

Minutes

Call to Order:

Ms. Liscio

Pledge of Allegiance:

Mayor Heller

Roll Call:

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

Bid Opening – Road Program

Mr. Belmonte & Mr. Gaus

Bidder	Total Amount - Streets	Total Amount – Rec Center Driveway	Bid Bond
Derry Construction Co.	Atlantic - \$48,683.75 Forest Hills - \$66,137.50 Avenue E - \$50,467.50 Total - \$165,288.75	\$21,955.00	yes
El Grande Industries	Atlantic - \$42,217.50 Forest Hills - \$50,464.50 Avenue E - \$43,658.70 Total -136,340.70	\$17,430.00	yes
A. Folino Construction	Atlantic - \$33,839.40 Forest Hills - \$45,592.60 Avenue E – \$33,999.48 Total - \$113,431.48	\$16,992.50	yes
Victor Paving	Atlantic - \$43,261.45 Forest Hills - \$55,667.80 Avenue E - \$44,027.24 Total - \$142,956.49	\$24,312.50	yes

Note: Atlantic is the segment between Ave. K and Sumner; Forest Hills is the segment between Niagara and Woodside.

Bid Opening – Forest Hills/Westinghouse Lodge Roof Replacement
Mr. Karas & Mr. Gaus

Bidder	Total Amount	Bid Bond
L & L Roofing	\$ 63,096	yes
Bruin Roofing	\$ 91,970	yes
Stringert Inc.	\$138,798	yes

President's Report:

Ms. Liscio

Ms. Liscio noted the loss of Dick Crowley of the Forest Hills Volunteer Fire Department and praised his service while noting he will be missed.

Mayor's Report:

Mayor Heller

No report.

Tax Collector's Report:

Ms. Sullivan

Ms. Sullivan presented her monthly report.

Police Chief's Report:

Chief Fabrizi

No report.

Fire Chief's Report:

Chief Heller

No report.

Woodland Hills EMS Report:

Adam Knight

No report.

Solicitor's Report:

Blaine Lucas

Introduced Farrah Devereaux a law student from the University of Pittsburgh who is working with Mr. Lucas' firm this summer.

He noted that the rental property ordinance has not had further action to date.

He noted that Trans Associates is available for a walk through of the business district parking.

He noted that he is reviewing some of the documents prepared by Steve Morus on zoning and related procedures.

Wilkesburg Penn Joint Water Authority Report: Ms. Broz

Ms. Broz presented her monthly activity report for the authority including work on Greensburg Pike. Mr. Morus noted that we are allowing the authority's contractor to use the grass lot at the Forest Hills-Westinghouse recreation center for storage. In return they will pave the handicapped spots at the grass lot in return.

Public Comment

Tom Meshanko, 348 Barclay Ave. - inquires if Mike Belmonte and Steve Karas have been past the Forest Hills-Westinghouse recreation center lately and if so what do you think about the parking lot?

Mr. Belmonte comments that the parking lot in front of the lodge looks great but the grass-gravel lot with the staging going on for construction is an eyesore.

Mr. Karas comments that he has not been passed there lately.

Mr. Meshanko comments that some residents of Barclay Ave. and Avenue L still think he is on council and have complained to him about the piles of dirt and equipment that are at the site. Believes that area is zoned R-2 which is low density residential district and that stuff should be stored in S-1 special district. This is a violation of the zoning ordinance.

Mr. Belmonte inquires if there is anywhere else that the dirt and equipment could be stored?

Mr. Theilacker, Public Works Foreman explains that 3 piles on the paved lot are for the borough for back filling behind the curbs and you need a solid surface to place this material otherwise you loose ¼ of the material.

Mr. Morus comments that a few years ago people from Atlantic Avenue complained about the storage that was behind the public works building and that stuff was removed as ordered by council. That's borough property and we can't use that area for storage.

Mr. Meshanko comments that is also zoned R-2 residential.

Mr. Morus comments that part of it is S-1 and R-1, but its back in the borough area and the borough should sell that property then because it is just wasted space.

Mr. Meshanko inquires about a target date when the piles of dirt and equipment will be gone so he can let the people who complained know?

Mr. Belmonte comments that the piles on the paved lot will be gone by Saturday.

Mr. Theilacker comments the water authority will have their stuff there for about 3 weeks and the sewer contractor has some stuff on the side but that will be continuous and the paving contractor should have his stuff removed within a week.

Mr. Meshanko comments that the borough should look into an alternative place to store this equipment.

Mr. Morus comments that we plan to talk about this at the committee meeting to be held the second Tuesday in August.

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Belmonte

Motion: Move to approve a memorandum of understanding with Wilkins Township establishing the parameters for the public works crew servicing traffic lights in the Township.

Moved: Mr. Belmonte

Second: Mr. Karas

Note: Summary attached to this agenda.

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

Motion: Move to approve ordinance no 978 entitled as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS,
ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING
CHAPTER 1, PART 4 SUBPART B OF THE FOREST HILLS
BOROUGH CODE OF ORDINANCES, ADMINISTRATION AND
GOVERNMENT.

