
MINUTES

Call to Order: Mr. Porco

Pledge of Allegiance: Mayor Heller

Roll Call:

Mr. Karas	Yes	Mr. Porco	Yes
Ms. Katchmar	Yes	Mayor Heller	Yes
Ms. Liscio	Yes	Janet Sullivan, Tax Collector	Yes
Mr. Mrazik	Yes	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 commented on the tree burning held last Friday and praised the various entities that put the event together.

He also commented on last week's committee meetings and suggested restructuring of committees.

Mr. Porco noted that he met with the police association this afternoon to introduce himself to them and to encourage all to work together.

He also thanked all for electing him to the office of president and encouraged working collaboratively.

Mayor's Report: Mayor Heller

No report.

Tax Collector's Report: Ms. Sullivan

Ms. Sullivan presented her report for December 2007.

Police Chief's Report: Chief Fabrizi

Chief Fabrizi presented a report for January.

Fire Chief's Report: Chief Heller

No report.

Woodland Hills EMS Report:

Adam Knight

No report.

Solicitor's Report:

Blaine Lucas

Mr. Lucas noted the meeting mentioned under planning and zoning re: the rental property ordinance and possible revisions.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

Ms. Broz presented a report on activities.

Public Comment

No comments.

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Mrazik

General Report:

1. Engineer Paul Gaus informed the committee that Insight Pipe is ready to begin the sewer lining projects at various locations around the borough. Also, Mongiovi & Sons Co. will begin the sanitary sewer point repair contract in many locations around the borough.

FINANCE COMMITTEE

Mr. Tomasic

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

General Fund Budget:	\$174,001.26
Capital Improvements Plan:	\$ 61.21
Corrective Action Budget:	\$166,377.43
Liquid Fuels:	\$ 8,392.33
2002 Bond Issue:	\$ 4,354.61

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

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

Detail of non general Fund Items:

Capital Improvements Plan: Dump Truck/plow/spreader accessories
Corrective Action Budget: ALCOSAN costs, sanitary sewer work
Liquid Fuels: Salt
2002 Bond Issue: Public Works garage electricity

General Report:

1. The borough's computerized accounting system has the ability to create purchase orders electronically. Now that several computer stations have been updated, all employees will be required to follow the new procedure immediately upon making a purchase. Employees will be trained by the software company in the next few weeks. Mr. Tomasic encouraged all to cooperate with the change.

BOROUGH PROPERTY

Mr. Karas

Motion Move to approve the bid of John Haughey & Sons in the amount of \$15,690.62 for improvements to the pool lodge restrooms.

Moved: Mr. Karas
Second: Mr. Tomasic

Bids received and opened on 1/10/08 as follows:

BIDDER	AMOUNT	BID BOND/CHECK?
D'Andrea Plumbing & Construction 1201 Fidelity Dr Pittsburgh PA 15236	Labor: \$15,450 Materials: \$7,550 Total: \$23,000	yes
J. Greenawalt Builders, Inc 211 Pineview Dr Elizabeth PA 15037	Labor: \$16,800 Materials: \$2,115 Total: \$18,915	yes

John Haughey & Sons Inc 3110 Versailles Ave McKeesport PA 15132	Labor: \$9,600.00 Materials: \$6,090.62 Total: \$15,690.62	yes
Investment & Enterprise Inc 600 Melwood Ave Pittsburgh PA 15213 412.681.7000	Labor: \$28,400 Materials: \$11,400 Total: \$39,800	yes
Plavchak Construction 1207 State Route 885 Jefferson Hills PA 15025-3821	Labor: \$17,855.87 Materials: \$6,844.13 Total: \$24,700.00	yes

Roll Call Vote:

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

Bid for repair of pool joints: Mr. Porco explained the issue with a tie at low bid. The solicitor explained that either could be selected. Mr. Gaus noted that both companies are considered qualified and equally capable of doing the job. The only variation is that Investment and Enterprise commented they assumed the pool would be empty. Mariani recommends using a different caulking but it would be equal to what was specified.

