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## MINUTES

Call to Order: Mr. Porco

Pledge of Allegiance: Mayor Heller

Roll Call:

Mr. Belmonte	Yes	Mr. Porco	Yes
Mr. Karas	Yes	Mayor Heller	Yes
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	Yes	Steven Morus, Manager	Yes

President's Report: Mr. Porco

Mr. Porco noted several items:

The DA is forming a task force to study the use of tasers including policies and procedures. He wanted to call it to council's attention since our officers use them.

The volunteer picnic was held on August 22<sup>nd</sup> to thank all volunteers.

The recent wind storm caused some damage that the crew handled. They were busy clearing debris and tree limbs.

Mayor's Report: Mayor Heller

No report.

Tax Collector's Report: Ms. Sullivan

Ms. Sullivan presented a report for August collections.

Police Chief's Report: Chief Fabrizi

The chief presented his monthly report of activities, hearings and fines.

He provided information on firearms qualifications, school emergency training, and the Braddock Road traffic duty from 2:30 to 6:30 due to Brinton Road Bridge closure. The Monroeville ramp to I-376 will not be finished until Oct. 9<sup>th</sup> 2008.

He noted a chiefs meeting attended with information learned on a Smooth Operators Program to reduce speeding, tailgating, etc. The chief will discuss with those in charge to determine if there is anything that can be done in the borough.

Mr. Belmonte and the Mayor asked the chief for further information on the school training. Chief Fabrizi noted that they trained on the private and religious schools in the borough as it is believed that these types of entities may be a future terrorist target.

Ms. Katchmar inquires if any steps have been taken towards applying for grant funds that are available for equipment for 1<sup>st</sup> responders?

Chief Fabrizi replies that he'll need to speak to Officer Armstrong for an update and report back to council.

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 following:

- Work on fine tuning the zoning protocols in the borough with Mr. Morus. A meeting was held a few weeks ago with him. We are reviewing procedures, fees, deposits, etc. Mr. Lucas will send changes on the updates Mr. Morus made to these forms.
- Discussed the rental property controls under the borough property maintenance code as discussed at the planning & zoning committee meeting.
- Murals – according to the zoning ordinance murals qualify as a sign and would not be permitted. If council decides to allow the mural there will need to be an amendment to the zoning ordinance adding, with exception for works of art.
- Parking Issue – strongly recommends the parking study. Trans Associates can do a 10,000 ft overview – make good observations for what can and cannot be done and provide council with options.

Wilkesburg Penn Joint Water Authority Report: Ms. Broz

Ms. Broz was absent.

Public Comment

No comments from the public.

Committee Reports:

**PUBLIC WORKS COMMITTEE**

Mr. Belmonte

**Motion:** Move to approve the bid of State Pipe Services in the amount of \$6,975 for televising 6,500 feet of sanitary sewer pipe under the borough's sanitary sewer consent order.

Moved: Mr. Belmonte

Second: Mr. Tomasic

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

*General Report:*

1. The committee reviewed the increasing cost of rock salt in other area communities and learned that the borough's price will likely increase in the future as well. For the coming winter season, the borough will pay \$45.08/ton an increase over the amount from this past winter of \$42.93/ton. As an example of potential future increases, the committee noted that the North Hills Council of Governments recently received a bid that increases their salt costs from \$40.56/ton to \$104.01/ton. Other municipalities who sought bids found that no one was interested in bidding.
2. Committee members listened to an update from borough engineer, Paul Gaus, regarding the Filmore Road sewer problem experienced by several residents including the Longs who had approached council with a complaint. The pipe has been lined which should reduce the chance for the build up of tree roots. The Longs have been informed of the work by the engineer. We are still investigating excess flow that may be coming from the high school site further up the line.
3. Now that council has addressed the speed hump issue on Sherwood Road at its previous meeting, the committee along with the finance committee is investigating how best to construct the humps and how best to cover the cost with the most likely source of funds the budget reserve or the road program.

4. An agreement with Chalfant for continued public works services is near with a tentative 5 year agreement and a 3.8% increase for each of those years with the current contract language remaining the same. Council will likely vote on this in October once the manager has completed inserting the changes in the contract document.

**FINANCE COMMITTEE**

Mr. Tomasic

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

General Fund Budget:	\$228,570.78
Capital Improvements Plan:	\$ 254.95
Corrective Action Budget:	\$168,895.07
Road Improvement Fund:	\$ 34,313.12
Bond Issue ('02):	\$ 413.12
Bond Issue ('07):	\$ 5,327.30

Moved: Mr. Tomasic  
Second: Ms. Katchmar

Roll Call Vote:	Mr. Belmonte	Yes
	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:	Computer upgrade
Corrective Action Budget:	Sanitary sewer consent decree work
Road Improvement:	Curb work & engineering expense
Bond Issue:	'02 – Ryan Glen Park Improvements; '07 – new truck detailing

**Motion:** Move to approve the Minimum Municipal Obligation (MMO) calculation received from actuary Mike Pisula specifying that the borough's obligation to the police pension fund is estimated to be \$96,583 in 2009 and to the non uniform fund estimated to be \$22,050 in 2009.

