

Call to Order: Mr. Erbedinger

Pledge of Allegiance: Mayor Porco

Roll Call:

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

Conditional Use Hearing - Kossman Application Mr. Korbel

Mr. Korbel called the hearing to order. A court reporter is present who will provide a transcript of the hearing and so these minutes will only reflect key, brief elements.

Richard Moses, In-House Attorney for Kossman Development, testified on behalf of the Kossmans.

Curtis and Mark Kossman request approval of a self-storage unit at their 2040 Ardmore Boulevard property. Borough's S-2, special district, lot-block 300-H-180.

Motion: Move to close the public hearing

Moved: Mr. Tomasic
Second: Ms. DeMarco

Voice Vote	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

Motion: Motion to approve the Conditional Use Application filed by Curtis I. Kossman and Mark D. Kossman requesting approval for a self-storage facility on property located at 2040 Ardmore Boulevard in the Borough's S-2 Special

District currently designated as Allegheny County Lot and Block Number 300-H-180 pursuant to Section 27-905.GG-1, Table 27-1, Part 9 of the Zoning Ordinance and in accordance with the application materials plans and testimony accepted into the hearing record by Borough Council and subject to the conditions set in the Borough Solicitor's memorandum dated September 21, 2016, which was entered into the hearing record as Exhibit 9.

Moved: Mr. Tomasic
Second: Mr. Kiley

Voice Vote	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbeldinger	Yes

Motion carries with the Mayor's thumbs up.

President's Report:

Mr. Erbeldinger

Note that an executive session was held following the Sept. 1 committee meetings to discuss litigation and collective bargaining issues.

Mr. Erbeldinger reminded all of the upcoming hay ride

Mayor's Report:

Mayor Porco

On August 25 Mayor Porco represented the borough in his capacity as Mayor at Hillary Clinton's headquarters located on the upper floor of the Senior Center. All the state bigwigs attended, even our representative, Mike Doyle. This event was very well attended and it was nice to see all the state dignitaries.

Earlier this week Mayor Porco met with the Chair of Public Safety as well as the Chief of Police to discuss specific policy issues regarding the GPS units that have been placed in the police cars as well as the body cameras our officers are currently wearing in their day-to-day activities and, as Mr. Erbeldinger said, just a reminder that in approximately a month, on October 15, a Saturday evening, we'll have our annual Hayride event and its always very-well attended. So please pass the word. You will begin to see posters very soon as well as on social media and Twitter. Mr. Morus made a wonderful video presentation about it which is already on our feed. This is a well-attended event and Mayor Porco is looking forward to seeing all the Council people there with their hats on acting as hayride monitors.

Tax Collector's Report:

Ms. Sullivan

No report

Chief of Police Report:

Chief Williams

Chief Williams reported on department activities and spoke about awareness of surroundings – paying attention can save people's lives. He used the example of recent explosions in New York and New Jersey.

Fire Chief's Report:

Chief Theilacker

No report

Woodland Hills EMS Report:

Chief Mastandrea

No report

Solicitor's Report:

Mr. Korbel

He noted several meetings he attended including a meeting with Action Housing and their development and with Heartland Restaurant Group who will be purchasing the magistrate and borough building lots. In both cases, the discussions involved potential approvals and time lines.

Action Housing should begin construction in the first quarter of 2017. Heartland may begin in order to open in summer 2017.

He noted he needs an executive session on legal matters following tonight's meeting.

Wilkesburg Penn Joint Water Authority Report:

Ms. Broz

Ms. Broz reported on authority activity and the number of breaks they have dealt with. Six were in the borough.

Architect Update

Pfaffmann & Associates
With Volpatt Construction

Volpatt has been working for the last three or four weeks on the final plan before going to bid and unfortunately came up with a higher number than they were expecting.

Mr. Tomasic asked if the way they are trying to cut costs was by a per-square foot basis or if they are just trying to reduce the amount the building costs.

