

## AGENDA

Call to Order: Mr. Erbeldinger

Pledge of Allegiance: Mayor Porco

Roll Call:

Mr. Burleigh - Present	Mr. Erbeldinger - Present
Ms. DeMarco – Present	Mayor Porco - Present
Mr. Kiley – Present	Janet Sullivan, Tax Collector – Present
Mr. Lawrence – Present	Stephen Korbel, Solicitor – Present
Ms. Sowiski – Present	David Gilliland, Engineer – Present
Mr. Tomasic - Present	Steven Morus, Manager - Present

President's Report: Mr. Erbeldinger

Note that an executive session was held following the August 9 committee meetings to discuss litigation and collective bargaining issues. We also had an executive session prior to tonight's meeting and will have another one on similar issues.

Mayor's Report: Mayor Porco

National Night in in August was the best. Very-well attended. Added several more block parties this year.

Mayor Porco congratulated the Forest Hills Swim Team and Synchronized Swim Team for pulling off the season even though they did not have a home pool to swim in and practice in.

He also thanked the Woodland Hills School District for allowing us the use of their pool.

Thanks to the Swim Team Coaches – Sara Kennedy, Katie Bunyan and Katie Fisher – and our Synchronized Swim Team Coach – Annamarie Rodrigues.

The Hay Ride is scheduled for Saturday, October 15, 2016, at the Westinghouse Recreation Center. He is looking for volunteers.

Tax Collector's Report: Ms. Sullivan

Ms. Sullivan presented a year-to-date report.

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Mr. Tomasic asked how many appeals are left. Ms. Sullivan stated she is still receiving Change Orders so the appeals are not finished yet.

Chief of Police Report:

Chief Williams

National Night Out was a success.

Aggressive Driver Program, funded by the State, is in effect immediately.

School is starting soon and we need to be aware of the kids and school busses.

Fire Chief's Report:

Chief Theilacker

No report.

Woodland Hills EMS Report:

Chief Mastandrea

No report.

Solicitor's Report:

Mr. Korbel

Borough received conditional use application by Kossman Development to install indoor storage units at the building located at 2020 Ardmore Boulevard – that's the building that is adjacent to Drew's Restaurant. That is tentatively scheduled to come before this council at the September business meeting.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

There were 102 water main breaks throughout the system. Seven of those were in Forest Hills.

Lead testing will continue throughout the month.

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:

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**PUBLIC WORKS COMMITTEE**

Ms. Sowiski

*General Report:*

1. The borough engineer submitted the following report to the committee:

Public Works Committee

A. Avenue F/Barclay Sewer Project

Work is nearing completion. The only work remaining is restoration of surfaces.

B. Additional 2016 Sewer Work

We are in design phase for a storm pipe extension in the creek along Watt Lane walking trail and the replacement of an access manhole at the Ashley Court Stormwater Retention structure. The Watt Lane project requires a DEP Stream Enclosure Permit which is expected to take 6-9 months to receive.

C. 2016 Street Paving

This project will be underway within the next 2-3 weeks. Change order required for the paving at AVE F project. (Handled at special meeting on August 9, 2016)

D. Koch Park Sewer

Creative Enterprises will be doing the sewer repair project behind 493 Atlantic the week of August 8, 2016.

E. CD 42 Demolition

The County has approved a grant in the amount of \$8,405 for the demolition of 109 Berkley Avenue. This work will likely not occur until 2017.

2. The committee reviewed the following update from 3 Rivers Wet Weather on sanitary/stormwater issues:



**August 2016 Update:**

As you may know, the Source Flow Reduction and Flow Target Subcommittee has been meeting monthly since June 2015 to develop goals, implementation strategies and flow targets to reduce groundwater infiltration and stormwater inflow.

A schedule which captures some of the key activities and requirements for municipalities to comply with the current municipal consent orders including a demonstration project by August 2017 and Source Reduction Study by December 2017 [is available from 3RWW]. It also includes ALCOSAN's responsibility to develop flow targets for each customer municipality by January 2017. [Y]ou will find municipal responsibilities and opportunities to review and comment on the development of flow targets. As municipalities develop their budgets for next year, they should consider what funding will be required for source reduction projects.

