

Call to Order:

Mr. Erbeldinger

Pledge of Allegiance:

Mayor Porco

Roll Call:

Mr. Burleigh - Present
Ms. DeMarco – Present
Mr. Kiley – Absent
Mr. Lawrence – Present
Ms. Sowiski - Present
Mr. Tomasic - Present

Mr. Erbeldinger - Present
Mayor Porco - Present
Janet Sullivan, Tax Collector - Absent
Stephen Korbel, Solicitor – Present
David Gilliland, Engineer – Present
Steven Morus, Manager - Present

President's Report:

Mr. Erbeldinger

Mr. Erbeldinger reported on the Community Day activities and thanked all who helped.

He noted that Action Housing has received a grant for renovations at EPI. It is not official yet and it will take at least a year before anything will happen there.

Mayor's Report:

Mayor Porco

Mayor Porco discussed Community Day activities including distributing trophies to biathlon winners. He thanked the Civic Association for their work and described the range of activities there.

He discussed several national incidents that have plagued the U.S., especially involving the nation's police officers. He encouraged people to respect one another and that every life in this country is precious and to also understand that the people who put on a badge every day, put on their utility belts and come to work are here to help people, first and foremost.

Tuesday, August 2, is our annual Night Out which is a community event that is held nationwide every year. It is a very popular event in Forest Hills and is meant as a community building event between Forest Hills Borough and our police officers.

Tax Collector's Report:

Ms. Sullivan

No report

Chief of Police Report:

Chief Williams

Chief Williams reported on activities and commented on Mayor Porco's comments on appreciating the police.

He noted the traffic enforcement program in the borough; 56 traffic details were conducted.

The Chief noted that there have been changes in how they patrol to improve operations.

The Mayor recognized a golf fund raiser that was held outside the borough that raised funds for our Canine program. Officer Armstrong and Marty Welsh, the fund raiser, described what was done and how much was raised. \$1,847 was raised and Mr. Welsh presented those checks to Officer Armstrong and Loki.

Mr. Erbedinger commented on the Canine unit and that the borough is committed to the program. Officer Armstrong thanked council and noted that Mr. Welsh does this for all Canine programs. They discussed timing for securing a dog to replace Loki who is nearing retirement age.

Fire Chief's Report:

Chief Theilacker

No report

Woodland Hills EMS Report:

Chief Mastandrea

No report

Solicitor's Report:

Mr. Korbel

Mr. Korbel noted that council held executive sessions on July 5 and 12 to discuss personnel matters and legal issues with the solicitor. Noted that one will be held following tonight's meeting as well for legal issues.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

Ms. Broz reported on repairs and authority activities. They have started lead testing.

Forest Hills RE LLC – Borough Building/Magistrate Property

Edward Jayton and Anthony Braun from Pitt RE LLC spoke briefly on the 2071 Ardmore Boulevard property. Hartland Restaurant group is the Dunkin Donuts franchisee for the Pittsburgh market. They are looking at three possibilities for use of the property:

1. Build Dunkin Donuts where the magistrate's office was
2. Build strip mall with Dunkin Donuts on one end and the rest as retail property
3. Two free standing retail buildings

They are prepared to start the Dunkin Donuts immediately. The only thing in the way of our opening a Dunkin Donuts is procuring the necessary approvals from the city, county and ultimately PennDOT. They are going to do everything they can to avoid PennDOT but ultimately they may have jurisdiction.

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

Ms. Sowiski

Motion: Move to approve a new snow and ice agreement with Allegheny County for the following roads: Braddock from Ardmore to Brinton; Yost from Ardmore to the Braddock Hills line.

Moved: Ms. Sowiski
Second: Mr. Burleigh

Agreement for comparison:

OLD AGREEMENT - YEARS	DOLLARS	NEW AGREEMENT - YEARS	DOLLARS
2013-2014	\$1,101.63	2016-2017	\$1,549.09
2014-2015	\$1,134.69	2017-2018	\$1,595.56
2015-2016	\$1,168.73	2018-2019	\$1,643.42

Mr. Erbeldinger yes

General Report:

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

Public Works Committee

A. Sewer Work near new Municipal Building Site

Work is in progress. We have discovered that the storm pipe on Avenue F (which was not TV inspected previously) is in bad condition. We are currently seeking quotes to replace the pipe by "pipe bursting". Steve Morus has also requested changes at the location where the new building's lateral will enter the main (relates to laying conduit for future needs should we dig a street near borough property). We are seeking quotes on that work also. Note that this work is not related to the new site but would be required for the line regardless of that construction.

