

BOROUGH OF WILKINSBURG COUNCIL MEETING
Planning Session
June 1, 2011

CALL TO ORDER

President Moore called the meeting to order at approximately 7:05 PM in Council Chambers, second floor of the Municipal Building, 605 Ross Ave., Wilkesburg, PA.

ROLL CALL

The roll was called to establish a quorum. Present were: Mr. Lefebvre, Ms. Evans, Ms. Trice, Ms. Macklin and President Moore. Also present were Marla P. Marcinko, Borough Manager and Patricia McGrail, Borough Solicitor. Absent were Ms. Ervin, Mr. Cohn, Mr. Lewis, Ms. McCarthy-Johnson, and Mayor John Thompson. A quorum was established.

PLEDGE OF ALLEGIANCE

A moment of silence was observed in remembrance of victims of violent crime both in Wilkesburg and surrounding communities.

PUBLIC COMMENT

Wilbert Wright – 1315 Clark St. – Commented on the Allegheny County Senior Resource Guide which he will obtain copies of for distribution at the Library. Ms. Evans commented that the guides are available at the WCDC office and are a great resource for seniors.

Shirley Doubt-Elston – Commented about a problem she is having with storm water runoff from the unnamed alley to the rear of her property. She suggested that a trench could be installed by the Borough at the rear of her property. Ms. Marcinko will ask the Borough Engineer to review the matter and provide his opinion/recommendation.

(Mr. Cohn arrived at 7:17 PM)

David Wilson – Eastern Area Pre-Hospital Services provided the monthly report for the month of May. There were a total of 321 calls, with 230 transports. Response times were recorded for E-0's (the most life-threatening calls) at 5.7 minutes, and the average response time for E-1's was 6.8 minutes. EAPS assisted with three CERT training classes and provided a standby on Wallace Avenue for a community event. Mr. Wilson commented on a structure fire on Montier Street to which they responded. The blood pressure screening clinic will be held from 11:00 AM -1:00 PM on June 24, 2011. President Moore commented on being impressed by the level of support of all agencies at the structure fire.

Deb Rose – 726 Whitney Ave. – Announced the fifth annual MADDADS Fathers' Day event to be held on Saturday June 18, 2011 from 11:00 AM - 4:00 PM in the Hamnett Place Park-N-Ride. Ms. Rose read aloud a letter which was sent to Representative Preston regarding criminal incidents around the busway and threats to public safety.

(Ms. McCarthy-Johnson arrived at 7:25 PM)

The residents in the area are calling for the installation of surveillance cameras which the Port Authority had promised back in October, 2010. They are requesting that the cameras be installed within 2 months and are requesting the Borough's support in securing same. Ms. Macklin commented that she had requested that a PAT representative speak at a Council meeting regarding service cuts to the Wilkesburg area and suggested that the discussion could be expanded to include this issue. Mr. Cohn commented that his tenant was recently attacked and that he had spoken with Chief Coleman about scheduling a meeting with PAT immediately. He further commented that action needs to come from the neighbors in the area and that they need to play an active role. Ms. McGrail inquired as to what strategies were effective years ago in dealing with similar issues. Ms. Rose responded that community policing had been effective. Ms. Evans commented that parking around the busway is also problematic and that the lights in the Whitney tunnel are frequently not working. Ms. McCarthy-Johnson commented that there are significant issues along the entire busway. President Moore inquired of Ms. Macklin whether she had a contact at PAT. Ms. Macklin advised that she would obtain that information and provide to the Borough Manager. She also advised that she would contact Senator Ferlo's office. Ms. Rose further commented on the criminal activity in the linear park. Ms. Trice questioned whether it would be helpful to request that Duquesne Light add lighting in the area.

Terri Supowitz – 310 Hay St. – Expressed her concern regarding natural gas drilling in Marcellus Shale and the misleading promises of jobs and benefits. She questioned the status of Council's support to ban drilling. Ms. Macklin commented on a website which is available which shows those properties which have been leased for drilling operations. Ms. Evans commented on the confusion which occurred at the last Council meeting with regard to Council's action on the proposed legislation. Mr. Cohn questioned whether Council could adopt the identical legislation as was adopted by the Borough of West Homestead. Ms. McGrail commented that the legislation should be specific to Wilkesburg. Ms. Evans made a request for a copy of the minutes or audio recording of the Council meeting on May 18, 2011. Much discussion followed regarding the proper process to follow.

Josh Zalesnick – 312 West St. – Commented that he understood Council to have taken action at the last meeting to ban gas well drilling in the Borough. He understood that Council authorized the advertisement of the ordinance at their last meeting and was to

have taken final action tonight. Ms. McGrail advised that the ordinance cannot be enacted this evening as it has not been advertised and she apologized for any confusion. Ms. Marcinko suggested Council review the ordinance before any action is taken. Mr. Lefebvre requested of Ms. McGrail that the changes between the Borough's proposed ordinance and that of the City of Pittsburgh be highlighted and provided to Council.

Amanda Bostedo/Michael Knight – 824 Ramsey St. – Commented on parking issues on their street and concerns with raccoons. Mr. Knight questioned the status of an Application Permit for a block party. Ms. Marcinko advised that it was being reviewed by the Chief of Police. Mr. Cohn questioned whether a Borough employee could be licensed to place raccoon traps.