Mr. Pfaffmann said the per-square foot method is rule of thumb and it is not how estimates are done here.

Mr. Tomasic talked about built-in contingencies. What are the percentages associated with these built-in contingencies? How many of them are there and what is the percentage.

Mr. Pfaffmann said they recommend that you carry two contingencies in a project. One we call a design contingency as the projects are developed and the second part of that is the Owner's Contingency, also known as Project Contingency.

Mr. Tomasic asked if they were baked into the numbers and Mr. Pfaffmann said they were.

Mr. DeCecco then spoke about the new drawings. He passed out the current plan they worked on the past few days and the original plan.

The net result of combining the library and the community rooms into one, we saved about 2,300 square feet.

Mr. Erbedinger asked how much that was in percentage.

Mr. DeCecco replied 136 now its 113.

Mr. Pfaffmann said we now have exterior skin is much more efficient. You now have much more square footage for less exterior skin.

Mr. Erbedinger asked Mr. DeCecco what the plan is to keep the library books away from the conference room if you have a big meeting.

Mr. DeCecco said they are looking into having some moveable furniture where you could have library books and move them.

Mr. Erbedinger asked if he discussed it with both Mr. Morus and Chief Williams so there are no objections.

Mr. DeCecco said they had an initial sketch issued. They met on Thursday of last week and issued initial sketch on Friday and met with the Chief, Mr. Morus, and one of the staff Friday morning and made some changes to this based on suggestions the Chief had. We want to continue to get this back in front of them and any changes or adjustments they want to make.

Mr. Pfaffmann said that functionally, we've left the plans alone except for combining the library and senior center.

Mr. Tomasic said the original numbers were \$250 to \$300 per square foot. 15,000 square feet. Based on recent calculations, the square footage is closer to \$400.

Mr. Pfaffmann stated that under the contract it is their obligation to get the project back on budget.

Site development costs were significantly higher. In fact, Mr. Pfaffmann put those outside of the base construction number thinking at that time that we had a separate site budget for the stormwater especially. That was \$675,000. They're looking at ways to defer some of the non-essential landscaping that could be resolved later.

Started doing estimate on new design. Will get them close enough to put it out to bid.

Request for bids to go out mid-October with bids due at the end of October, have a scope review with the critical ones excavation, concrete work, and award those the first week in November and still have plenty of time to get this project and get you in by November 2017.

Once this design is detailed, we're going to run another estimate on that and see where we are. We're fairly confident that this is going to get us to where we need to be.

We have started doing the new budget based on the new design. We think this will get us close enough to the budget to put it out for bid.

If the bids come in over budget, we are not obligated to accept any of the bids.

Ms. DeMarco asked if the geothermal system will be bid as an option. Mr. Pfaffmann said it will.

Mr. Korbelt stated he is not tracking with the numbers. Estimates are 60 percent over the original budget. This model reflects a 10 percent reduction in square footage. He doesn't see how it reflects a 60 percent reduction in costs.

There is a whole laundry list of reductions that adds up to \$350,000 in reductions plus whatever this reduction has. Those things add up and you're looking at over \$1M in savings.

A discussion was held describing how Pfaffmann reworks the plans and estimates.

Follow up meeting scheduled for Friday, October 7 at 8 AM.

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

General Report:

1. The borough engineer submitted the following report to the committee:
 - A. Avenue F/Barclay Sewer Project
The sewer work is complete except for the two new manholes on Barclay for the municipal building. Binder asphalt was to be installed on August 31. Sidewalk restoration will begin September 7 followed by the wearing course of asphalt.
 - 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 is 65% complete. Fairfax, Glasgow, Filmore and Overdale are complete. Victor Paving will return to apply the wearing surface to Avenue F after the sidewalks are complete.
 - D. Koch Park Sewer
The sewer repair project behind 493 Atlantic has been completed.
 - 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:



September 2016 Update:

Important reminder: A majority of the Phase I Consent Order and Agreements (COAs) have a December 1, 2016 deadline for municipalities in the ALCOSAN Service Area to submit a progress report documenting compliance efforts. Please make sure to review your specific order and time frame to respond.

