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**MINUTES**

Call to Order:

Mr. Porco

Pledge of Allegiance:

Mayor O'Malley

Roll Call:

Mr. Belmonte	Present	Mr. Porco	Present
Mr. Burleigh	Present	Mayor O'Malley	Present
Mr. Erbeltinger	Absent	Janet Sullivan, Tax Collector	Present
Mr. Karas	Absent	Blaine Lucas, Solicitor	Present
Mr. Tomasic	Present	David Gilliland, Engineer	Present
Ms. Wood	Present	Steven Morus, Manager	Absent

President's Report:

Mr. Porco

Mr. Porco congratulated those who were successful in their campaign bids. He let everyone know that 5<sup>th</sup> grade students from St. Maurice would be here Friday, 5/20/11 for a field trip to learn about local government, good citizenship, and a mock council meeting. He mentioned he'd like to do more of these outreach programs to the local schools.

Mayor's Report:

Mayor O'Malley

- April 29      Attended Arbor Day event put on by Ted Gilbert. We had a planting demonstration by our tree service, and visitors were from Trinity Christian School.
- April 30      Mr. Karas had a Forest Hills park clean up program that was a supplement to the good work done by our Public Works Department. Senator Jay Costa was involved in helping to set an example.
- May 7        The Summer Recreation sign up program took place at the pool for registration for a dozen or 20 different events that are going on this summer.
- May 17      He mentioned everyone was a little tired from the primary activities that went on. He'll submit the complete report for the record without going into the other details.

Mr. Porco mentioned we took a bunch of our vehicles to the Beulah Christian preschool in April and did a demonstration of all of our police, fire and emergency response vehicles. He also participated in cleaning the Avenue L Park with Mr. Belmonte. He was very surprised at how much litter and trash was in the woods.

Tax Collector's Report:

Ms. Sullivan

Current year collections in April were \$954,897; year-to-date she collected \$1,592,989. Our budget is \$2,485,688 which puts us at 64% of our budget. There were no penalties collected for the month.

Chief of Police Report:

Chief Williams

Physical and written tests were administered at the Allegheny County Police Academy for the police officer positions. A new canine vehicle was put into service. Traffic enforcement was done on Ardmore Boulevard at Avenue B due to a complaint we received from a resident who had gotten off a bus there and had a little a problem. Several of our officers performed their firearm qualifications. He and a few other officers attended child safety training through the PA Buckle Up Program. The highlight was that we sent out a Swiftreach crime watch message at 6:00 p.m. on Tuesday, 5/10, and the perpetrator was caught by 7:30 p.m. on Forest Hills Road. He was selling stolen gift cards that were not activated and were useless for anyone who bought them.

Fire Chief's Report:

Chief Theilacker

No report.

Woodland Hills EMS Report:

Adam Knight

No report.

Solicitor's Report:

Blaine Lucas

We should have a draft ordinance for our initial review by mid-summer. Earlier this week, a piece of legislation was introduced in the State Senate regarding the natural gas issue. If adopted, it would provide for an impact fee (based per well) that would be paid to local governments and would also provide for the development and a model municipal zoning ordinance. The other component is a proposal that would require the Public Utility Commission to develop a standard set of model ordinance provisions for communities if they wish to regulate natural gas.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

She got a phone call concerning the wall that is being added to in Bryn Mawr. Somebody is concerned about the water line. She took a look, and the workman is building up the existing wall so there's no concern about where the water line is. She stated that if anyone has a question before they start digging to call PA One Call.

Public Comment – Agenda Items

*At this time, citizens may address council on any issue appearing on today's agenda. Comments on non-agenda items will be taken at the end of tonight's meeting. Citizens are asked to use the microphone at the speaker's stand, clearly state their name and address for the record and keep comments brief and to the point (5 minutes or less). It would be helpful to spell the last name for the record.*

No public comment at this time.

Committee Reports:

**PUBLIC WORKS COMMITTEE**

Mr. Belmonte

*General Report:*

1. Members reviewed a number of items with the borough engineer including:
  - a. Significant Deficiency Sewer Repairs – Liner Project
  - b. 2011 Street Paving
  - c. Filmore Sewer Surcharging
  - d. Yost Crosswalk
  - e. Filmore Sidewalks
  - f. Fall Run stream bank erosion

Dave Gilliland gave an update on the Yost crosswalk. They're still waiting to hear back from the County as to what direction we want to take from here. They have the jurisdiction. He said it's been about two months since we contacted the county, and that we'd need to go to the Director of the department next. Mr. Porco asked that either Mr. Gilliland or the Mayor contact the director. Mr. Gilliland said he'll follow up.

