
MINUTES

Call to Order: Mr. Tomasic

Pledge of Allegiance: Mayor O'Malley

Roll Call:

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

President's Report: Mr. Tomasic

Comments on a Tree City Time article that suggested a possible tax increase. Councils point of view is to try and maintain the present taxes and do not look to increase taxes in the next year.

Mayor's Report: Mayor O'Malley

The asphalt contractor has provided advance notice that asphaltting will soon start on the Parkway East at Churchill.

The COG has training, equipment and supplies available to any individual or group that is interested in clean up activities. If anyone knows of someone that would be interested please contact the mayor.

Tax Collector's Report: Ms. Sullivan

No report.

Chief of Police Report: Chief Williams

Activity reports for the month of February.

Applied for a grant through State Farm Insurance Company to offset the cost for Swiftreach.

Fire Chief's Report:

No report.

Woodland Hills EMS Report:

Adam Knight

No report.

Solicitor's Report:

Blaine Lucas

Updates on land development: EPI - waiting for applications to be filed, Shell – waiting for revised drawings from the developer and Rite Aid – pending before the zoning board on some signage issues.

Borough building code: at the state level some changes were made that will require some minor procedural modifications to the borough ordinance a memo will be sent to council for discussion at the April meeting.

Memos will be sent to council for discussion at the April meeting on e-mails and snow removal enforcement.

Mr. Karas – would like clarification on an unrelated subject, re: council should not vote on matters involving immediate family members.

Mr. Lucas – responds that is correct, spouses, brothers and sisters, children and parents are considered immediate family members.

Mr. Tomasic – does the hold up on Shell involve the pumping of gasoline?

Mr. Lucas – responds, no.

Mayor O'Malley – is the borough obligated to advertise the changes in the building code ordinance and if so can there be language placed in the ordinance that states in the future all the organization changes will become part of the Forest Hills ordinance without advertising.

Mr. Lucas – responds these current changes must be advertised and his recommendation is that all future changes be advertised as well.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

No report.

Public Comment

Vivian Broz – council appointed Christine Lauble to the Tree and Shrub committee last month and there was no vacancy. Spoke to Ms. Lauble and she has agreed to be a non-voting participant, not a member of the Tree and Shrub committee. Mr. Morus had sent a memo to all of council making them aware of this issue.

Ms. Wood – comments that the correction will be made under her committee this evening.

Josh Zorich, 532 Atlantic Ave. – representing two groups Citizens Against Litter and the City of Pittsburgh Rid Up Program – was selected to be the organizer for Forest Hills in 2010 – announces some of the upcoming events that will be held - missed the opportunity to advertise in the spring issue of the newsletter and inquires if there is any other form of media/communication that the borough has to let the residents know of these events.

Mr. Tomasic – comments this can be discussed at the ops and policy meeting in April – perhaps the crime alert system could be used to inform the residents.

Jim Busa, 471 Atlantic Ave. – requests a point of clarification on snow removal – explain remove snow within a few hours following the end of a snow period

Mr. Tomasic – council has been working on this for some time now, trying to enforce and modify the ordinance that currently exists. We would like to modify the procedures to have more people involved in being able to quote “ticket” those that violate the ordinance. We are also going to try and enforce a separate ordinance that would require removal by a certain time or the borough would go and remove it and then charge the resident, but it would not be a couple of hours.

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Belmonte

Motion: Move to approve a resolution that requests that Allegheny County appoint a Stormwater Management Plan agent so that a comprehensive Act 167 Stormwater Management Plan for the eastern section of Allegheny County can be completed.

Moved: Mr. Belmonte
Second: Ms. Wood

Roll Call Vote:	Mr. Belmonte	Yes
	Mr. Burleigh	Yes
	Mr. Erbedinger	Yes
	Mr. Karas	Yes
	Mr. Tomasic	Yes
	Ms. Wood	Yes

General Report:

1. The committee listened to a summary of sanitary sewer issues presented by the borough manager with assistance by the borough engineer and foreman. The manager discussed the following topics:

- a. Intermunicipal Coordination – our engineers are working on this since it will be a key component in the ALCOSAN plan. Downstream systems must be able to take the upstream flows and formal agreements will be necessary in ensuring this.