The report should include:

- a. A description of the actions that have been taken toward achieving compliance with the COA;
- b. A description of all activities scheduled for the remainder of the COA; and
- c. A description of any problems or delays encountered or anticipated regarding the performance of the activities required by the Consent Order and Agreement.

Also note that municipal funds may need to be allocated during your budgeting process to implement the flow reduction demonstration project(s) required by the COA (the deadline is typically August 1, 2017, but please review your COA for your specific due date). Matching funds will also need to be allocated for municipalities preparing applications for the ALCOSAN GROW program.

The Feasibility Study Working Group developed a Sewer System Operating Budget template that you may find useful. It has sample line items, including administration, legal, engineering, regulatory compliance, and system maintenance items.

3. The foreman reported on tentative work planned for September (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
- Street Sweeping
- Install merry-go-round in Main Park
- Line painting
- Cut brush – various roads

The foreman also described the line painting plan for newly paved Fairfax Road which the committee endorsed.

4. The committee (along with all other committees reported here to cover all) reviewed projects for the 2017 Capital Improvements Plan and referred them to the Finance committee with any recommended changes.

5. The manager reviewed a guide he prepares each year (also found in the manager's budget message and available online with that document on the borough's website) to assist members in developing a budget from the committee's perspective (occurred at each committee and that will not be reported beyond this item).

FINANCE COMMITTEE

Ms. DeMarco

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

General Fund Budget:	\$ 228,104.76
Corrective Action Budget:	\$ 12,280.88
Fire Protection fee	\$ 2,929.43
Budget Reserve	\$ 88,229.78
Bond Issue – new bldg.	\$ 31,757.80
Road Improvement	\$ 512.98
Capital Improvements Plan	\$ 770.39
Real Estate Refunds	\$ 1,662.80

Moved: Ms. DeMarco
Second: Mr. Burleigh

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

Detail of Non-General Fund Items:

Corrective Action Budget:	Engineering, supplies, maintenance, refunds
Fire:	Utilities, Workman's Comp.
Budget Reserve:	Pool repairs, materials & engineering
Bond Issue:	Architect & permit fees
Road Improvement	Patching materials
Capital Improvements	New truck decals/lettering

Motion: Move to approve the Minimum Municipal Obligation (MMO) calculation received from Mockenhaupt Benefits Group specifying that the borough's obligation to the police pension fund is estimated to be \$336,687 in 2017 and to the non-uniform funds estimated to be \$75,848 in 2017 with both payments representing a 25% reduced amortization payment under the state's distress level designation and specifying the 2017 non-uniform defined contribution plan estimated to be \$6,135.

Moved: Ms. DeMarco
Second: Mr. Kiley

Mr. Tomasic stated they are doing exactly what they are supposed to do on the MMO per discussions with our Counsel and Mockenhaupt. It's not that we are doing something improper. What we are doing is paying the monies as we are required to and per the recommendations of public companies that assist us in this process.

Mr. Erbedinger replied that's correct.

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

General Report:

1. Committee members reviewed the contents of the monthly cash flow report.
2. The manager noted that staff continues preparing requests for the 2017 budget this month. A first draft will be presented to the finance committee at its October meeting. Subsequent discussions on the new budget will occur at finance committee meetings through year end. All meetings are open to the public.
3. The manager reported on a summary of appeals since the 2013 reassessment. Appeals since that time for 2014 – 2016 budget years have resulted in a net loss in value of \$26,316,010 since the original reassessment. More information can also be found in the real estate tax section of the manager's budget message for 2016 on the borough's website (foresthills.org).
4. The manager noted that the 2017 Capital Improvements Plan preparation is ongoing and that committee referrals for projects to include will be presented in time for the October finance committee meeting for review by that committee.