Moved: Mr. Belmonte

Second: Ms. Katchmar

Note: the ordinance will update the non uniform pension plan by consolidating past ordinances and chapters into a single document with this change and others authorized by resolution.

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

Motion: Move to approve resolution no 1074 entitled as follows:

A RESOLUTION OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING AN AMENDED AND RESTATED NON-UNIFORMED EMPLOYEE PENSION PLAN DOCUMENT PURSUANT TO CHAPTER 1, PART 4 SUBPART B OF THE FOREST HILLS BOROUGH CODE OF ORDINANCES, ADMINISTRATION AND GOVERNMENT.

Moved: Mr. Belmonte
Second: Ms. Katchmar

Note: the resolution will update the non uniform pension plan by consolidating past ordinances and chapters into a single document with this change.

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

Motion: Move to award the contract for Atlantic Ave, Forest Hills Road and Avenue E to A. Folino Construction in the amount of \$113,431.48 subject to confirmation from the borough engineer that the bid is in order.

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

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

Motion: Move to award the rec center parking paving contract to A. Folino Construction in the amount of \$16,992.50 subject to confirmation from the borough engineer that the bid is in order.

Moved: Mr. Belmonte
Second: Mr. Karas

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

General Report:

1. The committee chair will discuss continuation of the contract with Chalfant Borough for public works services. The current agreement expires at the end of this year.
2. Committee members reviewed the sewer camera use guidelines developed by the public works departments in the borough and Wilkins.

FINANCE COMMITTEE

Mr. Belmonte

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

General Fund Budget: \$165,678.90
Capital Improvements Plan: \$ 254.95
Corrective Action Budget: \$ 14,054.44
Road Improvement Fund \$ 8,028.58

Moved: Mr. Belmonte
Second: Ms. Katchmar

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

Detail of non general Fund Items:

Capital Improvements Plan: computer system upgrade
Corrective Action Budget: consent decree sanitary sewer work
Road Improvement: engineer expenses and curb work

Motion: Move to authorize the manager to develop a request for proposals for investment and administration of the borough's pension plans.

Moved: Mr. Belmonte
Second: Ms. Katchmar

Voice Vote – all present in favor

General Report:

1. The committee discussed and approved a new list for project proposals for potential state grant funding.
2. The manager discussed preliminary preparations for the 2009 budget and alternatives for funding future budgets. Preparation of the 2009 budget will begin in August.

BOROUGH PROPERTY

Mr. Karas

Motion: Move to authorize the manager to prepare a proposal and seek bids for cleaning services for the borough building and other facilities to replace the current contract which will expire at the end of the year.

Moved: Mr. Karas
Second: Ms. Katchmar

Voice Vote – all in favor

General Report:

1. Mr. Belmonte noted that he will discuss the naming of the Westinghouse ball fields with the baseball association to schedule it for opening the little league season in 2009.

PUBLIC SAFETY

Mr. O'Malley

Motion: Move to approve a consulting agreement with Bill Gamble as shown on the attachment to this agenda for technical assistance work on police job

descriptions and related work as determined by council and at the rate shown in the agreement.

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

Note: rate shown in the agreement is as follows:

\$50.00 per hour for time and work completed at consultants office
\$60.00 for travel, time and work completed at municipal site

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

General Report:

1. Committee and council members received a copy of the revised police regionalization study. The study will be placed on the borough website in the next few weeks (www.foresthillspa.org) for public view.
2. The borough announced in June that surplus computer equipment would be considered for disposal and was available for sale to the highest bidder. One bid was received and will be opened at this time.

Bid submitted by Sandy Reech in the amount of \$5.00

OPERATIONS & POLICY

Ms. Katchmar

Motion: Move to approve the minutes from the June 18, 2008 council meeting.

Moved: Ms. Katchmar
Second: Mr. Belmonte

Voice Vote – all in favor

Motion: Move to authorize the use of two brochures that provide information to the public including one that serves as a citizen's guide to council meetings and one that summarizes the duties of council appointed boards.

Moved: Ms. Katchmar
Second: Mr. Belmonte

Note: Brochures are available with tonight's meeting agenda.

Voice Vote – all in favor

Motion: Move to authorize the manager to advertise an ordinance establishing an intergovernmental cooperation agreement with Wilkins, Monroeville and Murrysville for the purposes of applying jointly for a grant to study greenhouse gas emissions in the 4 municipalities.

Moved: Ms. Katchmar

Second: Mr. O'Malley

Ms. Kay Powderly questioned the reason for doing this study and Mr. Morus explained the background.

Voice Vote – all in favor

General Report:

1. The manager reported to the committee on the shared services meeting hosted by the city.
2. The manager updated the committee and council on the content of the borough's website: www.foresthillspa.org.
3. Ms. Liscio reported on the Inter-council meeting held the previous week. It involved 7 Woodland Hills Municipalities re: joint municipal planning for all communities. It would involve the need for great cooperation among all municipalities. They listened to a number of authorities including Local Government Academy, DCED, Sustainable Pittsburgh and others who explained how the process works.

PLANNING & ZONING

Ms. Katchmar

Motion: Move to approve the removal of the part time probationary status from code enforcement officer Ron Willard and to approve a pay increase from \$12/hr to \$15/hr beginning with the next pay period following this meeting.

