
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. Erbdinger	Present	Janet Sullivan, Tax Collector	Present
Mr. Karas	Present	Steve Korbel, Solicitor	Present
Mr. Tomasic	Present	David Gilliland, Engineer	Present
Ms. Wood	Present	Steven Morus, Manager	Present

Bid Opening – Cleaning Contract Mr. Karas

Mr. Karas opened bids received

Moved by Mr. Tomasic and second by Mr. Karas to have the bids referred to the manager, solicitor and borough property committee for review with recommendation that the low bidder be awarded the bid.

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

BIDDER	AMOUNT (may bid on options A, B, C and/or D for 2012 and 2013; option A is similar to what we have now.)	No bond required
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Anago of Western PA	A. 1,980 B. no bid C. no bid D. no bid	
System 4	A. \$23,448 B. no bid C. no bid D. \$2,816	
Coverall of Pittsburgh	A. \$22,120 B. \$ 3,672 C. \$25,800 D. \$ 1,400	
Clean Net USA	A. \$31,560 B. \$2,790 C. \$34,350 D. \$ 800	

President's Report:

Mr. Porco

Mr. Porco noted the following:

- An executive session was held on October 6, 2011 to discuss personnel matters
- Halloween will be celebrated from 6 PM – 8 PM on Monday October 31

Resident Bella Enfield reported on the lemonade stand she operated in Forest Hills Park for a fund raiser for the epilepsy foundation. She noted that the stand operated for 8 Saturdays and they also received donations. \$563.26 was raised total. Mr. Porco thanked Ms. Enfield and commented on the seriousness of the disease. He also thanked council for supporting the effort.

He also reported on the hayride and thanked all those involved. Photos from the hayride were displayed. He estimated about \$1,200 people were there.

Mayor's Report:

Mayor O'Malley

The Mayor presented his monthly report of activities.

Tax Collector's Report:

Ms. Sullivan

Ms. Sullivan reported on collections for the past month.

Chief of Police Report:

Chief Williams

Chief Williams presented his monthly report of activities.

Fire Chief's Report:

Chief Theilacker

Rick Colella reported on fire department activities year to date and for the past month on behalf of the Chief.

Woodland Hills EMS Report:

Adam Knight

No report

Solicitor's Report:

Steve Korbel

Provided a memo on zoning ordinance changes recommended by the planning commission. He recommends that the planning and zoning committee review at their November meeting. It must also go to county planning for a 45 day review. It will likely not be considered until January at the earliest.

He also noted two litigation items for executive session following the meeting.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

Ms. Broz is away and no report was offered.

Public Comment – Agenda Items

Jim Busa, 471 Atlantic Ave – asked a question re: the survey on parking permits under public safety committee. Will this be allowed on every street? Mr. Busa would like to know the fee and which streets this could affect. Mr. Tomasic commented that there was a request from some residents on this issue and the committee decided that a survey would allow the committee to determine the level of interest before attempting making a specific change.

Elizabeth Donohoe, 220 Overdale Road – addressed council on the proposed ordinance re: banning gas drilling and noted reasons to support the ban.

Josh Zorich, 532 Atlantic Ave. – addressed council on the drilling ban ordinance in favor of the ban.

Jane Freund, 37 Bryn Mawr Road – addressed council in favor of the drilling ban ordinance.

Paul Caswell, Cherry Valley Road – applauded previous speakers on the drilling ban ordinance. Expressed concern about the signs placed on telephone poles that did not identify who were addressing the problem. Also asked that they be removed from the poles.

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Belmonte

Motion: Move to approve a change order in the sewer lining contract with Reynolds Inliner in the amount of \$44,500.00 to permit additional lining of 250 lineal feet of the Cherry Valley 24” storm sewer.

Moved: Mr. Belmonte
Second: Mr. Burleigh

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

Motion: Move to approve the Supplement to Sanitary Sewer Overflow Response Plan as drafted by the borough engineer and attached to this agenda.