BOROUGH PROPERTY

Mr. Kiley

Motion: Move to authorize Volpatt to advertise for bids for new building construction work at the direction of the borough manager.

Moved: Mr. Kiley
Second: Ms. DeMarco

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

Mr. Tomasic	Yes
Mr. Erbedinger	Yes

Motion: Move to accept the lowest proposal which was from JL Urban in the amount of \$4,300 to install a manhole on the pool lodge sewer lateral to facilitate inspection of the lateral.

Moved: Mr. Kiley
Second: Mr. Burleigh

Roll Call Vote:

Mr. Burleigh	Yes
Ms. DeMarco	Yes
Mr. Kiley	Yes
Ms. Sowiski	Yes
Mr. Tomasic	Yes
Mr. Erbedinger	Yes

Motion: Move to approve Resolution No. 1171 authorizing the appropriate Borough official to execute a purchase and sale agreement between the Borough and Forest Hills RE, LLC for the sale of property designated as Allegheny County Block and Lot Numbers 300-H-65 and 300-H-60 for the total amount of \$550,000.

Moved: Mr. Kiley
Second: Mr. Tomasic

Mr. Erbedinger asked that the deal be explained.

Mr. Korbel said it's a buy for closing. Once the agreement is sold and approvals are given for the redevelopment plan the closing will occur on the magistrate's lot. That sale price is \$450,000. The theory is that will happen in the first quarter of 2017 once all the approvals are granted. The agreement states that the other side which is the borough building will close upon the borough's moving from this building and they have provided us a date of March 2018 to move from the borough building. Closing for that extra \$100,000 will occur when that's done.

Mr. Erbedinger asked if they indicated to Mr. Korbel options whether to knock this building down, add on to it, use it as their headquarters, or just renovate.

Mr. Korbel stated if they choose not to renovate this building, they are required to demolish this building within one year of closing, per the sale agreement. Mr. Korbel described the options provided to him. They will do what is best for emergency access, etc.

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

General Report:

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

A. Swimming Pool

The new scum gutter has been installed and the new concrete surrounding it is in place. Electrical grounding of the lifeguard chairs and ladders is complete. Installation of the manhole on the pool lodge sewer lateral should be done by September 7. The lining of the drain line will occur around September 1 or 2. Remaining work includes the replacement of a new slab that cracked in the bottom of the pool, grouting of all joints, replacement of slabs around the pool (DPW), restoration of the sidewalk where the supply and return pipes were replaced, painting (DPW) and rebuilding of the entry steps. We expect work to be completed by the end of September.

B. Fire Hall Sewers

Lawson Excavating will begin this project on or about September 12, 2016. Work includes the construction of a wash pit.

C. Koch Park/Dog Park Project

Plans and specifications for the Koch Park Improvements and Dog Park construction will be completed by September 16, 2016. TCVCOG plans to advertise for bids on September 19 and open bids at 1 pm on October 6. BP committee could then consider the bids at the October 11 meeting and Council could award at the October 19 meeting.

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 continues for view via the borough's twitter account (@ForestHillsBoro) and YouTube.
3. The foreman reported on comments he received as well as his opinion re: use of Koch Park. These concerns stem from the opinion that the park be available for neighborhood use rather than rented out. The committee asked Ms. Simm to attend the next meeting and report on revenue received for Koch Park rentals.

Mr. Korbelt asked if we have actually lined the pool lodge lateral line. Have we completed the lining of that, the drain lining?

Mr. Morus said he put something on Twitter about this. They are putting gravel in the open pit of the deep end today. They're scheduling the concrete and, hopefully, it will be here early next week to put in the floor of the pool at several locations then it needs 28 days to cure and then we can paint. The concrete around the perimeter of the pool, the crew will do on its own but there's no hurry for that. The painting is only affected by the concrete and the base. The Ecol O Pack will also finish putting the grading on top of the gutter. They already have a couple of layers to show how it sits and fits in there and they have to pour the steps and we're just finishing our own electric work and concrete work separate from them.