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. CD 41 Demolition

Demolition of 16 Kenmore Ave. is complete except for final grading and seeding. We will receive a grant next year for demolition of a house on Berkley as well

D. 2016 Street Paving

This project will be underway within the next 3-4 weeks.

- E. Koch Park Sewer A problem has been discovered where the roots of borough trees in Koch Park were clogging the lateral of a house at 493 Atlantic Avenue. Jim Theilacker has had the trees removed and we have a quote from Creative Enterprises to remove the stumps and repair 10 feet of the lateral at a cost of \$6,500. This price is fair and reasonable and we recommend the committee and Council approve same.

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



July 2016 Update:

As you are aware, 3 Rivers Wet Weather has organized and coordinated a variety of working groups and subcommittees to assist municipalities as wet weather issues and consent orders have evolved over time. This will give you a quick overview of our current and/or new committees so that municipalities can actively participate in these groups.

Consent Order Working Group: This is a newly formed technically focused working group that will address the compliance requirements in the Phase I municipal consent orders including siting, designing and implementing source reduction technologies and developing a standard template for the Source Reduction Study, due in December 2017. This will also be a forum for communities to share their successes, problems, and questions related to consent order compliance.

Members: Municipal engineers

Meeting Frequency: Monthly

3WG (Wet Weather Working Group): Focuses on the wet weather planning process.

- Members: municipal managers, elected officials, ALCOSAN and other stakeholders
- Meeting frequency: As needed (every two or three months)

Source Reduction and Flow Target Subcommittee: Subcommittee of 3WG, which focuses on developing goals and implementation strategies to reduce groundwater infiltration and stormwater inflow and establish flow targets that are technically feasible and cost-effective.

Members: Municipal engineers and ALCOSAN

Meeting Frequency: Monthly (soon to be meeting twice monthly)

3 Rivers strives to fulfill its mission of helping ALCOSAN municipalities address the region's wet weather issues.

3. The foreman reported on tentative work planned for July (other than normal maintenance work and Chalfant work and depending on weather):

- Swimming pool deck/sewer repair
- Clean and televise sanitary sewer – various locations
- Replace various signs
- Patch potholes with hot patch
- Cut and chip tree limbs – various alleys, parks & chipping program
- Rebuild curbs (Filmore Road islands) for paving program
- Street Sweeping
- Install merry-go-round in Main Park
- Tearing down – Community Day at Park
- Line painting starts – here and Chalfant

4. The manager reviewed highlights from the ALCOSAN Grow program, which seeks to provide matching grants to communities for storm water and groundwater reduction projects. The engineer will review to determine if our in-progress or planned projects meet the criteria.

5. The manager reported on a meeting he attended with 3 Rivers Wet Weather and ALCOSAN that covered consent order deadlines, the regionalization of trunk lines and lateral testing and inspection programs. While the borough doesn't

have the lateral testing program in place now he reported that it will likely be a requirement in the next few years with costs borne by the property owner, though he was uncertain of the format.

6. The manager noted that he and the foreman were successful in receiving a grant from DEP for the partial cost of a new highlift and for the leaf grinding program. The grant totals \$75,951.

FINANCE COMMITTEE

Ms. DeMarco

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

General Fund Budget:	\$ 195,020.70
Corrective Action Budget:	\$ 244,520.55
Fire Protection fee	\$ 22,429.33
Budget Reserve	\$ 21,169.66
Bond Issue – new bldg.	\$ 23,943.20
Road Improvement	\$ 673.85
Capital Improvements Plan	\$ 11,436.62

Moved: Ms. DeMarco

Second: Mr. Tomasic

Roll Call Vote:	Mr. Burleigh	yes
	Ms. DeMarco	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, ALCOSAN bills
Fire:	Utilities, new garage door
Budget Reserve:	pool repairs
Bond Issue:	Architect fees – new building
Road Improvement	Paving supplies

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

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3. The manager noted that the 2017 Capital Improvements Plan preparation is ongoing. Submissions were presented to each committee with the finance committee reviewing recommendations in the fall. He reported that a preliminary estimate showed that projects for 2017 alone cost an estimated \$442,438.

BOROUGH PROPERTY

Ms. Sowiski

Motion: Move to authorize the engineer to begin design work and preparation of bid specifications for the work at Koch Park and the Dog Park.

Moved: Ms. Sowiski
Second: Mr. Lawrence

Voice Vote:	Mr. Burleigh	yes
	Ms. DeMarco	yes
	Mr. Lawrence	yes
	Ms. Sowiski	yes
	Mr. Tomasic	yes
	Mr. Erbedinger	yes

Pfaffmann & Associates Architects – New Borough Building Questions

Mr. Pfaffmann reported on the status of the building. Mr. Morus said he had some questions he would like to ask Mr. Pfaffmann.