Moved: Mr. Belmonte
Second: Mr. Karas

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

General Report:

1. The borough engineer submitted the following report to the committee:
 - Significant Deficiency Sewer Repairs – Liner Project

- Twelve of 36 sites have been completed under Phase I of this project.
- CD 37 Demolition
 - This project has been awarded. Work should begin within the next 30 to 45 days.
- Sewer Policy
 - We will be revising the proposed changes for discussion at the committee meeting.
- Pool Parking Drainage Problem
 - Trinity School has installed the recommended curbing in their parking lot. Inspections after recent rains indicate this appears to have corrected the problem at the pool parking lot.
- 302 Cascade
 - I have observed that the homeowner has followed through with their plan to eliminate the illegal driveway drain by closing in their garage and filling in the driveway.
- Paser Program
 - We will be updating the borough's Paser Program for street pavement evaluation in lieu of the recent paving project.
- Sewer Budget for 2012
 - My office is preparing cost estimates for your 2012 Budget related to the Corrective Action Plan for Sewers.

FINANCE COMMITTEE

Mr. Erbeldinger

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

General Fund Budget:	\$195,395.05
Capital Improvements Plan	\$ 2,535.70
Corrective Action Budget:	\$ 22,092.58
Liquid Fuels:	\$ 1,891.76
Pavement:	\$ 1,610.02

Moved: Mr. Erbeldinger
Second: Mr. Burleigh

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

Mr. Erbedinger	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)
Corrective Action Budget:	Sanitary sewer consent decree work and engineering
Liquid Fuels:	Traffic signals, hot patch
Pavement:	2011 paving program

Motion: Move to approve ordinance number 1015 implementing a Fire Protection Services Fee beginning in December 2011.

Moved:	Mr. Erbedinger
Second:	Mr. Burleigh

Ordinance title reads as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 7 OF THE FOREST HILLS BOROUGH CODE OF ORDINANCES, FIRE PREVENTION AND FIRE PROTECTION, TO ESTABLISH A FIRE PROTECTION SERVICES FEE AND TO REGULATE THE COLLECTION AND DISBURSEMENT OF THE FIRE PROTECTION SERVICES FEE.

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

General Report:

1. The committee will continue to review the 2012 budget at its meetings in November and 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 in late November and will also be available on the borough's website www.foresthillspa.org.

3. The committee reviewed the need for a tax anticipation note in 2012. It will be necessary to seek such a loan again as the borough will not have sufficient reserve funds to handle bills and payments prior to the issuance of real estate tax bills. Staff estimates that the amount of the loan will again be approximately \$500,000 pending a determination of the effect of the EIT change on tax receipts.
4. Mr. Tomasic is reviewing refinancing options for the borough's bond issue and will keep the committee apprised at future meetings.

BOROUGH PROPERTY

Mr. Karas

General Report:

1. Members discussed work that needs done in the rec center lodge re: heating/AC with Cliff Keough who handles much of our maintenance in that regard. If possible, we will attempt to use grant funds to resolve some of the problems with the steam heat there. Mr. Keough also suggests hiring a consultant to perform an energy audit in each building to make recommendations on improvements that might save money.
2. The Committee reviewed the following report from the borough engineer:
 - Municipal Building Roof
 - The shingle roof has been completed. Likar will be starting the flat roof within the next two weeks. They will be taking the fence down.
 - DCNR Grant (formerly Bright Park Project)
 - We are in the process of preparing a revised scope and cost estimate for this project. The project will also require a DEP Permit for stream encroachment which is at no cost unless the PA Historic Review or the Penna. National Diversity Inventory Review show any concerns. If so, it will change the type of permit we need which would result in a significant permit fee.

Mr. Karas thanked the engineer, Jamie Glasser and Steve Morus for their work on this issue.

3. Committee members discussed the cleaning service used at the rec center with Cindy Simm and determined that the borough should continue with the current company.

PUBLIC SAFETY

Mr. Tomasic

Motion: Move to approve the continuation of an agreement with Hoffman Kennels for animal control services in the borough.

Moved: Mr. Tomasic
Second: Ms. Wood

Note: The agreement maintains the same base fee as 2010 and 2011: base fee of \$155/month; Emergency and after hours call outs of \$55.

Voice Vote – all in favor

Motion: Move to approve ordinance number 1016 creating a no parking zone on the west side of Braddock Road between Ardmore and Brinton.