Discussion among council members: waiting until next month to award the bid, checking references, and how delaying the motion may impact the opening of the pool.

Mr. Morus comments that he doesn't disagree with anything that has been said but is concerned because of what has happened in the past when work on the pool was delayed, for whatever reason, and problems arose and we were down to the wire in getting the pool to open on time. The borough has 60 days to award the bid.

Motion: Move to determine the two equal bidders for the pool joint repair by a coin flip.

Moved: Mr. Karas
Second: Mr. Tomasic

Voice Vote – All in favor except Mr. O'Malley

Motion: Move to award the contract to Investment & Enterprise Inc. if it's heads and to Mariani & Richards, Inc. if it's tails.

Moved: Mr. Karas
Second: Mr. Tomasic

Voice Vote – All in Favor

BIDDER	AMOUNT	BID BOND/CHECK?
Airtite Co 640 Rodi Rd Pittsburgh PA 15235-4524	\$11,130	yes
All State Restoration Inc RR 2, Box 635A Greensburg PA 15601	\$11,850	yes
Allegheny Restoration Inc. Masonry and Concrete Restoration Specialists 723 Lindwood Dr Greensburg PA 15601	\$13,700	yes
Investment & Enterprise Inc 600 Melwood Ave Pittsburgh PA 15213 412.681.7000	\$9,600	yes
Maple Grove Enterprises Ted Hobin, Jr 7075 Rt 98 North Arcade NY 14009	\$15,655.13	yes
Mariani & Richards, Inc 2800 Library Road Pittsburgh PA 15234	\$9,600	yes
RGF Industries D. Tuzikow 150 Perry Hwy Pittsburgh PA 15229 412-931-4930	\$10,452	yes
Wilson Restoration, Inc P.O. Box 14250 4520 New Texas Rd Pittsburgh PA 15239	\$9,925	yes

Motion: Move to approve the bid of Mariani & Richards, Inc. in the amount of \$9,600 for repair of all joints in the borough pool.

Moved: Mr. Karas
Second: Mr. Tomasic

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

General Report:

1. Mr. Morus reported to the committee that final 2007 expenditure totals find that installation of the new telephones and adjustments to the borough phone system made in late 2006 resulted in almost \$8,000 in savings compared to previous years. At the same time, the new system expands the service provided to borough staff.

PUBLIC SAFETY

Mr. O'Malley

General Report:

1. The committee will consider using a consultant to assist the borough in civil service hiring and promotion policies and procedures. At the same time, members are considering using the borough's solicitor in charge of personnel matters, Mike Palombo, to assist in improving and coordinating the borough's administrative manual and police manual.
2. Mr. Morus noted that he submitted a grant for \$11,000 to the state to assist the borough in the purchase of a new crime alert or "reverse 911" system to replace the current computer operation.

OPERATIONS & POLICY

Ms. Liscio

Motion: Move to approve the minutes from the December 19, 2007 council meeting.

Moved: Ms. Liscio
Second: Mr. Tomasic

Voice Vote – All in Favor

Motion: Move to approve ordinance no. 976 adopting the new codification for the Borough of Forest Hills.

Moved: Ms. Liscio
Second: Mr. Tomasic

Ordinance title reads as follows:

AN ORDINANCE ADOPTING THE FOREST HILLS BOROUGH CODE OF ORDINANCES, ALLEGHENY COUNTY, PENNSYLVANIA; CONSOLIDATING, REVISING, AMENDING AND REPEALING CERTAIN ORDINANCES; ENACTING CERTAIN NEW PROVISIONS; PROVIDING A PROCEDURE FOR AMENDING THE CODE AND FOR THE CITATION OF THE CODE AND THE EFFECTIVE DATE THEREOF; ESTABLISHING RESPONSIBILITY FOR MAINTENANCE OF THE CODE; SAVING CERTAIN PROVISIONS FROM REPEAL; AND PRESCRIBING PENALTIES FOR VIOLATION.

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

Motion: Move to approve the calendar attached to this agenda specifying council committee and business meeting dates for 2007 and authorizing the manager to advertise this schedule as well as the schedule of other boards and commissions as required.