Moved: Mr. Tomasic  
Second: Ms. Katchmar

Note: the total MMO for both plans is \$116,833 and the estimated state aid for 2009 is \$112,000.

Voice Vote – all in favor

*General Report:*

1. The committee is reviewing an ordinance used in McKeesport to establish a “municipal services fee” as well as other fee alternatives. While there are no immediate plans to change the fee structure, members will continue to review this as part of the budget process.

Example: the trash fee used to be included with your property tax – now it is a separate fee. There may be other parts of the budget that may go to fee items.

2. This committee and the public safety committee asked the manager to investigate one of the online bid services including municibid.com to use to sell surplus equipment and the old fire truck that was recently replaced.

Mr. Tomasic – the borough is hoping to get between \$75,000 to \$100,000 for the fire truck. It was put in the budget as paying for the truck for at least one year.

**BOROUGH PROPERTY**

Mr. Karas

**Motion:** Move to approve the bid of Livingstone Construction in the amount of \$6,520 for the construction of a main office reception area partition.

Moved: Mr. Karas  
Second: Mr. Tomasic

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

*General Report:*

1. Committee members discussed the ownership of Cliffwood Park, located mostly in Braddock Hills. The park was donated to the borough by Arnold C. Petrovich in December 1976 and Braddock Hills ordinance 76-4 consented to the use of the property by Forest Hills for a park, playground, play field or other recreation place.

2. The committee began preliminary discussions for improvements to the Forest Hills/Westinghouse Recreation Center. Grant funds may be available through the state or Sen. Jay Costa.

Discussion regarding number of bids:

Mr. Tomasic – what is the minimum number of bids for a project under \$10,000 – from a legal point of view, if we have only two bids can we still award the bid?

Mr. Morus – explains this has been a very long process - many months have gone by and only 2 contractors actually submitted bids – others came and looked at the project but never submitted bids – others turned it down because it was a small project

Mr. Lucas – usually 3 quotes would be normal – document the other declined attempts and award the bid.

## **PUBLIC SAFETY**

Mr. O'Malley

### *General Report:*

1. The committee noted that we received grant funds from the state through Sen. Costa for the development of a new crime alert system. Much work remains to be done, but the committee hopes to have the new system up and running in the first half of 2009.
2. An agreement with Chalfant for continued police services is near with a tentative 5 year agreement and a 3.8% increase for each of those years with the current contract language remaining the same. Council will likely vote on this in October once the manager has completed inserting the changes in the contract document.

Mr. O'Malley adds that since the committee meeting several other Forest Hills council members attended a seminar on regionalization and costs involved. Supplemental information was developed about the current costs of other townships for similar operations that may have an influence or effect on changing the amount of money we charge Chalfant.

3. Committee members asked the Chief to place the speed trailer on Sherwood between Glasgow and Morrow to monitor speeds through that stretch of road without allowing the speed indicator display to show. The committee requests that Paul Gaus undertake a traffic study of this area to allow council to consider a reduction in the speed limit.

**OPERATIONS & POLICY**

Ms. Liscio

**Motion:** Move to approve the minutes from the August 20, 2008 council meeting.

Moved: Ms. Liscio  
Second: Mr. Karas

Voice Vote – all in favor

**Motion:** Move to accept the 2009 option year for trash and recycling collection with Waste Management in the amount of \$13.91 per household per month.

Moved: Ms. Liscio  
Second: Mr. Tomasic

Ms. Liscio commented on the study of an ad hoc committee and the work Mr. Tomasic took on as part of this study. Bill had many creative ways he thought to try and save money but it was to no avail. So at this point if we don't accept the option that we have for 2009 and put it out for bid it will go up dramatically.

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

*General Report:*

1. The manager noted several changes in policy or procedures upcoming (with further information provided in the Winter edition of the Tree City Times):
  - a. Effective 1/1/09, the borough will no longer accept cash for payments of any kind.
  - b. The borough may experiment with office hours that would allow one night of evening hours to better serve residents. The experiment would be for one month only in early 2009 and may be extended further after a review of resident reaction to the policy.
2. All members of council have been provided with voice mail boxes on the borough's phone system. Residents can find the extension numbers and further information on the elected officials page at our website ([foresthillspa.org](http://foresthillspa.org))

3. The borough's web address will appear on several borough vehicles as a way to better advertise the site and encourage people to go there for information. Further information on the website will be provided at future committee and council meetings.

## **PLANNING & ZONING**

Ms. Katchmar

Speakers: Introduction of Dargate Auction on use/purchase of the CBS Property  
Ed Gills and Meryl Lotz representatives of Dargate

Informational packets are distributed to council and Mr. Gills explains how Dargate Auction operates – the type of items that are at the auction house – 45% of bidding is done on line – no traffic during the week – 4 on site auctions per year – an auction usually runs 3 days, starts at 10:00 AM, and lasts 6-7 hours – there are 3 full time employees and during an auction we add 10-12 part time employees.