Moved: Mr. Tomasic
Second: Mr. Burleigh

Ordinance title reads as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15, PART 4, OF THE FOREST HILLS BOROUGH CODE OF ORDINANCES, MOTOR VEHICLES AND TRAFFIC, AS AMENDED, TO PROHIBIT PARKING ON THE WEST SIDE OF BRADDOCK ROAD BETWEEN ARDMORE BOULEVARD AND BRINTON ROAD.

Roll Call Vote:

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

Motion: Move to approve updated Police policies including, In car video system, Property/Evidence and Performance evaluations and remove previous policies from the Police policy and procedure manual.

Moved: Mr. Tomasic
Second: Mr. Karas

Chief Williams summarized the changes for council.

Voice Vote – all in favor

General Report:

1. Members asked that a survey be conducted via the next issue of the Tree City Times to determine if residents are in favor of purchasing parking permits that would allow overnight parking on borough streets.
2. The committee asked the manager to draft a policy for their review on permitting overnight work in the borough during instances such as PennDOT's recent resurfacing of the eastbound side of Route 30. 58:42

Mr. Tomasic noted that though council denied the request early in the year it was willing to meet with PennDOT to discuss potentially changing that. They did not show up for the meeting.

Mr. Porco noted how paving projects had been done in the past and discussed the curb reveal and the reason for such a reveal. He noted that we need to ensure that someone is hired to monitor this work or that there is enough money budgeted to supervise the work. He also sympathized with the business owners who had a problem with the daytime work. Mr. Tomasic noted that we may want to include in the policy having someone to observe the work and make sure it is handled properly.

3. Mr. Karas asked that the Chief review a citizen request for the placement of a street light on Glasgow Road.

OPERATIONS & POLICY

Ms. Wood

Motion: Move to approve the minutes from the September 21, 2011 council meeting.

Moved: Ms. Wood
Second: Mr. Karas

Voice Vote – all in favor

Motion: Move to approve an ordinance banning the commercial extraction of or exploration for natural gas within the Borough.

Moved: Ms. Wood
Second: Mr. Erbedinger

Ordinance title reads as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, BANNING THE EXTRACTION OF AND/OR EXPLORATION FOR NATURAL GAS WITHIN THE BOROUGH OF FOREST HILLS

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

Motion: Move to reject all bids received in response to the Borough's request for municipal solid waste collection and recyclable material collection and processing services and to authorize the Solicitor to re-advertise to seek new bids to be opened on or before November 3, 2011.

Moved: Ms. Wood
Second: Mr. Tomasic

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

General Report:

1. Committee members will review proposals for pool membership and costs with the Recreation Board at its November meeting.
2. The borough continues to seek volunteers for the 2019 Centennial Committee. Please contact the office if interested.
3. 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) or by contacting the borough manager.

4. As they do every year, Tree and Shrub Committee is advertising for bids for 2012 removals to be received by November 9, 2011. They will open bids at their meeting and recommend to council that the bid be awarded to the lowest responsible bidder probably at the November (or December) business meeting.

PLANNING & ZONING

Mr. Burleigh

General Report:

1. The committee is reviewing portions of the borough's 2003 comprehensive plan and asks the planning commission for recommendations on implementing further provisions in the plan in conjunction with their consultant, EPD.
2. Members also ask the planning commission for recommendations on residents who may be willing to serve on the planning commission. Borough council hopes to fill several vacancies on that board as soon as possible and invites interested residents to apply.
3. The solicitor noted that the planning commission will have several recommendations for amending the zoning ordinance to present to council in the next few months.
4. Rob Wagner of Cost Corp. addressed the committee on suggested changes to the zoning ordinance re: day care center specifications.
5. The committee along with the solicitor is reviewing alternatives for sidewalk requirements in the borough. The solicitor suggests that members outline specifics on how a change in borough policy regarding sidewalks would look. Meanwhile, the solicitor will view other communities to provide a comparison.

Old Business:

None

New Business:

Tree City Times – Printing Services

Ms. Wood

Ms. Wood presented the quotes available and noted that this would be brought before the ops and policy committee to review. She suggests changing the newsletter to all black and white.

Mr. Porco – noted that council has begun forecasting for next fiscal year’s budget. It is an open process and is discussed during finance committee meetings through the end of the year.

Ms. Wood noted that the Tree City Times discussion was one of the reasons why she looked at the budget. She asked that people take advantage of electronic delivery of the newsletter.

