

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. Erbdinger	Not Present	Janet Sullivan, Tax Collector	Not Present
Mr. Karas	Present	Blaine Lucas, Solicitor	Present
Mr. Tomasic	Present	David Gilliland, Engineer	Not Present
Ms. Wood	Present	Steven Morus, Manager	Present

President's Report:

Mr. Porco

Honoring 2011 Citizens of the Year – Members of the Forest Hills VFD. Recognized by council were Ron Bair, Tom Cvetkovich, Adam McDermott and Tom Theilacker for their heroic efforts in saving the life of an Ogden Avenue resident rescued in an apartment fire on March 31.

Mr. Porco announced:

- Commented on WTAE story on dumping behind the Westinghouse Recreation Center and explained that the area was cleaned up in 2008. He noted that only public works and borough contractors may place clean fill there with the intent of expanding the ball fields. 9:14
- Discussed House Bill 1950 which preempts local municipalities from passing legislation that regulates gas and oil extraction in its own community.
- Executive Session to be held following this meeting.
- Trash collection delayed one day next week for those people whose trash day is on 11/24 (Thanksgiving Day). All others are unaffected.

Mayor's Report:

Mayor O'Malley

Mayor O'Malley presented his report of activities.

Tax Collector's Report:

Ms. Sullivan

No report

Chief of Police Report:

Chief Williams

Chief Williams presented a report of monthly activities.

Fire Chief's Report:

Chief Theilacker

No report

Woodland Hills EMS Report:

Adam Knight

No report

Solicitor's Report:

Blaine Lucas

Mr. Lucas reported on the following:

Noted he has an exec session matter for tonight.

Discussed potential zoning ordinance amendments

December agenda will include an amendment on the earned income tax ordinance

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

Ms. Broz reported on authority activities and the 2012 budget.

Public Comment – Agenda Items

At this time, citizens may address council on any issue appearing on today's agenda. Only residents and taxpayers of the Borough of Forest Hills will be permitted to address council. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups of people will be required to designate a spokesperson to represent them before council who may speak for a maximum of 10 minutes. 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. Please spell the name for the record.

No comments

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Belmonte

Motion: Move to authorize the borough engineer to prepare and advertise specifications for bids for sewer repair and sewer lining contracts for 2012.

Moved: Mr. Belmonte
Second: Mr. Karas

Voice Vote – all in favor

General Report:

1. The borough engineer submitted the following report to the committee:
 - A. Significant Deficiency Sewer Repairs – Liner Project
Twelve of 36 sites have been completed under Phase I of this project. Phase II will be underway within two weeks. The additional work on a storm sewer on Sherwood Road that recently came to light will be put in with the next phase of lining to be bid in early 2012 due to the contractor not accepting the price we proposed for this size of pipe. (It was prorated from a smaller size)
 - B. CD 37 Demolition
This project has been awarded. Work is scheduled for mid-December.
 - C. Paser Program
We have updated the borough's Paser Program for street pavement evaluation in lieu of the recent paving project. We will be adding notes information regarding recent paving projects as suggested by Councilman Tomasic.
 - D. Sewer Budget for 2012
My office is preparing cost estimates for your 2012 Budget related to the Corrective Action Plan for Sewers and will submit same by November 1.
 - E. TV Inspection of Sewers
We have determined that there is 10,000 LF of sewer pipe that has not been inspected by closed circuit TV. This work must be completed ASAP. We need to know if Council wishes to advertise for bids and have this work done by private contractor or have DPW perform the work in-house on overtime. The estimated cost if contracted-out would be \$25,000.
2. Committee members recommend that, without objection, the public works crew should be used to handle the sewer televising noted under 1E. above in order to save corrective action fund dollars. The cost of in-house overtime work is projected to be less than the cost to contract the work out as outlined by the engineer.
3. Members reviewed the draft corrective action budget with the borough engineer. The engineer noted that he has not completed an analysis yet as to

whether the current sewer fee is sufficient to handle the requirements of the consent order and the Operations & Maintenance Plan.