These flow targets are being developed in a collaborative process between ALCOSAN and the Source Flow Reduction and Flow Target Subcommittee, and I encourage you to

review and provide comments on draft flow targets and the summary report, which will be distributed to you as they are developed.

3. The foreman reported on tentative work planned for August (other than normal maintenance work and Chalfant work and depending on weather):
  - Swimming pool deck/sewer/electrical repair
  - Clean and televise sanitary sewer – various locations
  - Replace various signs
  - Patch potholes with hot patch
  - Repair storm sewer pipe – Washington Rd. walkway
  - Street Sweeping
  - Install merry-go-round in Main Park
  - Line painting
4. The committee as well as all other committees continue to review potential projects for the 2017 Capital Improvements Plan. Committee recommendations will go to the finance committee following September committee meetings for review.
5. The manager noted that the borough is awaiting final paperwork from the state for a grant from DEP for the partial cost of a new high lift and for the leaf grinding program. The grant totals \$75,951.
6. In Committee of the Whole, members asked the solicitor to review with the engineer a proposal for an ordinance requiring utilities to conduct full width restoration on any street they must excavate in part for repairs, etc.

## FINANCE COMMITTEE

Ms. DeMarco

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

General Fund Budget:	\$ 179,937.88
Corrective Action Budget:	\$ 140,723.44
Fire Protection fee	\$ 2,532.11
Budget Reserve	\$ 1,344.12
Bond Issue – new bldg.	\$ 62,470.00
Road Improvement	\$ 4,102.31
Liquid Fuels	\$ 21,653.60

Moved: Ms. DeMarco  
Second: Mr. Tomasic

Roll Call Vote: Mr. Burleigh Yes  
Ms. DeMarco Yes

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Mr. Kiley	Yes
Mr. Lawrence	Yes
Ms. Sowiski	Yes
Mr. Tomasic	Yes
Mr. Erbedinger	Yes

Detail of Non-General Fund Items:

Corrective Action Budget:	Engineering, supplies, maintenance, refunds
Fire:	Utilities, Workman's Comp.
Budget Reserve:	Pool materials & engineering
Bond Issue:	Architect fees
Road Improvement	Patching materials
Liquid Fuels	Salt

*General Report:*

1. Committee members reviewed the contents of the monthly cash flow report.
2. The chair reported on comparison costs for funding solar panels for the new building and discussed opinions on the best time to begin planning for this.
3. The manager noted that the 2017 Capital Improvements Plan preparation is ongoing and 2017 Budget preparation has begun. Future finance committee meetings will review both budgets and meetings are open to the public.
4. The chair noted attendance at a meeting held by the Turtle Creek Valley COG re: changes to CDBG funding and the borough's eligibility for funding.

**BOROUGH PROPERTY**

Mr. Kiley

**Motion:** Move to appoint Laura Budde of Geisler Drive to fill a vacancy on the recreation board with term to expire on Feb. 29, 2020.

Moved: Mr. Kiley  
Second: Ms. DeMarco

Roll Call Vote:	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Mr. Lawrence	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

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*General Report:*

1. The Committee reviewed the following report from the borough engineer:

Mr. Gilliland reported on the status of the pool repairs. We already knew about a problem with the sewers would drain slow and need cleaned out each year due to roots. However, when Public Works tried to inspect it with a camera, we were unable to get in because at one end there is a trap and at the other end there is a Y which is where the cleanout is. We'd like to install a manhole near the plastic building storage shed and we'd like to do this now while the pool is still down and we already have a pathway worn through the grass because of construction. Once we get it inspected, we will probably get a recommendation to replace that sewer lateral but in the meantime we need the manhole to find out what the problem actually is. We've received two quotes. One is from the same contractor that conducts sewer repairs for the streets, Kirby Construction at \$4,300 and Creative Enterprises at \$4,500.

Both Mr. Tomasic and Mr. Erbeldinger asked to be updated on the progress of the pool repairs. Mr. Gilliland stated the scum gutter is installed. They have to fill in the concrete behind and around the gutter. They have already returned the supply and return piping. They are preparing to install the liner and the drain line which was approved at COW with change order. We are still looking at the end of August at least for the completion of the project.

Mr. Erbeldinger asked how the electrical work was going.