Clibert and Carol Alleyne – 604 West St. – Expressed concerns regarding dogs at the property adjacent to their home. They were directed to bring the matter to the attention of the Code Enforcement Department. Mr. Lefebvre commented about the ability to enforce the nuisance property ordinance in these types of cases.

REPORT FROM COUNCIL PRESIDENT

President Moore asked residents to check on the welfare of their neighbors, particularly the elderly, during these times of severe heat.

President Moore extended her thanks to everyone who assisted her in her campaign.

President Moore commented on the tree planting on Douglas Drive which occurred as part of the PENNVEST TreeVitalize project.

President Moore requested that the matter of leasing space to Eastern Area Prehospital Services at the Park Avenue DPW garage be discussed. Ms. Macklin questioned whether \$200.00 per month would cover utility costs. Ms. Marcinko advised that Finance Director Dave Egler believed that to be a sufficient amount. President Moore questioned whether the space is satisfactory for them. Mr. Lefebvre commented that it is EAPS' intention to utilize the existing furniture in the space. Ms. Macklin questioned whether an inventory has been taken of what is still being stored in the space. Ms. Marcinko advised that had been done prior to April 1.

A motion was made by Ms. Macklin, second by Mr. Cohn, to approve entering into a lease agreement with Eastern Area Prehospital Services for space at the former Fire Department Station No. Two DPW Garage on Park Avenue.

Yes: Ms. Trice, Mr. Cohn, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre, Ms. Evans, President Moore

Motion carried

President Moore provided the Adult Library Report:

- The Wilkesburg Public Library presents the adult summer reading program beginning June 6, 2011 and continuing through August 1, 2011. Top readers will receive prizes from local businesses.
- F.E.L.L.O.W's Annual Book Sale and Flea Market will be held Friday, June 3rd through Saturday June 11, 2011 from 10 AM - 5:00 PM daily, except Sundays.
- Teens and children can join the summer reading program at the Eastridge Branch and the Main Branch of the Wilkesburg Library. Prizes include a grand prize of a new bicycle. The children's theme is "One World Many Stories"; the teen theme is "You are Here". Contact the main Children's Library at 412 244-2944 or Eastridge Branch at 412 342-0056.

President Moore is canvassing for the "Hard Head Patrol" for free bicycle helmet coupon distribution for those ages one to twenty. Free Giant Eagle Cookie Cards are being distributed to children that already have helmets.

REPORTS FROM COMMITTEES

Capital Planning Committee – Ms. Macklin reported:

- Ms. Macklin reported that the Committee did not meet last month and it is awaiting information from the Borough Manager relating to debt service schedules for a bond issue.
- Ms. Macklin advised that the Finance Committee meeting was also cancelled and questioned the receipt of regular, monthly financial reports from the Finance Director.
- Ms. Macklin advised that the CD 38 pre-applications were submitted with major improvements planned if funding is received. Ms. Evans commented on the need to seek other revenue sources for major projects. Ms. Macklin questioned whose responsibility it is to identify those funding sources. Ms. Marcinko advised that the management review conducted under the EIP recommended that a position in the Finance Department be dedicated to grant administration. Ms. Macklin commented on the need for an Economic Development Committee to work on Comprehensive Plan recommendations.

Finance Committee – Mr. Cohn reported:

- The Committee did not meet in May.
- The next meeting is scheduled for June 16, 2011 at 9:30 AM. Meetings are open to the public.
- Mr. Cohn advised that he had asked the Finance Director to send regular monthly financial reports to Council regardless of whether the Committee meets or not.

Personnel Committee – Ms. Trice reported:

- The Committee met on May 11, 2011.

- The Committee agreed to recommend two reappointments to the Community Art and Civic Design Commission to Council.
- The Committee discussed filling the vacant Director positions in Code Enforcement and Public Works.
- The next meeting is scheduled for June 8, 2011 at 6:00 PM and is a closed meeting.

Ms. Trice advised that she attended the TCVCOG Board of Directors meeting on May 26, 2011. There was much discussion on the issue of natural gas drilling in Marcellus Shale. Ms. Trice questioned enabling legislation, Act 45, relating to delinquent taxes being paid to a municipality. Ms. McGrail advised that Portnoff Law Associates follows the procedure outlined and she will confirm this by email. The next meeting will be held on June 23.

Public Safety Committee Report – Mr. Lefebvre reported:

- The next meeting will be held on June 16, 2011 at 5:30 PM in Council Chambers

Parks & Recreation Committee – Ms. McCarthy-Johnson reported:

- A tour of the community parks was conducted and Council may want to consider relinquishing ownership of some of the smaller parks which are not being maintained. Additional evaluation is needed of all of the parks with consideration given to connectivity of parks via walking trails.
- Concerns relating to the condition of some of the trees at Hunter Park.
- Potential use for the pavilion at the former Semple School site.
- NMRWA is interested in assisting the Borough in looking at vacant lot maintenance strategies.
- Announced Art in the Park begins June 2, 2011 at 6:30 PM.