Mr. Pfaffmann said construction management process is underway and they had walk-throughs with the contractors on Thursday or Friday. There were about a half dozen interested parties. They are scheduled to receive the proposals on Friday, July 29, at 11:00 a.m. and they will want to work with the borough to develop a selection process for interviews the first week of August. They are still waiting on permits on civil engineering issues which they should have by the end of August. Everything should converge together nicely with the hiring of the contractor and getting our permits.

Mr. Morus asked if Mr. Pfaffmann could tell us how involved Pfaffmann is in the selection of the construction manager.

Mr. Pfaffmann said they will put together a list of base spreadsheets that will evaluate whether the submitters have provided all of the required information and then they would work with the committee for the borough to discuss their qualifications. Then they would make a recommendation as a group of which ones the borough wants to carry forward to interviews. Usually two or three would be his recommendation. After the interviews, the committee would vote to take a recommendation forward to the borough process for approval.

Mr. Morus asked for Mr. Pfaffmann's recommendation as to how many people are involved. Are you suggesting the Building Committee?

Mr. Pfaffmann said he might recommend one person from the Building Committee, one person for sustainability group, people who are from the processing staff, and Mr. Morus.

Mr. Morus asked if Mr. Pfaffmann could give us an outline starting with the construction manager, what kind of situation with dates to stay on track the next three or four months starting with the construction manager. When does council make those approvals?

Mr. Pfaffmann continued that it would behoove us to hire the construction manager by the end of August.

Mr. Morus said there is a meeting on August 17 and asked if that would be a good time.

Mr. Pfaffmann said August 17 is good because that way when the permits come in they can start preparing the budget for bidding.

Mr. Morus said they would start the bidding process right away and is that something council has to authorize the construction manager to go ahead and start the bidding process or is this just something we do because everyone is on board with it, is that something the construction manager just does, there's no motion needed to or is there?

Mr. Pfaffmann said we could but it's not required. They will have to advertise according to legal requirements that he's sure the construction manager is well-versed in and, if they have any questions, he is available to consult with them. We could do a joint motion, two motions at the August 17 meeting hiring and then another one to authorize the hire to move ahead with bidding and advertising.

Mr. Morus said the idea would be that they bid and advertise for the initial contractor.

Mr. Pfaffmann said it's basically a series of construction contracts. They would work with the building committee and us to identify what those packages need to be legally, mechanical, electrical, general construction and that kind of thing.

Mr. Morus asked to stay on track is that something that needs to come to council for approval at the September 20 meeting, for example, or could it take longer than that?

Mr. Pfaffmann stated it could take longer. He would recommend that when you select your contract manager the first week in August that that be one of the interview questions to see how they would make that part of their RFP to answer that question - how fast they can move the schedule - they will actually provide a schedule in their proposal.

Mr. Morus said Pfaffmann is associated with this all the way and the borough has Pfaffmann for guidance. If they wait until October 19 to approve, that's still plenty of time to be on schedule for this.

Mr. Pfaffmann said that still gives us 14 months. We've been saying that we should have a strong year of construction period.

Mr. Morus said that nothing ever goes perfectly and that's why he brought this up to begin with.

Mr. Pfaffmann thinks the complex part, because he works with the municipality, is how we can break up, working with the contractor, break up the packages, advertise them, receive them all back, analyze all the bids, then have something . . .

Mr. Morus said he is not trying to rush this but he's thinking about the time frame especially when we haven't heard from the Dunkin Donuts people here, so is it possible, for example, that the construction manager would be able to have some initial contract ready to go in September so we can get something started or . . .

Mr. Pfaffmann said the construction manager has a lot of things to do internally so we will be negotiating the contract with him first and then they will be organizing the packages in what we call "mobilization of the process." He thinks we wouldn't be seeing earth black until October or November anyway.

Mr. Morus said October 19 will be appropriate for approving (Mr. Pfaffmann said we could deal with that). Mr. Morus continued that we would still be on track. Are there any other time issues we are not aware of, anything we need to set a specific date for, or anything now so that council is aware of it so that we stay on track.

Mr. Pfaffmann said he was not aware of any at this point but the other hiccup obviously would be if we came back and there's a rejection of some aspect of the permitting process. We are not expecting that but if that would happen, it would slow down our process a bit.