FINANCE COMMITTEE

Mr. Tomasic

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

General Fund Budget:	\$568,808.32
Capital Improvements Plan	\$ 26,377.32
Corrective Action Budget:	\$213,539.10
Liquid Fuels:	\$ 25,630.64
Pavement:	\$262,988.15
2007 Bond Issue	\$ 5,769.00

Moved: Mr. Tomasic
Second: Mr. Burleigh

Roll Call Vote:	Mr. Belmonte	yes
	Mr. Burleigh	yes
	Mr. Karas	yes
	Mr. Tomasic	yes
	Ms. Wood	yes
	Mr. Porco	yes

Detail of Non-General Fund Items:

Capital Improvements Plan:	Work at rec center (grant funded), borough building roof
Corrective Action Budget:	Sanitary sewer consent decree work and engineering
Liquid Fuels:	slurry seal, hot patch
Pavement:	2011 paving program, crack sealing
Bond Issue:	Engineering – borough building roof

Motion: Move to authorize the law firm of Rhoades and Wodarczyk to review police and non uniform pension documentation for compliance with the Pension Protection Act and to prepare any related amendments at a total cost not to exceed \$1,500.

Moved: Mr. Tomasic
Second: Ms. Wood

Roll Call Vote:	Mr. Belmonte	yes
	Mr. Burleigh	yes
	Mr. Karas	yes
	Mr. Tomasic	yes

Ms. Wood yes
Mr. Porco yes

Motion: Move to authorize the solicitor to prepare and advertise an ordinance fixing the tax rate for the year 2012 and appropriating specific sums estimated to be required for the specific purposes of the municipal government.

Moved: Mr. Tomasic
Second: Mr. Burleigh

NOTE: Summary information on the preliminary 2012 budget and fee and tax rates are attached to this agenda starting on page 11. The millage rate is based on the assessed value provided by the county on its real estate website and is subject to change:
(<http://www.county.allegheny.pa.us/munimap/profile.asp?muni=42>)

Voice Vote – all in favor

Motion: Move to authorize the borough manager to advertise the preliminary 2012 budget and capital improvements plan which may be considered for approval as a final budget at the December 21, 2011 regular meeting of Council.

Moved: Mr. Tomasic
Second: Mr. Karas

Mr. Tomasic noted the availability of our budget on the website. Also that the borough has not increased taxes since 2007 and that was to approve a 1 mill increase for pavement improvement.

Council welcomes all comments.

Mr. Porco noted that we have been working on the budget since July. He noted it is part art and part science since council has to forecast future spending and revenues.

Note: The full preliminary budget will also be advertised on the borough's website at www.foresthillspa.org. Council may reopen the budget in January if it prefers (a council may reopen the budget in a January following a local election year).

Voice Vote – all in favor

General Report:

1. The committee will continue to review the 2012 budget at its meeting in December. Meetings are open to the public.
2. Committee members remind all residents that the Earned Income Tax (EIT) collection process changes on January 1, 2012. Employers will be required to deduct the tax from paychecks and forward to the appropriate collection agent who will then forward the funds to the borough. The Tree City Times winter issue will have detailed information and a form included that residents may submit to their employer to ensure that the tax is deducted and properly sent to Forest Hills. The Tree City Times will come out soon and is also available on the borough's website www.foresthillspa.org.
3. Staff is preparing paperwork and will present proposals received for a tax anticipation note to council at the December meeting for consideration.
4. The committee will recommend changes to the fee resolution to the full council at its December meeting for consideration.
5. The committee advised the manager to discuss insurance alternatives with Municipal Risk Management.

BOROUGH PROPERTY

Mr. Karas

Motion: Move to award the cleaning contract for borough facilities to Coverall under the regular daily cleaning specifications, in the amount of \$11,064 per year for 2 years with an option for a third year at the same amount and to accept their bid price for annual cleaning services in the amount of \$3,672 should council choose to exercise the option to schedule one or more of those services.

Moved: Mr. Karas
Second: Mr. Burleigh

Note: This bid maintains the same annual rate for daily cleaning specifications as the previous contract.