- b. Operation and Maintenance Plan – We have a draft of the plan submitted by Gateway available that follows the requirements of the consent order. Basically, it is set up as an implementation plan for the next 5 – 10 years outlining what the borough will do to maintain the system following the consent order (this plan actually begins in January 2011). The plan will require that we “monitor, examine, repair and maintain the collection and conveyance system to prevent backups and overflows before they occur.” This means that we will continue a regular maintenance program, though somewhat less intense than the past several years, of regularly televising, cleaning, maintaining, and repairing the borough’s sewer system. It is less intense in that we will not have to do as much televising each year, for example, as we have accomplished over the past few years. Responsibility for maintaining the system remains in the hands of the public works foreman and crew as supervised by the manager who is supervised by council. An audit of our progress in maintaining the plan must be done every 5 years. Council will continue to fund a sewer program and must decide to what extent it will maintain operations. Costs should gradually shrink over the next 5 years as we move to a maintenance mode (assuming we maintain an in house operation rather than contract) although until we see what the EPA has in store for ALCOSAN beyond that time nothing is certain. The county will review the draft and provide comments then a formal presentation will be made to council of the final document.

- c. Turtle Creek / Thompson Run Basin Meeting – ALCOSAN continues to work on its wet weather plan for submission to EPA, DEP, and Allegheny County Health Department in January 2013. From the last meeting of this group they noted that portions of Forest Hills and other areas see between 20% - 35% of rainfall getting into the sanitary system. Consultants have identified 8 preliminary sites for the location of facilities to control the flow of sewage before it reaches the main ALCOSAN facility. No description of such facilities was provided but the potential sites are all brownfield sites and located in the Turtle Creek and/or Thompson Run valleys (no new facility is located in Forest Hills at this time). They ask all to submit suggestions/comments to ALCOSAN. Mr. Gaus noted this has more to do with the feasibility study due in 2013 for Forest Hills; critical element is the flow of sewage.

- d. Ferraro Report – the committee previously reviewed a report submitted by a local engineer, Joseph Ferraro, that serves as a general report of information contained in the consent order

2. The borough received a thank you letter and \$250 donation from Seville Square to thank the crew for the work it did in clearing the snow during the recent weather emergency.
3. The borough was notified that Chalfant was successful in receiving a grant in the amount of \$106,400 for the paving of West Street. The cost to the borough as its share of the work amounts to approximately \$8,900.
4. The foreman notified the committee that the department should be able to handle the paving complaint of Mr. Bajura re: the Decatur/Rustic Alley intersection near his driveway.

FINANCE COMMITTEE

Mr. Erbedinger

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

General Fund Budget:	\$211,167.81
Capital Improvements Plan:	\$ 94.74
Corrective Action Budget:	\$ 14,170.85
Liquid Fuels:	\$ 74,882.21
2007 Bond Issue:	\$ 892.91

Moved: Mr. Erbedinger
Second: Mr. Karas

Roll Call Vote:	Mr. Belmonte	Yes
	Mr. Burleigh	Yes
	Mr. Erbedinger	Yes
	Mr. Karas	Yes
	Mr. Tomasic	Yes
	Ms. Wood	Yes

Detail of non general Fund Items:

Capital Improvements Plan:	Comprehensive plan update
Corrective Action Budget:	Sanitary Sewer consent decree work; Service to sewer equipment/vehicles
Liquid Fuels:	Salt; Traffic signals
2007 Bond Issue:	new dump truck and spreader

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

General Fund Budget:	\$134,204.27
Corrective Action Budget:	\$ 63,930.27
Liquid Fuels:	\$ 5,605.45
2007 Bond Issue:	\$ 949.64