Moved: Ms. Katchmar

Second: Mr. Belmonte

Voice Vote – all in favor

General Report:

None.

Old Business:

None.

New Business:

Ms. Katchmar reported on the police regionalization study.

Mr. Belmonte reports that on July 1st the school district hired a new superintendent and efforts are being made to get him out into the communities to meet people. There will be a dinner held on July 29th to hear him speak and members of all 12 councils and police chiefs are invited to attend.

The Realtors Association of Pittsburgh is having an open house at the high school on Aug. 11th.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Belmonte
Second: Ms. Katchmar

Voice Vote – all in favor

- Next Scheduled Council Meeting: August 20, 2008
- Next Scheduled Committee Meetings (order to be determined): Tuesday, August 12, 2008 (Borough Property, Public Works, & Planning & Zoning) and Thursday, August 7, 2008 (Finance, Operations & Policy, & Public Safety).

Memorandum of Understanding - Summary

1. The Borough and the Township agree that the Borough shall undertake maintenance and repair services for the traffic signals owned by Wilkins Township located at:
 - a) Brown Avenue at Roland Road
 - b) SR 22 at Shop-N-Save
 - c) SR 22 at Penn Center Boulevard
 - d) SR 22 at Kingston Drive
 - e) SR 22 at Home Depot
 - f) Larimer Avenue School Crossing Signs (2)
2. The Borough shall be assisted by Township personnel during such maintenance and repair calls.
3. Maintenance and repair services required that are beyond the scope of the capabilities of Borough personnel shall be handled by a service contracted by the Township.
4. Maintenance and repair service requirements that occur outside the Borough's normal scheduled work hours shall be billed to the Township payable within 30 days at the full cost of overtime including salary and the cost of associated benefits on a pro rated basis with the understanding that the Borough's contract with its labor personnel require a minimum two (2) hour payment regardless of the actual length of the service call.
5. Maintenance and repair service requirements that occur during the Borough's normal scheduled work hours will be considered as services rendered as part of the long accepted public works practice of sharing equipment and personnel at no additional cost other than that the Township agrees that it will return the service in kind when requested by the Borough at the mutual convenience of both parties.

CONSULTING AGREEMENT

This agreement entered into by and between William D. Gamble, *Bill Gamble Municipal Police Testing Personnel Management Consultant*, hereinafter referred to as CONSULTANT, and the Borough of Forest Hills, Allegheny County Pennsylvania, hereinafter referred to as the MUNICIPALITY.

WITNESSETH

Whereas, the MUNICIPALITY has requested, through actions of the governing body, the services of the consultant in providing technical assistance in the following manner:

Provide technical assistance to borough officials in the preparation and development of Police Department Job Descriptions

Whereas, the CONSULTANT is willing to provide the MUNICIPALITY with technical assistance under the following terms and conditions:

A. MUNICIPALITY agrees, through its officials, employees, or agents to provide the CONSULTANT with materials, data and/or information determined by the consultant to be necessary for the successful completion of the work.

B. The MUNICIPALITY shall pay the CONSULTANT at the rate set forth and agreed to by the consultant and the municipality prior to this agreement. The technical assistance rate performed by the CONSULTANT shall be:

\$50.00 per hour for time and work completed at CONSULTANTS office
\$60.00 for travel, time and work completed at MUNICIPAL site

D. The CONSULTANT shall invoice the municipality after completion of the technical assistance performed, on a monthly basis, or otherwise, if agreed to prior to the start of the technical assistance provided.

E. The CONSULTANT agrees that the consultant's status in rendering services pursuant to the terms hereof, shall be that of an independent contractor, and not an employee of the municipality. The CONSULTANT is not authorized to make any commitments on behalf of the MUNICIPALITY. The CONSULTANT agrees and the MUNICIPALITY agrees as follows:

- The CONSULTANT has the right to perform technical assistance for others during the terms of this agreement.
- The CONSULTANT has the sole right to control and direct the means, manner and method by which the services required by the CONSUTLANT shall be performed.
- The CONSULTANT has the right to appoint sub-consultants to assist in the completion of the project.
- The CONUSLTANT has the right to determine the place and time for the performance of services under this agreement.

- The CONSULTANT will furnish all initial materials used to provide technical assistance required by this agreement, except to the extent that may be agreed to, by the MUNICIPALITY, prior to this agreement.
- The CONSULTANT and the MUNICIPALITY understands that any actual police testing services provided by the CONSULTANT shall be represented under a separate proposal.

F. The MUNICIPALITY agrees to hold the CONSULTANT and sub-consultants, designated by the CONSULTANT, harmless from any and all claims, demands, and actions based upon or arising out of any activities performed under this agreement and shall defend any and all actions brought against the CONSULTANT and sub-consultants, based upon such claims or demands.

G. This agreement is the sole and entire agreement between the parties. This agreement can not be amended in whole or part, except in writing signed by both parties.

(Forest Hills Borough)

(William D. Gamble, Consultant)

(Signature)

(Signature)

(Title)

(Date)

(Date)