Roll Call Vote:	Mr. Belmonte	yes
	Mr. Burleigh	yes
	Mr. Karas	yes
	Mr. Tomasic	yes
	Ms. Wood	yes
	Mr. Porco	yes

Motion: Move to approve a proposal to sell rooted Christmas Trees this holiday season with the trees donated following the season for planting in the borough main or other parks during Earth Day 2012.

Moved: Mr. Karas
Second: Mr. Burleigh

Mr. Karas explained that a voluntary group of residents that are handling this. You buy the tree with roots included and use it for Christmas tree purposes, they will plant in the main park after discussing the location with appropriate committees at no cost to the Borough. The trees will cost \$30.00. These trees will be purchased from Lowe's.

Mr. Tomasic questioned what group is doing this? Mr. Karas advised this will be headed up by Margaret Shawnesy on Braddock Road a group of people that have done some things with the garden club and pro actively do work on the hillsides. They are getting the trees from Lowe's and are going to sell them. Trees will be 2 to 4 ft. high.

Voice Vote – all in favor

General Report:

1. Members discussed recycling requirements and the need to seek a location for yard waste recycling to meet PA Department of Environmental Protection requirements.
2. The Committee reviewed the following report from the borough engineer:
 - a. Municipal Building Roof
This project has been completed. Due to weather they actually have some finish work to do on the flat roof.
 - b. DCNR Grant (formerly Bright Park Project)
We have prepared a revised scope and cost estimate for this project which will be submitted to DCNR for their approval. The project can then be bid with construction to follow in the Spring of 2012.
3. The manager noted that the borough building retrofit sponsored via a county grant has been completed. He has also been in touch with SPC who has agreed to perform a free energy audit of all borough buildings with a report submitted to council. Mr. Karas thanked Mr. Morus for seeing this through.
4. The committee reviewed repairs to the volunteer fire department roof. A delay in starting the job may raise the cost as some of the insulation became wet due to recent weather conditions. Jim Theilacker is reviewing with the contractor and will report back to the committee.

PUBLIC SAFETY

Mr. Tomasic

General Report:

1. The committee is reviewing the control of nuisance animals after receiving several complaints from residents. I read a report today from one group that is opposes it and they give various reason why. One of the reasons is if you don't get rid of the source of the food, you won't get rid of the raccoons. The problem is we put food in our containers and tie them down with bungee cords. We are trying to find a policy and we have a fund that controls nuisance animals and we are still working on this.
2. The committee is reviewing a draft policy on permitting overnight work in the borough during instances such as PennDOT's recent resurfacing of the eastbound side of Route 30. The main complaint is the noise at night and traffic in the Borough was more of a problem than the noise. We invited the contractors to come to a meeting and nobody came. We are looking into the future on terms of our traffic situations.

OPERATIONS & POLICY

Ms. Wood

Motion: Move to approve the minutes from the October 19, 2011 council meeting.

Moved: Ms. Wood
Second: Mr. Tomasic

Voice Vote – all in favor

Motion: Move to approve an agreement with Varsity Printing in the amount of \$1,565 per issue for black and white printing of the Tree City Times in 2012 and \$275 per issue to mail.

Moved: Ms. Wood
Second: Mr. Karas

Note: printing costs currently are \$1,948 and mailing costs are \$282.

Roll Call Vote:	Mr. Belmonte	yes
	Mr. Burleigh	yes
	Mr. Karas	yes
	Mr. Tomasic	yes
	Ms. Wood	yes
	Mr. Porco	yes

Motion: Move to reject the bid of Bigs Sanitation for trash and recycling collection as non-responsive due to several material defects.

Moved: Ms. Wood
Second: Mr. Tomasic

Voice Vote – all in favor

Motion: Move to award a new contract for trash and recycling collection to Waste Management in the amount of \$13.07 per household/per month for 2012 and of \$13.40 per household per month for 2013 with three option years to follow with options determined at the borough's discretion.

Moved: Ms. Wood
Second: Mr. Tomasic

Mr. Lucas noted that options should be included in the motion.