Public works is working on the electrical line. They found a severed line when they replaced the drain lines. Public works was cutting around the pool and they cut through a conduit.

Mr. Morus will inspect the pool when he returns from vacation.

Mr. Erbeldinger asked if there are any updates on the dog park. Mr. Gilliland said he is in contact with them and they are going to attend the September committee meeting. Mr. Erbeldinger asked if Mr. Gilliland would have plans to show to Council. Mr. Gilliland said he will have plans by the general meeting.

Mr. Kiley said the borough hired Volpatt as the General Contractor for the new borough building.

Mr. Morus said he sent emails to Mr. Erbeldinger and Volpatt to get a contract together and get it signed.

Borough Property

A. Swimming Pool

The new scum gutter has been installed. The contractor will now finish the replacement of the supply and return pipes and the lining of the drain line. Insight Pipe which had initially quoted \$22,000 for the lining of the drain pipe has backed out of that agreement saying they do not think they could do the work. We have located another company called Mr. Rehab, Inc. from Mechanicsburg, PA that can do this specialized work. Their quote is

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\$25,997.00. I am recommending this amount be added to the Ecolo-Pack contract so that the project can be completed. (Change order vote on 8/9/16)

B. Fire Hall Sewers

Lawson Excavating will begin this project on or about August 15, 2016.

C. Koch Park/Dog Park Project

Once the County issues the grant agreements, this project can be advertised for bid. TCVCOG is anticipating this will come through this fall. In the meantime, we have begun design and preparation of the bid specifications. As requested, I obtained a quote to add a security/entry system to the dog park similar to the system in place at the tennis courts. Installation of equipment would cost \$2,600. Keycards would be \$3.50 each OR Fobs would be \$4.50 each.

2. The manager noted that information on pool repairs is being distributed via the borough's twitter account (@ForestHillsBoro) and YouTube.
3. Staff and the engineer continue to investigate ingress and egress access to the tennis courts at the pool recreation area.
4. In Committee of the Whole, foreman Jim Theilacker reported on electrical work at the pool that the crew is addressing in preparation for eventual concrete repairs.
5. At a special meeting on Tuesday, August 9, council approved the hire of Volpatt Construction as Construction Manager for the new borough building.

**PUBLIC SAFETY**

Mr. Tomasic

*General Report:*

1. The committee continued to discuss various suggestions for a traffic calming/road safety program in the borough.
2. Members continue to investigate the use of the fire siren/whistle after receiving several complaints from residents concerning its volume.
3. Members continued the discussion about the formal relationship with the Woodland Hills EMS and related costs.
4. The committee noted that the Chief is authorized to secure additional body cameras using funds specified in the 2016 Capital Improvements Plan. The Chief is also authorized to secure GPS units for the police cars based on the transfer of funds approved at last month's meeting.
5. Members noted that a second garage door as well as other maintenance should be considered for the VFD building rather than using funds to reimburse certain bills submitted by the department.

**OPERATIONS & POLICY**

Mr. Lawrence

**Motion:** Move to approve the minutes from the July 20, 2016 council meeting.

Moved: Mr. Lawrence  
Second: Ms. DeMarco

<b>Voice Vote</b>	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Mr. Lawrence	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

**Motion:** Move to authorize the solicitor to prepare and advertise bid specs for a new trash/recycling contract.

Moved: Mr. Lawrence  
Second: Ms. DeMarco

Looking at the cardboard recycling issue – biweekly versus weekly – asking for options on the size of recycle containers.

<b>Voice Vote</b>	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Mr. Lawrence	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

*General Report:*

1. The borough continues to seek volunteers for the 2019 Centennial Committee. A separate committee is important for planning, organization and fund raising purposes. Please contact the office if interested. The centennial celebration tentatively will coincide with the 2019 Community Day event.
2. The borough continues to seek volunteers to serve on various boards and committees and asks interested residents to contact the manager at the

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borough office for further information. A number of vacancies remain including several on the Environmental Advisory Council.

