintenance	Luke Gormley
Utility	Andrew Finlay

Position	Recommended Applicants
Sub Lifeguard	Adam Neidig
Sub Lifeguard	William Grab
Sub Lifeguard	Carolyn Gormley
Sub Lifeguard	Graham Bodner
Sub Lifeguard	Kelsey Kennedy
Sub Lifeguard	Kim Morgan
Sub Lifeguard	David Marra
Sub Lifeguard	Chelsea Stein
Sub Lifeguard	Scott Frechione
Applicants with no prior experience or certifications	
Sub Lifeguard	John Alton
Sub Lifeguard	Giavianna Bodner
Sub Lifeguard	Nina Bubolz
Sub Lifeguard	Cassie Guerin
Sub Lifeguard	William Johnson
Sub Lifeguard	Caity Jozwiak
Sub Lifeguard	Colleen Kennedy
Sub Lifeguard	James McKay
Sub Lifeguard	Dylan Layton
Sub Lifeguard	Charles Destro
Sub Lifeguard	Noah Haibach

FUN IN THE PARK

Position	Recommended Applicants
Director	Laura Nickel
Counselor	Emily Blotzer-Miller
Counselor	Angela Ricci
Counselor	Lauren Sivak
Counselor-in-training	Mike Sivak
Counselor-in-training	Samuel Scifo
Counselor-in-training	Benjamin Ross
Counselor-in-training	Colin Letson
Counselor-in-training	Zachary Hebrank
Counselor-in-training	Rebecca Gormley
Counselor-in-training	Ashley Geese
Counselor-in-training	Brittney Berkley
Counselor-in-training	Richelle Dodaro
Counselor-in-training	Makiska Usouski

TENNIS

Position	Recommended Applicants
Director	Mark Paull
Assistant Director	Youssef Abdelwahab
Substitute Assistant Director	Jonathan Skoner