Mr. Karas noted should include Standard pickup, weekly recycling, and household hazardous waste. The motion was amended to include these three items. Monthly dollar figures are amended to 14.07 for 2012 and 14.43 for 2013. Ms. Wood made the amended motion.

Mr. Porco advised that we need to notify the residents via the quarterly newsletter and the website of these changes.

Mr. Karas has also noted that Waste Management has also agreed to an informative phone call to the residents or door hangers if the bid is approved.

Mr. Karas seconded the amended motion.

Roll Call Vote:	Mr. Belmonte	yes
	Mr. Burleigh	yes
	Mr. Karas	yes
	Mr. Tomasic	yes
	Ms. Wood	yes
	Mr. Porco	yes

Motion: Move to authorize the manager to advertise any open positions and positions set to expire in late 2011 and early 2012 on borough boards and committees and contact those who currently hold the position to determine if they are interested in reapplying for their positions.

Moved: Ms. Wood

Second: Mr. Burleigh

Voice Vote – all in favor

Motion: Move to accept the bid of Carl's Tree Service in the amount of \$9,900 for tree removals in 2012 as recommended by the Tree & Shrub Committee.

Moved: Ms. Wood
Second: Mr. Tomasic

Bids received and opened by the committee at their meeting on November 9 as follows:

Bidder	Amount
Carl's Tree Service	\$ 9,900
Emery Tree Service	\$23,774
Ray's Tree Service	\$12,400
Doug Krusper Tree Service	\$17,800
B. J. Tree Service	\$17,960

Roll Call Vote:

Mr. Belmonte	yes
Mr. Burleigh	yes
Mr. Karas	yes
Mr. Tomasic	yes
Ms. Wood	yes
Mr. Porco	yes

General Report:

1. Committee members reviewed a draft calendar for council business and committee meetings in 2012.
2. The borough continues to seek volunteers for the 2019 Centennial Committee. Please contact the office if interested.

PLANNING & ZONING

Mr. Burleigh

General Report:

1. The committee is reviewing portions of the borough's 2003 comprehensive plan and the Municipalities Planning Code for comprehensive plan requirements in an effort to work with the planning commission on implementing further provisions in the plan in conjunction with their consultant, EPD.

2. The committee will review potential amendments to the borough's zoning ordinance recommended by the planning commission. The review will take place at its December meeting with an attorney from the solicitor's office present to assist.
3. Committee members discussed ongoing code enforcement issues with code officer Don Branzel.

Old Business:

None

New Business:

Ms. Wood discussed HB 1950 on gas and oil drilling noted above by President Porco. She noted she spoke to Rep. Paul Costa who is working on this with the house now. They have over 300 Amendments to there's HB 1950 was expected to go for a vote tomorrow. Could not speak what the amendments were specifically, so I do not know if this amendment includes taking that part out.

Ms. Wood asked for a motion that council opposed HB1950 by resolution. Mr. Karas seconded. Ms. Wood will email a resolution to Paul Costa.

She listed several items discussed during the election campaign:

Will there be a dog park?
Speeding on Brinton Road in Forest Hills & Braddock Hills.
Variances in Handicapped Parking.
Marcellus Shell issue.
Leaves are creating a hazard for walking.

Will speak to Mr. Morus regarding the appropriate committees on these items.

Mr. Porco noted some policy issues re: storage and dumping behind the recreation center.

Changing the lock on the chain – signature key controlled by one person.

Clean fill only, no pipes disposed of there

PW Crew member who checks the site periodically

Piles of stored material should be made smaller so that it is below the screening.

Public Comment – Other Items

At this time citizens may address council on any issue. Only residents and taxpayers of the Borough of Forest Hills will be permitted to address council. Speakers will be permitted to speak for a maximum of 5 minutes. Groups of people will be required to designate a spokesperson to represent them before council who may speak for a maximum of 10 minutes. 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. Please spell the name for the record.

Al Pasquarelli, Waste Management Coordinator – offered to answer any questions and noted that door hangers will be distributed at each residence.