Moved: Mr. Erbedinger
Second: Ms. Wood

Roll Call Vote:	Mr. Belmonte	Yes
	Mr. Burleigh	Yes
	Mr. Erbedinger	Yes
	Mr. Karas	Yes
	Mr. Tomasic	Yes
	Ms. Wood	Yes

Detail of non general Fund Items:

Corrective Action Budget:	Sanitary Sewer consent decree work; ALCOSAN bill
Liquid Fuels:	Traffic signals; salt purchases
2007 Bond Issue:	Equipment, new dump truck and spreader

General Report:

1. The committee asked the manager to update the audit services request for proposal and provide to the committee for its April meeting.
2. The committee is considering prioritizing the list of capital improvements projects for 2010 in order to allocate available funds.
3. The manager reviewed the monthly financial statements with the committee at its March meeting.
4. Committee members reviewed the actuarial estimate for the 2011 Minimum Municipal Obligation (MMO). The borough's MMO shortfall in 2011 is estimated to amount to \$164,574 (compared to \$9,964 used in 2010).
5. The committee continues to review a municipal services fee that could be implemented in 2011. Such a fee would include the trash fee and a fee to assist the borough in paying for the new fire truck purchased several years ago.
6. As part of the Committee of the Whole discussion on March 4, council entered into an executive session to discuss the borough's overtime policy for all borough personnel.
7. The finance committee asks that Ameriserv, the company handling the borough's pension investments, schedule a meeting with the pension committee in April at the convenience of most members, either during the day or evening.

BOROUGH PROPERTY

Mr. Karas

Motion: Move to authorize work to the stream at Bright Park as outlined by the committee including channel clean up and the installation of stone with costs not to exceed \$6,500 with such cost to be paid from funds in the 2007 bond issue.

Moved: Mr. Karas
Second: Mr. Belmonte

Roll Call Vote:

Mr. Belmonte	Yes
Mr. Burleigh	Yes
Mr. Erbedinger	Yes
Mr. Karas	Yes
Mr. Tomasic	Yes
Ms. Wood	Yes

Motion: Move to authorize modifications to Avenue L parklet as outlined by the committee with costs not to exceed \$5,300 with such cost to be paid from funds in the 2007 bond issue.

Moved: Mr. Karas
Second: Mr. Belmonte

Roll Call Vote:

Mr. Belmonte	Yes
Mr. Burleigh	Yes
Mr. Erbedinger	Yes
Mr. Karas	Yes
Mr. Tomasic	No
Ms. Wood	Yes

Motion: Move to approve the application of David Fink for membership on the borough's recreation board with a term to expire on February 28, 2013.

Moved: Mr. Karas
Second: Mr. Erbedinger

Roll Call Vote:

Mr. Belmonte	Yes
Mr. Burleigh	Yes
Mr. Erbedinger	Yes
Mr. Karas	Yes
Mr. Tomasic	Yes
Ms. Wood	Yes

Motion: Move to approve the following hires for the 2010 fun in the park program:

Director – Stephanie Layton
Counselors – Emily Perego
Emily Blotzer-Miller
Counselors-in-Training – Cherrelle Cotton
Sharon Cotton

Moved: Mr. Karas
Second: Mr. Burleigh

Roll Call Vote: Mr. Belmonte Yes
Mr. Burleigh Yes
Mr. Erbeldinger Yes
Mr. Karas Yes
Mr. Tomasic Yes
Ms. Wood Yes

General Report:

1. Committee members asked the committee of the whole to review changes to the borough's catering policy at the Forest Hills/Westinghouse Recreation Center as well as changes to the sponsorship policy. The committee of the whole asked that Cindy Simm update the current policy for pool rental to allow rentals to begin at 6 PM rather than 8 PM and to consider recommending Forest Hills caterers to renters at the Center. The committee will review draft language prior to presenting to council for approval.
2. Mike Belmonte asked that Cindy Simm put recommendations in place for programs for youth as well as possible expansion of programs and a summary of programming offered for kids currently.