Mr. Morus said that with Pfaffmann's experience with the construction manager, that person is going to essentially oversee the entire process for us. Now, who do they report to directly? Do they report to Pfaffmann, to council, to me or some combination.

Mr. Pfaffmann said the borough would need to designate an owner's representative whether it's the chairman of the building committee or a committee structure that we have to set up.

Mr. Morus said ok but council would have to decide that.

Mr. Pfaffmann said yes. They act as an advisor to you.

Mr. Morus said by guiding us in how to do it – that's the main question he has for now. There are a couple of other items he'd like to discuss in Executive Session.

Mr. Lawrence said that council has advertised all its committee meetings as business meetings and, if necessary, we could pass a motion for accepting bids that come in. Mr. Pfaffmann could come in for the committee meeting, make the presentation, and

hear who we are recommending on mechanical issues, here's who we are recommending on all the different phases and also council can schedule a special meeting. You have to advertise in the paper 24-hours in advance of a special meeting and with the time frame of the newspaper you're probably talking a three-day lead time so if on Monday you decided we need a special meeting to accept some of these contracts we could have a meeting by Thursday.

Mr. Morus said he understands that.

Mr. Pfaffmann doesn't think that is absolutely necessary but to the extent we could move a week early, a week in the bank, when you're looking at a 12ish month plus time frame, a week could make the difference.

Mr. Morus said he was thinking along those lines and its always difficult to get those people together and he's sure everyone on council wants to be as involved as possible and so if you start talking about a committee meeting night as a voting meeting you might have some people who are not available or they may not want to have that as a voting meeting night because they want to be part of it. That's why he's trying to keep it within the constraints we have right now.

Mr. Erbeldinger asked if winter would have any effect on that.

Mr. Pfaffmann said, of course, but it depends on the weather.

Mr. Erbeldinger asked if there were major weather effects on building in this area.

Mr. Pfaffmann said probably not. That's one of the things we'll be looking at from the construction manager – how they approach the winter procedures in the process. How fast they can get the building enclosed and things like that.

Ms. DeMarco said geothermal loop for the tubes is probably more relevant.

Mr. Pfaffmann said it's possible in terms of the schedule to look at this with the construction manager and say let's get all the site development operations like utilities, concrete, foundations, let's get all of that bid out – maybe approve that as a package then come back to you with the rest of the superstructure finishes as a separate package later on around October. If we can make that work, if it looks like it's going to be tight in the opinion of the construction manager.

Mr. Erbeldinger asked for a rough estimate. Digging will be in October, when does Pfaffmann think a draft building will be standing when you start doing the interior.

Mr. Pfaffmann said the first digging is the rough grading of the site, putting in the geothermal poles, putting in utilities – getting all that ready – grading the foundations. He thinks that would take us up to the end of the year. Then, you start on things coming up out of the ground in January or February. We're talking about a wood frame building so the whole package of roof and wood would be bid out and that contractor who is

doing that specific package will give us a very specific erection schedule. And everything comes in behind that.

Ms. DeMarco asked if we are planning a ground breaking ceremony – a press event, public notice awareness. Another briefing about what's going on. She thinks there should be a photo op ground breaking ceremony and would be happy to coordinate that. She thinks it's important and we're going to want something for the archives – the ceremonial shovel in the ground thing.

Mr. Erbeldinger thinks we should do that.

Mayor Porco asked who has the task of preparing the schematics for bid. Would that be the construction manager or someone else.

Mr. Pfaffmann said the construction manager – that's their primary job. So they will take our construction documents and break them up. Let's use mechanical as an example. They will advertise the mechanical package. They will place a cover sheet that goes on our drawings, and ask for bids back within two weeks. They will do that for a number of basic construction packages. You can have maybe 12 or 15.

Mayor Porco asked if there was any kind of pre-work that council could do or people who work for the borough can do to expedite that process. He thinks that preparation of those sub-packages will be the most beneficial.

Mr. Pfaffmann said the most important thing is site approval which is in the hands of the county. That's where we need the most help – getting that approval. We also have our building permit to review. So those are the two areas that we have to watch. But he thinks we're good.

Mayor Porco observed that the time it takes us to coordinate and plan the groundbreaking ceremony should be a very good indicator as to how fast or slow we should be able to move on the rest of this project. Put a little bit of pressure on you guys.

General Report:

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

Borough Property

A. Swimming Pool

The new scum gutter is being installed. Following that work the contractor will finish replacement of the supply and return pipes and the lining of the drain line.