Dargate would like to be in the building by winter.

Mr. Lucas inquires about the parking capacity and the location of the parking lot.

Mr. Morus explains some issues: the access would most likely be via West Street, half of which is in Chalfant – Chalfant claims that the weight limit on West St. is low – improvements need to be made on West St. – parking lot is mainly in Chalfant, smaller lot opposite end of the building near Avenue A is in Forest Hills – the property extends down to Ardmore Blvd. which is basically in Forest Hills except for a small section that is in North Braddock – 3 municipalities are involved.

There are some concerns that may be raised: the weight limit, appearance of the building, the landscaping and what will happen to the Park n Ride lot on Ardmore Blvd. these are not to prohibit this from happening but they are things that may slow down the process. Also, some ordinances that we have on the books would need to be amended or adjusted. We have an ordinance related to access for property that says it has to be a main arterial and Ardmore Boulevard is the main arterial and it cannot be accessed easily with that bluff. Therefore there are a number of issues that need to be worked out and can take some time.

Mr. Lucas comments that under the zoning ordinance the use is permitted – there may be some site development issues that could be resolved – the big issue is the separate ordinance that we have dealing with site access and right now it would require you to access the property off an arterial or collector street which means Ardmore Blvd. Currently our ordinance does not allow access coming down West. It will be up to council to take into consideration what you are proposing. However, you need to be aware that the legal impediment exists right now, but certainly council will take a look at that in terms of perhaps tweaking that ordinance.

*General Report:*

1. The committee reviewed a proposal by the Community Development Corporation for the painting of murals on several buildings in the business district. Council expressed several concerns and noted that there may be several zoning issues that need to be addressed.
2. Members were provided with a handout on eminent domain for review and information.

Old Business:

Mr. Porco – refers back to Waste Management contract – article in newspaper regarding reducing yard scraps and how to reduce our landfill contribution – perhaps we should enact a policy or ordinance about reducing yard scraps.

Mr. Tomasic - this was discussed with Waste Management and it is very costly. There are so many restrictions you cannot put grass clippings with leaves and the branches need to be separated. Basically the only way to do it would be through the borough and have borough employees pick it up or have residents take it to a specific location on their own, but that then would need to be monitored. It is very complicated. Mr. Tomasic would be willing to work on it if council wants to go in that direction but doesn't know if the cost would justify putting this program together.

Mr. Porco understands that the borough would be on its own, that Waste Management would not be able to assist us in terms of a third party vendor but I think it is something worth exploring but would like council's opinion.

Mr. Karas suggests placing it in Ops & Policy

Mr. Tomasic - you need a location, the location has to meet certain requirements, then figure out when you'll get the material there, individuals to be there and a time slot for them to be there when people come because you cannot leave the site open, and then how would the borough employ someone to pick this stuff up and have it delivered.

Ms. Liscio suggests putting it on Ops and Policy for October and explore some options and see if we want to form a sub-committee.

Mr. Morus reports that we do share every year in the 902 Grant from DEP which is a share in the amount of money that comes in on an annual basis based on how much recycling we do in the borough.

New Business:

Steve Karas - a letter should be sent to Dargate.

Ms. Katchmar comments that she will send them a letter.

Parking study suggested by Blaine is discussed:

Ms. Katchmar – why are we engaging this company to come and do a study to tell us there is no parking when we know there is no parking?

Mr. Porco – it is obvious that space is limited but we need to have clarification.

Mr. Lucas – recommends council meet with a representative from Trans Associates

Ms. Katchmar – suggests having someone from Trans Associates come and run the committee meeting in October.

Mr. Lucas will contact Trans Associates and set up the meeting for the 1<sup>st</sup> Tuesday in October.

Mike Belmonte – naming the park for Sen. Costa – the proposal at the meeting was, Jay Costa Park / Home of Forest Hills Baseball. The baseball association would like to do the dedication as part of opening day ceremonies on either May 1<sup>st</sup> or May 2<sup>nd</sup> of 2009.

Mike Belmonte – sign policy for the Braddock Road sign. Woodland Hills Soccer Association registration was on the sign.

Mr. Morus will review the sign policy.

The Local Government Academy held a meeting on police contract services and regionalization of police services. Mr. Belmonte and Mr. O'Malley attended the meeting.

Mr. Belmonte reports that the next regionalization study meeting with Wilkins Township will be October 21<sup>st</sup>.

Mr. Belmonte reports Woodland Hills Inter-Council meeting will be Sept. 23<sup>rd</sup> and Kurt Ferguson, Manager of Edgewood Borough, will be speaking on joint paving.

Mr. Belmonte informs council that the father of Leon Haynes passed away and suggests sending a card from mayor and council.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Tomasic  
Second: Mr. Karas

Voice Vote – all in favor

- Next Scheduled Council Meeting: October 15, 2008
- Next Scheduled Committee Meetings (order to be determined): Tuesday, October 7, 2008 (Borough Property, Public Works, & Planning & Zoning) and Thursday, October 2, 2008 (Finance, Operations & Policy, & Public Safety).