PUBLIC SAFETY

Mr. Karas

Motion: Motion to authorize the borough engineer to conduct a traffic study of Fairfax Road and to recommend changes for traffic control that will answer citizen concerns of speeding on the road.

Moved: Mr. Karas
Second: Mr. Erbeldinger

Voice Vote all in favor

Motion: Motion to approve an ordinance repealing the killed in service benefit of the police pension plan document.

Moved: Mr. Karas
Second: Ms. Wood

Ordinance title reads as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, REPEALING THE KILLED IN SERVICE BENEFIT OF THE FOREST HILLS BOROUGH POLICE PENSION PLAN DOCUMENT PURSUANT TO ACT 51 OF 2009.

Roll Call Vote:	Mr. Belmonte	Yes
	Mr. Burleigh	Yes
	Mr. Erbedinger	Yes
	Mr. Karas	Yes
	Mr. Tomasic	Yes
	Ms. Wood	Yes

General Report:

1. The committee asked that reflective strips be installed on stop signs at the Braddock/Glasgow intersection and that a crosswalk be painted on the street when weather permits.
2. Members remind all residents that snow must be removed from sidewalks as established by borough ordinance (chapter 21-322) within a few hours following the end of a snow period and that residents should refrain from shoveling snow into the public right of way.
3. The committee asked the manager to again advertise the 1983 American LaFrance fire truck for sale.

OPERATIONS & POLICY

Ms. Wood

Motion: Move to approve the minutes from the February 17, 2010 council meeting.

Moved: Ms. Wood
Second: Mr. Erbedinger

Voice Vote all in favor

Motion: Move to rescind the appointment of Christine Lauble to the Tree and Shrub committee and note that she will be a non-voting participant.

Moved: Ms. Wood
Second: Mr. Karas

Voice Vote all in favor

Motion: Motion to approve the amended rules for council committees drafted by the borough manager and incorporating rules for the Committee of the Whole as reviewed by that committee on March 4.

Moved: Ms. Wood
Second: Mr. Karas

Voice Vote all in favor

General Report:

1. Members are reviewing a proposal to create a community map and informational brochure paid for by advertising placed in the brochure.
2. The committee is reviewing options for establishing council email addresses and asked the solicitor to comment on legal issues including requirements for maintaining such email for a specified length of time.
3. Ted Gilbert, Arborist, was present to discuss the cost of removal of street trees on the westbound side of Ardmore Blvd. and a tree complaint from the Simmen family on Cherry Valley Road. The committee chair will discuss costs in the matter of the former with the Community Development Corporation. The arborist will handle the tree complaint by soliciting bids for pruning and/or removal.

PLANNING & ZONING

Mr. Burleigh

General Report:

1. Members reviewed a notification from CBS of their intent to undertake a remediation of the property located at the bottom of West Street and Avenue F and asked the solicitor to respond to CBS indicating that the borough wishes to be involved in the process.

Mr. Belmonte comments that a youth center should be considered for that property.

Mr. Lucas – CBS has decided to move forward with an ACT 2 process which allows them to obtain a clean bill of health from DEP for the site. The process can be as short as 90 days or go on for several years.

The thing that is of some immediate urgency is the notice of intent to remediate provides that if the borough wants to participate in the process you need to advise DEP and the applicant within 30 days as to when the public notice was published. The notice was published last week so you will not have another regular council meeting before the 30 days expires.

Recommendation is that if you want to have involvement you should adopt a motion to submit a request to CBS to develop and implement a public involvement plan.

As the solicitor we will provide a detailed overview of the process. If it gets more involved than explaining the process we may recommend hiring an environmental consulting firm because your questions may be more environmental than legal.

Motion: Move to request that CBS develop and implement a public involvement plan for Forest Hills.

Moved: Mr. Burleigh
Second: Mr. Karas

Mr. Karas – if the DEP is the governing entity why would we need an outside agency?

Mr. Lucas – you may not, but down the road should you feel that you need an outside agency we can make some recommendations.

All in favor voice vote

Old Business:

None.

New Business:

Motion: Move to have Cindy Simm and the recreation board research subcontracting refreshments at the pool.