B. Fire Hall Sewers

Lawson Excavating will begin this project upon completion of the Avenue F sewer job. We have asked Lawson for a quote to dig out the area where the wash pit will be constructed next to the DPW garage while he has his machinery on site.

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, upon authorization from Council, we can begin design work and preparation of the bid specifications.

2. The manager noted that information on pool repairs is being distributed via the borough's twitter account (@ForestHillsBoro) and YouTube.
3. Staff are investigating ingress and egress access to the tennis courts at the pool recreation area.
4. Members and the Mayor raised several issues that may continue at the August committee meeting including painting the pool and use of possible stingray logo, a card access system for the dog park or other monitoring capability and recreation program options.

PUBLIC SAFETY

Mr. Tomasic

Motion: Move to approve ordinance no. 1058 setting the speed limit on Cascade Road between Fairfax and Bevington to 15 MPH.

Moved: Mr. Tomasic
Second: Ms. DeMarco

ORDINANCE TITLE READS AS FOLLOWS:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15 OF THE FOREST HILLS BOROUGH CODE OF ORDINANCES, MOTOR VEHICLES AND TRAFFIC, TO REDUCE THE SPEED LIMIT ON CASCADE ROAD BETWEEN BRADDOCK ROAD AND FAIRFAX ROAD TO FIFTEEN (15) MILES PER HOUR.

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

Motion: Move to approve spending of funds included in the 2017 Capital Improvements Plan budget for additional body cameras for the police department.

Moved: Mr. Tomasic
Second: Mr. Burleigh

Roll Call Vote:

Mr. Burleigh	yes
Ms. DeMarco	yes
Mr. Lawrence	yes
Ms. Sowiski	yes
Mr. Tomasic	yes
Mr. Erbedinger	yes

Motion: Move to authorize a transfer of \$16,000 in the general fund budget from 01-410-269 New Vehicle Purchase for a new line item to enable purchase of GPS equipment for the borough police vehicles.

Moved: Mr. Tomasic
Second: Ms. Sowiski

Mr. Erbedinger learned that our police vehicles have built-in GPS. It just needs to be activated by the county. He would like to push this back to Public Safety to investigate.

Mr. Tomasic replied that all we're doing here is releasing the money. It's interesting that all of a sudden that when we decide to use the GPS that we are made aware of the system with the county. He wishes they would have told him that earlier but we're in the investigation process right now. The Chief is checking into it and what we have decided to do is to get the monies available so that if we decide to go with the GPS system, the money will be there and the money left over will be merged with the money for next year's budget to purchase the vehicle. So we don't know how much it's going to cost, we just want to make sure the funds are there and we're still in the investigating process.

Mr. Erbedinger would like to wait until the end of the investigating process.

Mr. Tomasic said we're just releasing the money in case we have to use it. That doesn't mean we're spending it. That simply means that we had a meeting here and you were not present, it was a public meeting, a committee meeting, and we had a 6-0 vote, you weren't here, to release this money. We believe it's essential to move forward quickly because we have some safety concerns. We've been dealing with these cameras a long time (Mr. Erbedinger said GPS not cameras). Mr. Tomasic said he's talking about both of them. He's trying to relate the fact that

we have two cameras. We have the money for six more. We're releasing that money because we want to move on that stuff. If something happens and we get some different information, we're not bound to spend the money on GPS systems. We're just putting it in place.

Mr. Erbedinger said he disagrees.

Mr. Tomasic said he can go ahead and disagree but we are not buying the GPS system. We are just investigating but the money will be released. And if we don't use it for the GPS system, as we discussed, the money will be available to use for the purchase of the vehicle.

Mr. Morus stated that you would still have to authorize the purchase somewhere with a different motion with whatever GPS.

Mr. Erbedinger said it just doesn't matter, we just have to work on it.

Mr. Tomasic said that was the discussion – why are we holding up on this stuff – why isn't it in the motion, the movement of what's going on. We have two cameras in our police department. We have the money for six more. We believe in this environment it's important to note that our police have the . . .

Mr. Erbedinger said he was not talking about the cameras. He's talking about the GPS.

Mr. Tomasic said he's trying to relate to Mr. Erbedinger the discussion that we had that involved safety – cameras. Why do we only have two cameras on our police officers when we've had it in the budget for all this time? We believe it's important as a council for the protection of our officers, it's important that we get that out. In the same discussion when we talked about it that it's important to get the GPS system in place. In order to be able to do that, to facilitate that, we have to release the monies. And that's all we're doing. We still have to vote to approve it.