Ms. Macklin questioned where the event is being advertised. Ms. Evans advised that the WCDC has been assisting with advertising efforts for Art in the Park and that ads have been placed in summer event guides and newspapers. Posters and flyers were made and distributed. Efforts are also underway with the Port Authority to place ads at park-n-rides and on busses in the East Hills area. Ms. Evans advised that the WCDC is looking at developing a strategic plan for the organization for next year as well as a green and open space plan for the business district.

Ms. McCarthy-Johnson announced that the Wilkinsburg School District will hold their annual Fun Fest on June 4, 2011 at Turner Field. Ms. McCarthy-Johnson commented on limited attendance by members of the Parks & Recreation Advisory Board. Ms. Lamberto-Spell recently resigned and Patrick Shattuck is interested in serving. Ms. Macklin suggested placing an advertisement in the Wilkinsburg Sun for committee members for the Parks & Recreation Advisory Board. Mr. Cohn offered to handle this. The Parks and Recreation Advisory Board meet the third Thursday of every month at 5:30 PM.

REPORT FROM BOROUGH MANAGER

Ms. Marcinko stated that she would like to obtain a consensus from Council on how to proceed with the Early Intervention Program Phase II project. She reported receipt of a \$50,000 grant from DCED, with a \$25,000 local match, for implementation of key EIP Phase I recommendations. Additionally, funding has been received through DCED's Land Use Planning and Technical Assistance Program (LUPTAP) Grant in the amount of \$17,000 to update the zoning ordinance. The grant agreement does require proposals be obtained through the RFP process for the LUPTAP funding. For the EIP Phase II implementation, RFPs are not required to be issued provided there is a qualified consultant that is able and willing to do the work. This information was previously provided via e-mail.

Ms. Macklin commented that the Planning Commission recommended utilizing the RFP process to select a consultant for the zoning ordinance update and she is in favor of doing so. She questioned whether there is a local share required for this project and whether those monies were budgeted in 2011. Ms. Marcinko advised that the total project costs for both projects, which would include the local share, have been budgeted. Key recommendations from the EIP Phase I project were presented to DCED for the implementation project and they provided feedback as to which components would be acceptable for use of the funding.

Ms. Evans commented that she was in favor of working with Delta Development Group for the EIP Phase II. Mr. Cohn agreed with Ms. Evans and suggested to move the project forward.

A motion was made by Mr. Cohn, second by Ms. Evans, to enter into an agreement with Delta Development Group to perform the scope of work indentified in the Early Intervention Program (EIP) Phase II project.

Yes: Ms. Evans, Mr. Cohn, Ms. McCarthy-Johnson, Ms. Macklin, Mr. Lefebvre,
President Moore

Abstain: Ms. Trice

Motion carried 6:0 with one abstention

Ms. Macklin suggested that Delta Development Group consider using Kate Luxemburg's services for the sustainability portion of the EIP Phase II implementation project.

OLD BUSINESS

President Moore inquired as to the status of the Borough Manager's employment agreement extension. Ms. Trice commented that the Personnel Committee is waiting on

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responses from Council members on performance evaluations, goals and objectives. Ms. Evans commented that this matter was on the Personnel Committee's agenda at the last meeting.

A motion was made by Ms. Evans, second by Ms. McCarthy-Johnson, to extend the employment agreement of Marla P. Marcinko, Borough Manager until December 31, 2011.

Ms. Macklin commented that performance evaluations, goals and objectives are needed for all managers, including the Borough Manager. Mr. Lefebvre commented that Council members were asked months ago to evaluate the Manager's performance. Ms. Trice commented there are two outstanding reviews. Solicitor McGrail commented that the Manager's performance review is part of Council's responsibility and that members cannot be required to complete an evaluation and that Council can proceed without the other two evaluations. Ms. Evans commented that providing the Manager goals and objectives is important to her ability to do her job.

Yes: Mr. Cohn, Ms. McCarthy-Johnson, Mr. Lefebvre, Ms. Evans, Ms. Trice, President Moore

No: Ms. Macklin

Motion carried 6:1

Ms. Macklin questioned the status of the police officer hiring. Ms. Marcinko advised that background investigations are being performed and that they should be completed by the end of next week. Ms. Trice commented on the COG's efforts to establish a multi-municipal testing process. Ms. Evans believes this would be a benefit in establishing a larger pool of candidates. Ms. Marcinko commented that the process of establishing an eligibility list typically is a year-long process. Ms. Marcinko further commented that there has been a degree of lack of responsiveness on the part of other parties involved in the process and this matter requires discussion. Ms. Macklin questioned whether the Borough's Police Chief attends the Police Chief Advisory Committee meetings of the COG. Ms. Marcinko advised that she does not believe so.

Mr. Cohn requested an executive session to discuss personnel matters and contracts.

Council recessed to executive session at approximately 9:30 PM. Council came out of executive session at approximately 10:12 PM and the meeting was reconvened.

ADJOURNMENT

Being no further business, on motion by Ms. Evans seconded by Mr. Cohn, the meeting was adjourned at approximately 10:12 PM.

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Eugenia Moore, Council President