Elizabeth Donohoe, 220 Overdale Road – HB 1950 should be voted down and wanted to thank Ms. Wood and Mr. Porco in regards to their efforts toward this.

Larry Sachs, 253 Sharon Drive – Control of nuisance animals, is there a definition? Raccoons, skunks. Questioned Trash contract, Mr. Porco clarified. Fill issue, what definition of clean fill is being used. Stone, dirt, slag, cinders.

Mary Kay Baum, 941 Ardmore Blvd. – She is an animal rescue person. The problem with trapping is a family pet can be trapped and the animal be trapped for a period of time. We should maintain our trashcans. Some people are feeding the raccoon.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Tomasic
Second: Mr. Karas

Voice Vote – all in favor

- Next Scheduled Council Meeting: December 21, 2011
- Next Scheduled Committee Meetings (order to be determined): Thursday, December 1, 2011 (Public Safety, Public Works, Borough Property, Operations &

Policy) and Tuesday, December 6, 2011 (Planning & Zoning, Finance, Committee of the Whole).

2012 Preliminary General Fund Budget Summary

This information is an estimate that may change before the final budget is approved on December 21. It will be advertised as the borough's preliminary budget for 2012. Council will continue to discuss the budget at the finance committee meeting on December 6 and may make further changes in the budget, taxes and fees. The meeting is open to the public (council may choose to reopen the budget in January).

Fee	2011	2012
Sewer Fee (per thousand gallons)	\$ 3.60	\$ 3.60 (est.)
Trash/Recycling (per unit)	\$196.00	Pending*
Millage rate	8.35	8.35**
Fire Protection Services Fee	None	\$45/22.50/90***
<p><i>Notes:</i></p> <p>* Seniors qualifying under the borough's ordinance (Act 77) for a property tax reduction will also qualify for a reduced trash fee pending contract approval.</p> <p>** Millage rate subject to change pending receipt of the borough's final 2012 total assessed value as determined by Allegheny County.</p> <p>*** Homeowner/Rental Unit/Business per year.</p>		

2012 General Fund Budget

2011	2012	% Change
\$5,872,025	\$5,787,975	1.4% decrease

2012 Preliminary Capital One Budget (revenues & expenditures)

Non Bond Issue Projects \$302,549 (increase of \$29,110)

2012 Preliminary Road Improvement Budget (revenues & expenditures)

Road Improvements \$324,500 (decrease of \$10,850)

2012 Preliminary Corrective Action/Capital Two Budget

Projects (revenues & expenditures) \$1,677,576 (increase of \$203,163)

2012 Preliminary Liquid Fuels Budget

Projects (revenues & expenditures) \$212,500 (increase of \$12,500)

Borough of Forest Hills					
2012 Budget Summary by Category					
	2011	2011	% of Total Revenues	2012	% of Total Revenues
<i>Revenues</i>	Budget	Actual to date	2011 Budget	Budget	2012 Budget
Taxes					
Real Property	2,558,688	2,481,599	43.57%	2,543,656	43.95%
Act 511	945,000	762,797	16.09%	949,000	16.40%
TOTAL TAXES	3,503,688	3,244,397	59.67%	3,492,656	60.34%
Licenses & Permits	33,750	25,000	0.57%	34,650	0.60%
Cable TV Franchise	91,500	138,165	1.56%	100,000	1.73%
Fees & Fines	57,800	39,785	0.98%	61,100	1.06%
Interest, Rents & Royalties	92,131	75,759	1.57%	93,600	1.62%
State					
Grants	38,000	34,111	0.65%	38,500	0.67%
Shared Revenue	106,200	183,937	1.81%	106,200	1.83%
TOTAL STATE	144,200	218,047	2.46%	144,700	2.50%
Local Government Grants (RAD)	165,000	165,009	2.81%	175,000	3.02%
Charges for Services	187,373	224,819	3.19%	196,477	3.39%
Reimbursements					
Public Safety	80,251	97,298	1.37%	85,817	1.48%
Public Works	48,486	41,556	0.83%	50,186	0.87%
TOTAL REIMBURSEMENTS	128,737	138,854	2.19%	136,003	2.35%
Sanitation	598,650	480,526	10.19%	542,552	9.37%
Recreation					
Pool	111,900	102,748	1.91%	108,300	1.87%
Programs	16,500	13,596	0.28%	15,500	0.27%
Tennis & Misc.	10,200	6,997	0.17%	8,100	0.14%
TOTAL RECREATION	138,600	123,342	2.36%	131,900	2.28%
Miscellaneous	730,596	568,228	12.44%	679,337	11.74%
TOTAL REVENUES	5,872,025	5,441,930	100.00%	5,787,975	100.00%