Moved: Ms. Liscio
Second: Mr. Tomasic

Note: Traditional council committee and/or business meeting dates are changed in this calendar for the following months: May, August and November (see last page of agenda). Tuesday committees are Borough Property, Planning & Zoning and Public Works. Thursday committees are Finance, Operations & Policy and Public Safety. Committee order to be determined.

Voice Vote – All in Favor

General Report:

1. Mr. Morus provided council with suggestions 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 is considering 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.

Mr. Tomasic inquires if the restructuring would require an additional meeting every month.

Mr. Morus comments that he has offered two possibilities; one would have four regular committees and two committees essentially involved everyone on council for six and the second would have three regular committees and the other two. This could still probably been done on Tuesdays and Thursdays if they were done efficiently.

Mr. Tomasic comments that if we are going to have a committee of the whole we would really need to have time to have these committee meetings first, so we still somehow, regardless of the number of meetings, get together and meet and then have an additional night in which now all of the committees would blend that information.

Mr. Morus comments if you were to, for example, keep Tuesdays and Thursdays as your committee dates, you would have the 3 smaller committees first and then the second committee meeting night of that month you would have the two larger committees. If the agenda setting committee was one of them and the committee as a whole was the other they would meet after the three or four specific committees that covered specific areas.

Mr. Morus comments that the meeting calendar can always be changed.

PLANNING & ZONING

Ms. Katchmar

General Report:

1. The Manager reported that he has asked the solicitor to revise the draft rental property ordinance to eliminate several "cutting edge" provisions and focus on the need to ensure that rental properties are well maintained, include the ability of the code officer to inspect, strengthen the requirement that landlords notify the borough when tenants change and restrict absentee landlords.
2. The borough's new code officer, Ron Willard, began work last week. One of his first tasks is to review all borough sidewalks for damages or problems that will require owners to repair them under provisions of the borough property maintenance ordinance.

Old Business:

Mr. Porco addressed two items; regarding the tree burning ceremony would like to thank the auxiliary police for there efforts and is sorry he omitted them in his report earlier in the meeting, and secondly council did convene in an executive session to discuss personnel matters at the reorganization meeting.

Ms. Liscio comments on Woodland Hills HS band taking first place in competition.

New Business:

Placement of cameras/recording devices in council meeting room – Mr. Tomasic comments that for a year and half since he has been on council microphones have not been turned on during committee meetings, he has no problem with this but does anyone else have a preference?

Ms. Liscio comments that she has no problem either way.

Mr. Porco agrees he also has no problem either way.

Ms. Liscio inquires if this should all be put into a policy under operations and policies. The recommendations are good but we should come up with a policy for them.

Mr. Porco asks if you would like to refer this to a committee.

Ms. Liscio comments that we should ask the solicitor to provide us with guidelines as long as there within the laws of the Sunshine Act of Pennsylvania.

Mr. Tomasic comments on limiting people who may speak at meetings.

Mr. Lucas comments that the Sunshine Act requires that council permit public comment at some point during the meeting as it relates to an action item the comment has to be allowed before the vote is taken. You are permitted to have general public comment not related to a particular voting item for that night at the end of the meeting if you so desire. As for who may speak, the statute specifically limits it to residents or taxpayers however you do not have to do that, if you should choose to do that be sure you implement that policy formally.

Mr. Porco would like the police department to have a copy of the new truck ordinance.

Mr. Porco comments on the sergeant's candidates. Suggests that during the next public safety committee meeting we move forward with appointing a sergeant.

Adjourn:

Motion to adjourn or adjourn by acclamation

- Next Scheduled Council Meeting: February 20, 2008
- Next Scheduled Committee Meetings (order to be determined): Tuesday, February 5, 2008 (Borough Property, Public Works, & Planning & Zoning) and Thursday, February 7, 2008 (Finance, Operations & Policy, & Public Safety)

2008 Draft for approval

BOROUGH OF FOREST HILLS MEETING DATES

COUNCIL DATES: ■ = Committee meetings ○ = Business Meeting

JANUARY						
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DECEMBER						
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