For the general report the committee discussed a traffic calming road safety program in the borough and it's in place now. Some of the residents have been pulled over. Mr. Tomasic hopes the police are giving warnings and saying stop here. We have had one accident in this borough a few years back where a person in a crosswalk was killed at a stop sign. We've got a lot of complaints coming in from people about speeding and the lack of obeying stop signs. We're trying to put this program together to make it a safe community. And it's called "traffic calming" and not "traffic enforcement" and that's what we're trying to do. Change the mentality of not only our residents but also of people coming in from outside. We're working on a campaign of signs to put forward in order to promote this program.

Secondly, we're investigating the use of the fire whistle after complaints from residents about how loud it is and how often it goes off, etc. We talked about reducing the time frame it goes off and we're still looking into that. We haven't found the particular company we need to make these changes.

Number three, we are in the investigation stage of finding out what the deal is with the Woodland Hills EMS and related costs and our formal relationship. For 11 years Mr. Tomasic has been told that the EMS building was an EMS Rescue 8 building and that they owned it but it was on borough property. He has questioned this for a couple of years now, Mr. Korbel can attest, he's asked for documentation for two years now as to what the facts are in the case. And nobody really knows. At this point in time, we have a document that dates back to 1988 about the lease, however, that was with Rescue 8. However, we gave to Woodland Hills EMS their actual consolidation papers which means we are no longer dealing with Rescue 8 but with Woodland Hills EMS. There was some discussion as to what is valid, the lease, etc. and that's going to have to be worked out because it can't stand as it is now.

And number 4, we're reviewed bills submitted for reimbursement for the volunteer fire department. And that concludes my report.

Roll Call Vote:	Mr. Burleigh	yes
	Ms. DeMarco	yes
	Mr. Lawrence	yes
	Ms. Sowiski	yes
	Mr. Tomasic	yes
	Mr. Erbeldinger	no

General Report:

1. The committee discussed various suggestions for a traffic calming/road safety program in the borough.
2. Members are investigating the use of the fire siren/whistle after receiving several complaints from residents concerning its volume.
3. Members discussed several concerns about the formal relationship with the Woodland Hills EMS and related costs.
4. The committee is reviewing a list of bills submitted for reimbursement by the Volunteer Fire Dept.

OPERATIONS & POLICY

Mr. Lawrence

Motion: Move to approve the minutes from the June 15, 2016 council meeting.

Moved:	Mr. Lawrence
Second:	Ms. DeMarco

Voice Vote:	Mr. Burleigh	yes
	Ms. DeMarco	yes
	Mr. Lawrence	yes
	Ms. Sowiski	yes
	Mr. Tomasic	yes
	Mr. Erbedinger	yes

Motion: Move to approve the attached policy on solar installation which summarizes the borough's zoning and code regulations for the convenience of property owners interested in solar panels.

Moved: Mr. Lawrence
Second: Ms. DeMarco

Note: attached at end of this agenda

Roll Call Vote:	Mr. Burleigh	yes
	Ms. DeMarco	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 borough office for further information. A number of vacancies remain including several on the Environmental Advisory Council.
3. The committee will 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 before the end of the month.

PLANNING & ZONING

Mr. Burleigh

Motion: Move to appoint Kay Powderly as an alternate member of the Zoning Hearing Board with term to conclude on Feb. 28, 2019.

Moved: Mr. Burleigh
Second: Mr. Lawrence

Roll Call Vote:

Mr. Burleigh	yes
Ms. DeMarco	yes
Mr. Lawrence	yes
Ms. Sowiski	yes
Mr. Tomasic	yes
Mr. Erbedinger	yes

General Report:

1. Members were updated on activities by code officer Don Branzel.
2. The committee referred one project – comprehensive plan update - for the 2017 Capital Improvements Plan to the finance committee for consideration.

Old Business:

Mayor Porco voiced two questions. With the purchase of body cameras, he was under the impression that we bought six cameras so he's wondering why we are purchasing the additional ones.

Mr. Tomasic said one for each person in the department. It was put into the budget a long time ago. We have been moving forward on this very slowly - he would say at a snail's pace – we have tried to work out all the problems we might have. Chief Williams and Officer Armstrong are two of the police officers who have been using the cameras. We feel we need to push this forward. This goes back to the former mayor, Mayor Marty O'Malley, he was one of the reasons that these cameras came to us and was pushed forward. So he thinks it's necessary to get this done and not wait any longer. We looked at this the other night and said it's a safety issue and needs to be addressed now or sooner rather than later.

Mayor Porco said he thinks the cameras are a good idea and they protect our interests as well as our officers. He thinks it's more a question of expenditure of dollars versus having officers come in off-shift, throw their cameras on a charger and take another two out on-shift as compared to buying one for each officer. That was more his question.