**FINANCE COMMITTEE**

Mr. Tomasic for Mr. Erbelinger

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

General Fund Budget:	\$518,364.61
Capital Improvements Plan	\$ 16,771.25
Corrective Action Budget:	\$ 12,303.80
Road Improvement	\$ 11,827.27
Liquid Fuels:	\$ 947.31

Moved: Mr. Tomasic  
Second: Mr. Burleigh

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

Detail of Non-General Fund Items:

Capital Improvements Plan: Tractor, pool flowers

Corrective Action Budget: Sanitary sewer consent decree work and engineering

Liquid Fuels: Traffic signals

**Motion:** Motion to approve Ordinance No. 1010 amending Chapter 18 of the Forest Hills Code of Ordinances increasing the sewer fee from \$3.00 per thousand gallons of water used to \$3.60 per thousand gallons effective Oct. 1, 2011.

Moved: Mr. Tomasic

Second: Mr. Burleigh

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

*General Report:*

1. The committee discussed attorneys fees related to the police arbitration award and various grievances filed by both unions.
2. Mr. Korbelt reported that he should have a draft of an ordinance related to the proposed municipal services fee for the next committee meeting.
3. Mr. Morus announced that staff and council will begin work on the 2012 capital improvements plan in June in order to facilitate budget preparation activities for next year.
4. Committee members discussed the change in earned income tax collection for next year with collection moving to Keystone from PA Municipal Services and considered options for delinquent collections involving years prior to 2012. Council may also be asked to consider using Keystone for the collection of the Local Services Tax (LST).

5. Members agreed that the borough should reimburse the Turtle Creek Valley Council of Governments for its share of the cost of the COG's proposal to handle earned income tax under the new law. The bill amounts to \$219.

**BOROUGH PROPERTY**

Mr. Burleigh for Mr. Karas

**Motion:** Move to authorize the borough engineer with the assistance of the Public Works Foreman to prepare and advertise specifications for replacement of the roof at the borough building.

Moved: Mr. Burleigh  
Second: Ms. Wood

Roll Call Vote:

Mr. Belmonte	Yes
Mr. Burleigh	Yes
Mr. Erbeldinger	Absent
Mr. Karas	Absent
Mr. Tomasic	Yes
Ms. Wood	Yes
Mr. Porco	Yes

*General Report:*

1. Under the Committee of the Whole, members asked that the manager and foreman secure other quotes for an extension of the recreation center ball field fence at Avenue F to go with the quote received by Allegheny Fence. They were directed to then use the lowest price company to perform the work along Avenue F to the gate at the corner of the field. Funds will likely come via a grant provided by the PA DCNR.
2. Via the Committee of the Whole, council is reviewing costs associated with the magistrate's building in an effort to plan for future use of the site once the agreement with the County expires in 2014.
3. The committee agreed that in seeking bids for borough building roof repairs the fence on the roof above the main office would be eliminated as it is the source of leaks.
4. Cindy Simm discussed several items needed at the pool including a lift chair in 2012, a new PA system and a security system to protect the pool filter room from flooding. The latter two would be funded by a grant. However, she will also investigate an expansion of the proposed security system to determine if more protection is needed.

5. The committee discussed the Bright Park grant and asked the manager to meet with a consultant re: additional work that may be reprogrammed for this grant. It was also decided to ask the state to accept the cost of materials for work completed there earlier by the crew.

**PUBLIC SAFETY**

Mr. Tomasic

**Motion:** Move to authorize the manager to advertise an ordinance allowing the borough to join in the Turtle Creek Valley Council of Government's Civil Service testing program.

Moved: Mr. Tomasic  
Second: Ms. Wood

***Voice Vote - All in Favor***

**Motion:** Move to approve the sale of the old canine car to the City of Latrobe for \$2,000.

Moved: Mr. Tomasic  
Second: Mr. Burleigh

***Voice Vote - All in Favor***

**Motion:** Move to approve Ordinance No. 1011 amending Chapter 15 of the Forest Hills Borough Code of Ordinances, motor vehicles and traffic, to increase the penalties for vehicles parked unlawfully.

Moved: Mr. Tomasic  
Second: Mr. Burleigh

Roll Call Vote:

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

**Motion:** Move to approve Ordinance No. 1012 amending Chapter 15 of the Forest Hills Borough Code of Ordinances, motor vehicles and traffic, to establish a stop intersection on Glasgow Road at the intersections of Sheryl Lane and Fairview Road.

Moved: Mr. Tomasic  
Second: Mr. Belmonte

Roll Call Vote:

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

**Motion:** Move to approve Ordinance No. 1013 amending Chapter 15 of the Forest Hills Borough Code of Ordinances, motor vehicles and traffic, to establish a stop intersection on Second Street at the intersection of Avenue L.