Mr. Korbel asked if this meant they would not paint until spring. Mr. Morus said he hoped they could get it done now because spring can be worse than fall.

PUBLIC SAFETY

Mr. Tomasic

General Report:

Mr. Tomasic said they had the fire whistle settled to a 7 to 7 a.m. to p.m. to when the siren will go off and it will be for two minutes. We are working on a change on Sunday but that would require a new device because the timing device we have now will not accommodate those changes. We've done what we told people we are going to do. Anything else will come down the line.

We have basically ended our discussions with EMS and related costs and changes. We are going to be sending some type of documentation to them to review and see if we have reached a conclusion in those regards and appears as though that is the case but until everyone's in total agreement we can't say for sure and we have a couple of issues, one would be the water line for example.

We talked about some of these items that the police are sending. To whom they are sending it, when they are sending it, why they are sending it, and we try to tell them if they have issues that are bargaining issues that has to go to the Council, the negotiating team in particular. There is no other exception. Grievances go from the Chief to the Council as well.

We actually had that door installed today (garage door?) at a cost in the neighborhood of \$7,000. That takes care of both doors that were close to 30 years old. Rather than putting money into the old doors, we decided to install new doors.

1. The committee noted a thank you card received from a resident of Cascade Road acknowledging the work of committee and council in approving speed limit restrictions. The committee asked staff to acknowledge the sender's expression of thanks.
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 future communications from the Forest Hills Police Association re: policy and procedures should first go the Chief and issues related to bargaining should go to council and the council negotiating team.
5. Members asked the foreman to arrange for installation of a second garage door at the fire hall with the same contractor who installed the first one.

OPERATIONS & POLICY

Mr. Tomasic

Motion: Move to approve the minutes from the August 9, 2016 special council meeting.

Moved: Mr. Tomasic
Second: Ms. Sowiski

Voice Vote	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	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.

Ms. DeMarco asked who chaired the committee. Mayor Porco is the chair. Ms. DeMarco volunteered to join the committee.
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. Members discussed the need to update the borough's comprehensive plan.

4. The solicitor is preparing an advertisement to receive bids for a new trash/recycling contract.
5. In Committee of the Whole, the manager reviewed key end of year items that occur in the last quarter of a given year that must come before council and/or various committees for review and approval at public meetings.

PLANNING & ZONING

Mr. Burleigh

General Report:

1. Members were updated on activities by code officer Don Branzel.
2. The committee discussed information on the atom smasher from Mr. Silversmith. He has been in contact with the school district re: their interest in moving it to the high school campus. He also notified the borough that he continues to seek developers for the former research center site.
3. The Zoning Hearing Board will use attorney Michael Witherel and associates as its attorney for all zoning matters.

Old Business:

None

New Business:

Ms. DeMarco reported that the Churchill Area Environmental Council has moved to twice yearly meetings and they will be meeting in October and April and they updating the list of refuse and recycling resources available in the area as a project they are taking on and they are planning to award a scholarship of \$250,000 for an environmental project at Woodland Hills High School. They are also talking about doing some outreach to the science teachers and guidance counselors to engage the juniors and seniors.

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.

No comments

Adjourn: Motion to adjourn or adjourn by acclamation

Moved: Mr. Kiley
Second: Ms. Sowiski

Voice Vote	Mr. Burleigh	Yes
	Ms. DeMarco	Yes
	Mr. Kiley	Yes
	Ms. Sowiski	Yes
	Mr. Tomasic	Yes
	Mr. Erbedinger	Yes

- Next Scheduled Council Meeting: October 19, 2016 beginning at 7 PM
- Next Scheduled Committee Meetings (order may be adjusted): Tuesday, October 11, 2016: Borough Property, Public Works, Operations and Policy, Public Safety. Thursday, October 13, 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.
- **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).