Mr. Tomasic said this was in the plans for quite some time. We decided at the meeting the other night that we were going to move forward again and it was the sixth recommendation. Everybody was there. We're balancing this and you can start going into the monies and say we can do this or we can do that. What is the thing we do that brings the most safety to our police officers. And we think this is the best thing and it was recommended and he didn't do it at public safety committee but did it at Committee

of the Whole so that most council members had input rather than with simply coming out of one committee.

Mayor Porco had a couple of follow up questions. Just so we're clear, he believes in the use of the cameras and supports it. He thinks use of the cameras and believes the officers who have been using them in beta test mode support the use of cameras and agree that the use of cameras is in our best interest because it's the word of the suspects against the word of the officers. He thinks the camera takes the ambiguity out of the situation. Data storage is the other big thing he wanted to talk about. Obviously, that's a significant amount of data that we want to store. Do we have the infrastructure right now to store that or have we made provisions to take care of that because any kind of incident that occurs where we have to keep that particular video of the incident in evidence, which can take years, have we made provisions that ensure we can store that data and how are we doing that?

Mr. Tomasic said that right now we are in the process of discussing that. We think we have the appropriate stuff. We're going to be working on a policy that Chief Williams is fully aware of and thinks we need to make some modifications to it and when he presents to them we can easily modify the policy. If we *REALLY* needed to do some storage, if it were that important, always hire out or get someone from the outside to store all the data we need to keep if indeed it were determined to be that important. This idea that everything has to be done in-house and there's no way outside of that is, he thinks, a false narrative. If something like that pops up, we need to make a decision to make a modification he thinks we would make it at that particular time. Some modifications to the policy are forthcoming regarding the amount of things or the things we have to maintain.

Mayor Porco stated he would encourage the public safety committee to take a look at best practices of other area departments. Storing it in-house or storing it on the cloud, a hosted environment, he thinks the issue here is security breach and making sure none of that potential evidence would be compromised. Food for thought as you deliberate on this policy. To me that would be number one concern.

Mr. Tomasic said the policy is already in place

Mr. Lawrence stated a lot of data doesn't really apply because if the officer is standing here and the traffic is going by and something's going on, we may not need that data. There should be a key inside that camera that says "we need that data" and you push some kind of button that captures that data and holds on to it. Just like having one of those cameras in your car. It measures accidents and stuff like that. All of a sudden it goes off and holds onto the accident. But all the other data, it passes it by. If we could get something like that we wouldn't have to worry about a lot of data storage.

Mr. Korbelt stated that council approved a policy on body cameras because we were going to roll them out, a soft roll out which is what Councilman Tomasic has mentioned and the Chief and Officer Armstrong have been using these and the thought always was that this was a policy that was a best-practice policy that the Chief obtained from the District Attorney's office, I believe, and that we would, on the soft rollout, determine

whether or not the policy we anticipated we need would actually work in practice. So it sounds to me like there may be some changes that need to be made to the original policy based on our experience on the soft rollout of the bodycam. I'll assist to the extent necessary. We had concerns before about data storage, whether or not they are public records, etc. and making sure the policy addressed that and regularly disgorged to the borough the data and recordings because if you're sitting in your car all day and nothing happens, do you need to have that eight-hour shift saved somewhere for eternity? The answer is no. A lot of the policy was about that or at least a large portion of it. We can get a copy if you want to look at one.

Mr. Tomasic said we've also had discussions with the police department. The Forest Hills Police Association came to us. We had our attorneys investigate this process, answer any and all questions and this was several months ago. So I think we have done our due diligence. We know we have some modifications to make. We can go back to the very first year he was teaching and it was always said to monitor and adjust. So when you put something into place and its perfect, never modified you are either a genius or you don't know what you are doing. In this situation, we are monitoring and making adjustments to what the Chief is going to recommend in the policy change to Mr. Korbel. I don't have that expertise. These guys do.

New Business:

Mayor Porco had a question pertaining to the Avenue F sewer project construction which is: is the contractor who is performing the sewer work responsible for replacing the sidewalks or is it the homeowner, public works, who is handling that?

Mr. Gilliland stated it's the contractor.

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.