3. The committee continues to review a mock up website created with the assistance of Angelo Baiocchi, co-webmaster, which will improve the look and use. Members are asked to provide comments to the manager as soon as possible.
4. Members reviewed council policy on parliamentary procedure and public meeting rules.
5. In Committee of the Whole, members agreed with President Erbedinger that the manager should serve as the borough's delegate to the PA Municipal League conference in October.
6. In Committee of the Whole, members agreed with the suggestion of Treasurer Wendy Archer to use funds earmarked for wellness programs by Municipal Benefits Services to provide gift cards as an incentive for employees and spouses to participate in these activities. The borough receives credits to the wellness funds for each employee and spouse that participates that greatly exceed the cost of gift cards. In addition, the wellness funds available are not permitted to be used for anything other than programs like these.
7. In Committee of the Whole, members discussed with the foreman the proposal from Woodland Hills School District to place banners promoting the district in various locations in its member communities. It is expected that this work would be handled by the district.

## **PLANNING & ZONING**

Mr. Burleigh

### *General Report:*

1. Members were updated on activities by code officer Don Branzel.
2. The committee discussed complaints received re: an abandoned property on Roxbury with the solicitor and code officer.

Old Business: None

New Business:

## **BOROUGH PROPERTY**

Mr. Kiley

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**Motion:** Move to authorize the engineer to get 3 quotes to install a manhole on the pool lodge sewer lateral to facilitate inspection of the lateral.

Moved: Mr. Kiley  
Second: Mr. Tomasic

Roll Call Vote: Mr. Burleigh Yes  
Ms. DeMarco Yes  
Mr. Kiley Yes  
Mr. Lawrence Yes  
Ms. Sowiski Yes  
Mr. Tomasic Yes  
Mr. Erbedinger Yes

**Motion:** Motion to award the Pool Lodge Sewer Lateral Manhole Installation Project to JL Urban Construction for \$4,300.00

Moved: Ms. Sowiski  
Ms. DeMarco

Roll Call Vote: Mr. Burleigh Yes  
Ms. DeMarco Yes  
Mr. Kiley Yes  
Mr. Lawrence Yes  
Ms. Sowiski Yes  
Mr. Tomasic Yes  
Mr. Erbedinger Yes

**Motion:** Motion to award the emergency sewer repair on Glasgow and Filmore to JL Urban Construction for \$8,800.

Moved: Ms. Sowiski  
Ms. DeMarco

Roll Call Vote: Mr. Burleigh Yes  
Ms. DeMarco Yes  
Mr. Kiley Yes  
Mr. Lawrence Yes  
Ms. Sowiski Yes  
Mr. Tomasic Yes  
Mr. Erbedinger Yes

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Carol Orient of 133 Sumner Avenue asked permission to post Kopy Kat Sanctuary signs for a spaghetti dinner fundraiser. Dinner is at Olympia Hall in East Pittsburgh. The dinner is October 8 and they would like to post signs two weeks prior. Ms. Orient will complete the sign application.

Linda Hawk of 99 Center Street. Her duplex is the only residence on Center that is in Forest Hills. All others are in Braddock Hills. Sometimes her recycling is not picked up so she puts it out and brings it back. Recycle is picked up on Wednesday and garbage is picked up on Thursday. Wants financial relief from recycling. She doesn't think it's fair that she pay for recycling because she is not recycling.

Mr. Erbedinger stated she could not get a reduced refuse rate if she decided not to recycle. He suggested she continue to work with Ms. Kathy Keating, Borough Administrative Assistant, and Waste Management to resolve this issue.

Mr. Tomasic suggested she call the Borough Office immediately if her trash/recycling is not picked up and someone from the borough would get it.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Kiley  
Second: Mr. Burleigh

<b>Voice Vote</b>	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Mr. Lawrence	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

- Next Scheduled Council Meeting: September 21, 2016 beginning at 7 PM
- Next Scheduled Committee Meetings (order may be adjusted): Thursday, September 1, 2016: Borough Property, Public Works, Operations and Policy, Public Safety. Tuesday, September 6, 2016: Committee of the Whole, Finance, Planning and Zoning. Council may choose to meet as a whole and conduct business if necessary on either or both dates. Meetings begin at 7 PM.

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- **Note on Meetings:** As needs arise re: the new borough building and related issues and contracts, council business and committee meeting dates may change and/or committee meetings may include special business meetings where actions may be approved. Some changes or additions including stand alone special meeting dates could be made with very short notice (though they will be properly advertised).