Moved: Mr. Tomasic  
Second: Mr. Belmonte

Roll Call Vote:

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

*General Report:*

1. The committee discussed improved patrols at the borough's main park with the Chief.
2. The manager will provide the mayor, council and the volunteer fire department with notes he took during a training program sponsored by Pitt's Institute of Politics on retaining and recruiting volunteers for fire departments.
3. The Chief reported on the need to move the radio system from VHF to UHF by 2013 as required with an estimated cost at between \$15,000 and \$20,000.
4. Members discussed a meeting held with the Port Authority regarding a rider's concern on safety for the bus stop at Ardmere and Avenue B on the eastbound side.

**OPERATIONS & POLICY**

Ms. Wood

**Motion:** Move to approve the minutes from the April 20, 2011 council meeting.

Moved: Ms. Wood  
Second: Mr. Tomasic

***Voice Vote - All in Favor***

**Motion:** Motion to authorize the manager to prepare and advertise specifications for a new cleaning contract since the agreement with Coverall expires at the end of this year.

Moved: Ms. Wood  
Second: Mr. Tomasic

***Voice Vote - All in Favor***

Ms. Wood noted that the carpets will be cleaned since it hasn't been done in several years. Also, we're beginning to investigate the establishment of a program for composting grass clippings. We're looking at what State College does currently and what other boroughs do in terms of composting – public composting where you can both drop off and collect. It will probably also go to one of our committees to look at.

Ms. Wood also mentioned we still have several vacancies on various boards.

*General Report:*

1. The Committee of the Whole reviewed a study conducted by CBS related to remedial requirements for the old Westinghouse Research Center site at the bottom of Avenue F.
2. Committee members discussed bidding requirements for various services and materials and asked the manager to put together a calendar covering the expiration of contracts that usually require bidding.
3. Members asked that borough staff seek quotes from cleaning companies for the cleaning of borough building carpets and have the work done. This work has not been scheduled for several years.
4. The manager has contacted the borough's phone service provider, Advanticom, regarding a new service contract as the existing lease/service agreement expires this year.

5. Borough staff is working to create identification cards for each employee for use when employees interact with the public. Handling the work in house will be inexpensive though the process will take a few months to implement.
6. Members met with IT contractor Mike Shafer to discuss the borough's computer system and networks.
7. The committee is investigating the establishment of a program for composting grass clippings.
8. Members are reviewing a proposal from Cliff Keogh regarding a contract for routine maintenance for borough HVAC equipment.
9. The borough continues to seek applicants for vacancies on various boards and committees and encourages residents to volunteer. Information can be found on the borough website ([www.foresthillspa.org](http://www.foresthillspa.org)) or by contacting the borough manager.

## **PLANNING & ZONING**

Mr. Burleigh

### *General Report:*

1. Members of the committee discussed the Community Development Block Grant (CDBG) program and agreed that the borough should opt in to the County version rather than compete for limited funds on a state-wide basis. The committee also directed that the engineer prepare a new CD grant application to reapply for the demolition of one or more condemned buildings with the primary building located at 375 Avenue D and a second building located at 213 Beaver Dr.
2. The borough manager continues to seek applicants to serve as alternate members of the borough's Zoning Hearing Board for terms to be determined and with council seeking to appoint 1 to 3 alternate members. Contact the borough office for more information.
3. The committee discussed parking concerns related to development of the restaurant at the former Bacchus/Kliment Building. While council has already approved a restaurant there, potential restaurateurs are concerned that sufficient parking is available.
4. The median sign located on Ardmore at Sumner recognizing those responsible for funding the CDC's work in the business district is a temporary sign that will be removed once all work is completed in the district. The CDC believes they are close to finishing but has not set a final date at this time due to delays in work at the Bacchus/Kliment Building.

Old Business:       None.

New Business:       None.

Public Comment – Other Items

*At this time citizens may address council on any issue. Citizens are asked to use the microphone at the speaker's stand, clearly state their name and address for the record and keep comments brief and to the point (5 minutes or less). It would be helpful to spell the last name for the record.*

No public comment at this time

Adjourn:       Motion to adjourn or adjourn by acclamation

Moved:   Mr. Porco  
Second:  Mr. Belmonte

***Voice Vote - All in Favor***

- Next Scheduled Council Meeting: June 15, 2011
- Next Scheduled Committee Meetings (order to be determined): Thursday, June 2, 2011 (Public Safety, Public Works, Borough Property, Operations & Policy) and Tuesday, June 7, 2011 (Planning & Zoning, Finance, Committee of the Whole).