Officer Armstrong address council. He said the Forest Hills Police Association asked him to speak on their behalf regarding the motion to moving funds for purchasing a police vehicle into purchasing GPS for the vehicles. We brought up that the vehicles are already GPS'd. There is two different ways to GPS the vehicles. First is our CAD system, our in-car computer that is real time GPS in relation to county 911 as well as the Chief would have access to that GPS. Also, the body cameras, when those cameras are activated, that footage is GPS'd so there are two systems in play already. The Association's concern wasn't regarding the purchasing a vehicle. We've gone through this over the years and we know you want to rotate vehicles but if you want to

move funds for the officers' safety, for \$17,000 there are other issues the police department has for the officers' safety. We are willing to discuss that whether it's here or bring it up at the Public Safety Meeting.

Mr. Erbedinger stated it will be discussed at the next Public Safety Meeting. Today we did not decide to buy a GPS system.

Mr. Tomasic said this is not the appropriate time for the Forest Hills Police Association to bring up an issue as to how we are administering the money. They've already done it but if there are any questions, they should be brought up at committee first and we can handle it from there. You can join the Public Safety Committee.

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Tomasic
Second: Mr. Burleigh

Voice Vote:	Mr. Burleigh	yes
	Ms. DeMarco	yes
	Mr. Lawrence	yes
	Ms. Sowiski	yes
	Mr. Tomasic	yes
	Mr. Erbedinger	yes

- Next Scheduled Council Meeting: August 17, 2016 beginning at 7:00 p.m.
- Next Scheduled Committee Meetings (order may be adjusted): Thursday, August 4, 2016: Borough Property, Public Works, Operations and Policy, Public Safety.
Tuesday, August 9, 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 7:00 p.m.

Process – Installation of Solar on Residential Buildings - DRAFT

Steps required in Forest Hills (consult actual ordinances for full and updated regulations/requirements):

1. Installation must comply with the borough's zoning ordinance (as of 2016: Chapter 27, section 1016). The fee resolution must be consulted for current information and cost requirements noted here.
2. Zoning Permit – Under section 27-1016.1.B: Before any construction or installation on any solar PV system, except for construction or installation of a solar PV system not to exceed 6 square feet in area or 1 kW, a permit issued by the Borough shall be obtained to document compliance with this Chapter.
 - A. An application for a zoning permit shall be submitted for approval in a timely manner to allow sufficient time for proper review and inspection. Application review requires a minimum of 5 business days. However, it is advised that applicant shall provide the application at least 2 weeks prior to anticipated work.

- B. A zoning permit fee is set by council each year in the fee resolution. Consult the fee resolution for full information.
- C. In 2016, the fee for a Zoning Use Permit is \$40 (subject to change).

3. Under section 27-1016.3.A: The solar PV system must be constructed to comply with Chapter 5 of the Forest Hills Code of Ordinances, Code Enforcement, as amended, and any applicable codes, standards and regulations incorporated into the Forest Hills Borough Code of Ordinances, except where an applicable industry standard has been approved by the Pennsylvania Department of Labor and Industry under its regulatory authority.

A. Chapter 5 requires conformance with the current building and electrical codes in force in the borough as required by the Uniform Construction Code (UCC).

- 1) Requires certification by a registered architect or engineer that the roof can support any additional load placed on it by the solar installation (ICC, ASCE 7-05)
- 2) Requires inspection by the electrical inspector as specified by the current international electrical code in force in the borough and under the UCC (NEC Code article 690-Solar).
 - a) An electrical inspection fee is set by council each year in the fee resolution
 - b) In 2016, the fee for electrical inspection is \$50 (subject to change). Consult the fee resolution for full information.
- 3) A building permit is not required unless there is an alteration to the property other than the installation of solar panels or unless the contractor and/or property owner require a review of work.

4. Support & Guidance (purpose – supporting document)

A. From: Solar Energy Systems, A Guide for Pennsylvania Municipal Officials - Here comes the Sun! 12/1/2009 Governor's Solar Working Group

P. 15 Inspections

Under the PA Sunshine Solar Program rules, DEP will perform inspections of at least 10 percent of all installations. A code official and/or electrical inspector will typically perform the electrical inspection for compliance with the National Electric Code (NEC)

Process – Installation of Solar on Residential Buildings – DRAFT (page 2)

along with any required building inspections. If the solar system is grid-connected, the local utility company may also require inspection prior to activating the system or require documentation from the solar installer. To ensure that a solar energy system passes inspection and is properly installed, contracting with an approved installer is critical to ensure consumer protection. In administering the PA Sunshine Solar Program, DEP has developed an approved list of solar system installers.

p. 18: Does a solar PV system have to meet local building codes?

A. Yes. You will probably need to obtain a permit from the municipality, or city. You may be required to purchase a building permit and/or electrical permit before you can begin installation. Most solar installers should be able to assist you with local permitting issues.