Moved: Ms. Wood
Second: Mr. Karas

Ms. Wood – Baldwin Borough subcontracts out there refreshments and bring in a minimum of \$600 per month and they get approximately the same amount of people at there pool per month as we do. Suggests that Cindy talk to the Baldwin manager and recreation board to see how they went about doing that. It has been a very successful venture for Baldwin Borough.

Public Comment:

Mr. Meshanko, 348 Barclay Ave. – one or two lifeguards work the concession stand and products are purchased from a wholesaler. Not sure what type of profit the pool makes on concessions but subcontracting out means you'll pay for the contract taking money away from the pool.

Mr. Belmonte – does the contractor bring his own people or is it just a guy that handles it alone?

Ms. Wood – does not know the details but Baldwin did put it out for bid. These are things that Cindy and the recreation board can look into.

Voice vote all in favor

Motion: Move to approve the Tree and Shrub committee's recommendation to prune the tree on corner of Cherry Valley Road and Sherwood Road with the work to be done by the lowest bidder, Carls Tree Service in the amount of \$985.00.

Moved: Ms. Wood
Second: Mr. Burleigh

Public Comment:

Vivian Broz, Tree and Shrub Committee – questions why this is being done by council, Tree and Shrub did not see the bids, who opened the bids and further explains the responsibilities of the tree and shrub committee.

Ms. Wood – the motion is approving the recommendation of the tree and shrub committee to prune the tree and moving to have the work done by the lowest bidder. Mr. Gilbert said that the cost could be as high as \$2,500 - asked for bid proposals to try and obtain a lower cost – received 3 proposals – awarding to the lowest bidder tonight so we can move forward

Mr. Belmonte comments that council is acting on the Tree and Shrub Committee recommendation.

Vivian Broz, inquires who opened the bids?

Ms. Wood replies that Mr. Gilbert opened the bids.

Vivian Broz – comments that sealed bids need to be opened at a public meeting.

Mr. Lucas – under \$4,000 you do not need to bid – work over \$10,000 requires sealed bids and opened in a public meeting.

Ms. Wood - they were not sealed bids – they were proposals for the work – I'm doing this on Mr. Gilbert's behalf by bringing it to council- Mr. Gilbert mentioned that it would be best to get the pruning done now before they get too busy.

Mr. Tomasic suggested withdrawing the motion and sending it back to Tree and Shrub.

Mr. Erbedinger commented that Tree and Shrub approved the pruning so why is there opposition to proceed.

Mr. Tomasic- believes council should not move forward on this motion – need to investigate whether it would be beneficial to the borough financially to remove the tree completely and possibly put in a substitute – in terms of finance look at this and ask is this an improvement or a required maintenance – is it consistent in maintaining fiscal

discipline – is it practical

Ms. Wood comments that Mr. Gilbert informed her and the Tree and Shrub Committee that this would be the last pruning needed on this particular tree – given the fact that pruning is ½ the cost of removal – it has Tree and Shrub Committee recommendation – and the arborist is saying this pruning will correct the situation I would like to have the motion stand.

Roll Call Vote:	Mr. Belmonte	Yes
	Mr. Burleigh	Yes
	Mr. Erbelinger	Yes
	Mr. Karas	Yes
	Mr. Tomasic	No
	Ms. Wood	Yes

Mr. Karas – comments that the CDC is holding up a release of grant funds for a Bryn Mawr Road project – would like to have Ms. Wood to speak to the CDC and request that they close out the grant so funds can be released.

Mr. Tomasic announces that there will be an executive session following the meeting to discuss personnel issues.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Burleigh
Second: Mr. Karas

Voice Vote all in favor

- Next Scheduled Council Meeting: April 21, 2010
- Next Scheduled Committee Meetings (order to be determined): Thursday, April 1, 2010 (Public Safety, Public Works, Borough Property, Operations & Policy) and Tuesday, April 6, 2010 (Planning & Zoning, Finance, Committee of the Whole).