Borough of Forest Hills					
2012 Budget Summary by Category					
	2011	2011	% of Total Expenditures	2012	% of Total Expenditures
<i>Expenditures</i>	Budget	Actual to date	2011 Budget	Budget	2012 Budget
Borough Administration					
Legislative	19,318	15,597	0.33%	20,818	0.36%
Administration	638,075	637,123	10.87%	637,033	11.01%
Tax Collection	30,265	28,519	0.52%	31,315	0.54%
Legal Services	<u>77,000</u>	<u>134,274</u>	1.31%	<u>89,000</u>	1.54%
TOTAL ADMINISTRATION	764,658	815,513	13.02%	778,166	13.44%
Public Safety					
Police	1,599,991	1,321,971	27.25%	1,565,940	27.06%
Fire	119,400	131,074	2.03%	120,250	2.08%
Ambulance	9,789	9,926	0.17%	9,789	0.17%
Neighborhood Crime Resistance	2,150	4,450	0.04%	2,150	0.04%
Auxiliary Police	3,500	2,500	0.06%	5,000	0.09%
School Crossing Guards	<u>41,916</u>	<u>35,501</u>	0.71%	<u>36,634</u>	0.63%
TOTAL PUBLIC SAFETY	1,776,746	1,505,422	30.26%	1,739,763	30.06%
Planning & Zoning					
	42,826	59,757	0.73%	43,974	0.76%
Sewage/Sanitation					
Refuse Collection	464,088	420,198	7.90%	496,662	8.58%
Recycling Collection	<u>109,604</u>	<u>91,830</u>	1.87%	<u>2,000</u>	0.03%
TOTAL SEWAGE/SANITATION	573,692	512,027	9.77%	498,662	8.62%
Public Works/Maintenance					
Magistrate's Office Building	8,000	4,069	0%	9,100	0.16%
Building Maintenance	99,017	83,730	1.69%	101,254	1.75%
Public Works	716,892	564,190	12.21%	602,852	10.42%
Street Maintenance	92,080	66,650	1.57%	94,600	1.63%
Sewer Maintenance	<u>69,296</u>	<u>58,910</u>	1.18%	<u>68,151</u>	1.18%
TOTAL PUBLIC WORKS/MAINT.	985,285	777,548	16.78%	875,957	15.13%
Recreation					
Programming	10,579	6,317	0.18%	7,868	0.14%
Swimming Pool	131,218	149,418	2.23%	138,229	2.39%
Tennis	11,245	7,577	0.19%	11,407	0.20%
Parks	100,723	84,384	1.72%	100,110	1.73%
Recreation Center (Westinghouse)	<u>74,046</u>	<u>52,914</u>	1.26%	<u>71,364</u>	1.23%
TOTAL RECREATION	327,811	300,612	5.58%	328,978	5.68%
Tree Service					
	82,685	68,741	1.41%	81,685	1.41%
Senior Citizen Center					
	8,550	10,336	0.15%	8,550	0.15%
Debt Service - Capital Projects					
	905,153	897,152	15.41%	1,005,228	17.37%
Reserve for Capital Funds					
	359,850	352,750	6.13%	314,000	5.43%
Miscellaneous					
	44,769	43,418	0.76%	113,013	1.95%
TOTAL EXPENDITURES	5,872,025	5,343,276	100.00%	5,787,975	100.00%