Mr. Porco – noted that strategic planning will be revisited once the budget process is concluded at the beginning of the year.

Public Comment – Other Items

Josh Zorich, 532 Atlantic Ave. – asked about the electronic version of the Tree City Times.

Elizabeth Donahoe, 220 Overdale Road – thanked council for their vote on the ordinance

Jane Freund, Bryn Mawr Road – followed up on the Tree City Times comments and asked if it could just be all sent via email.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Tomasic
Second: Mr. Karas

Voice Vote – all in favor

- Next Scheduled Council Meeting: November 16, 2011
- Next Scheduled Committee Meetings (order to be determined): Tuesday, November 1, 2011 (Public Safety, Public Works, Borough Property, Operations & Policy) and Thursday, November 3, 2011 (Planning & Zoning, Finance, Committee of the Whole).

SANITARY SEWER SYSTEM

SUPPLEMENT TO SANITARY SEWER OVERFLOW RESPONSE PLAN

This document is prepared as a Supplement to the Policies and Procedures included in the Borough of Forest Hills Sanitary Sewer System Operation and Maintenance Manual as mandated and approved by the Allegheny County Health Department (ACHD) in accordance with the Administrative Consent Order (ACO), specifically Exhibit A-Sanitary Sewer Overflow Response Plan. This Supplement is intended to provide direction to the Borough Staff relative to the investigation of reported sanitary sewage surcharge conditions at private properties within the borough.

The following procedures should be implemented upon formal receipt of a complaint and notification of sanitary sewage backup within a private property:

1. Prepare a written Complaint Form duly logging all pertinent information, including, but not limited to the name, address, telephone, date and time and specific location of surcharge conditions within the private property identified. Note that the O & M Manual has the required Complaint Form.
Review all available files and data bases for history of the area and specific site, including, but not limited to:
 - A. Previous complaints.
 - B. Dye Test Reports.
 - C. CCTV Reports.
 - D. System Repairs/Improvements completed.
2. Perform an initial field investigation and cursory field review of the municipal sewer system for existing conditions, investigating, at minimum, observed flow conditions in both the upstream and downstream manholes of the affected property. Color photographs should be taken of all pertinent existing conditions. The field investigation should also include municipal storm sewer facilities, including, but not limited to: storm inlets, catch basins, pavement and curbs and wet weather flow patterns.
3. Contact the affected property owner and obtain available and pertinent details relative to the current and past surcharge conditions.
4. If the initial field investigation is inconclusive, or questionable as to the exact cause of the surcharge, the following procedures may be considered by the borough:
 - A. Obtain permission from the affected property owner(s) to perform dye testing of all associated facilities, including, but not limited to:
 - a. Roof Conductors and Downspouts
 - b. Area Drains
 - c. Any suspect unidentifiable pipes
 - d. Any other miscellaneous suspect areas
 - e. Service Lateral from the building to the municipal sewer
 - f. Any adjacent area that topographically may contribute flow

Any private property dye test violations should be immediately referred to the Code Enforcement Department for Ordinance enforcement.

- B. Install Flow Monitoring Device(s) at selected locations upstream and downstream of the surcharged area for a period of not less than one month and to include not less than one storm event consisting of a minimum one-inch rainfall. Monitoring should be performed in accordance with the 3RWW Protocols for Quality Assurance/Quality Control (QA/QC) and should include interpolation with the Calibrated Rainfall Data compiled and available through 3RWW.
5. Upon completion of all procedures aforementioned, develop a detailed written report of findings and conclusions and provide copies to all affected and pertinent parties.
6. If it is conclusively determined that the problem is being caused by conditions within the municipal sanitary sewer, develop and implement a corrective action plan.
7. If it is determined that the problem is not being caused by conditions within the municipal sanitary sewer system, provide notification to the affected property owner(s).
8. If it is determined that the problem may be caused by conditions between private property owners, such should be documented, referred to all affected property owners, and if appropriate, referred to the Code Enforcement Department.
9. Provide the required written Sanitary Sewer Overflow Facsimile Reporting Form to ACHD.

NOTE WELL that should ANY property owner deny permission to enter onto private property for the aforementioned purposes, written documentation of same should be included in both the detailed report and the ACHD Sanitary Sewer Overflow Facsimile Reporting Form.