

**WILKINSBURG BOROUGH**  
**Planning Session**  
**March 6, 2013**

**CALL TO ORDER**

Vice-President McCarthy-Johnson called the meeting to order at approximately 6:32 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. Ervin, Ms. Goodman, Ms. McCarthy-Johnson and Ms. Macklin. Also present was Marla Marcinko, Borough Manager. President Cohn, Ms. Trice, Ms. Evans, Ms. Moore, and Mayor John Thompson were absent. A quorum was established.

**PLEDGE OF ALLEGIANCE**

Following the pledge of allegiance, a moment of silence was observed to remember victims of violent crime.

**PUBLIC COMMENT**

None at this time.

**CAPITAL PLANNING**

- 1. Approving Resolution No. 13-023 – Award Administrative Offices AC Project to Elk Air Conditioning, Inc. in the amount of \$38,920.**

Ms. Macklin asked for clarification of the offices included in the project. Ms. Marcinko stated all first floor administrative offices including the former Fire Chief's office.

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

**All voted in favor of the motion. Motion carried.**

- 2. Approving Resolution No. 13-024 – Award Police Area Renovations Project, with alternate bid, to Emmocon Corp. in the amount of \$105,663.40.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

Ms. Ervin asked if plans include the CID area with the answer being yes. Mr. Lefebvre asked if the Chief of Police agrees with the plan with Ms. Marcinko answering yes.

**All voted in favor of the motion. Motion carried.**

- 3. Approving Resolution No. 13-025 – Award Underpass Engineering Project to CDR Maguire in the amount of \$109,864.90.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Macklin

**All voted in favor of the motion. Motion carried.**

- 4. Approving projects for CDBG Year 40 pre-application process.**

Ms. Macklin inquired as to the proposed projects to be submitted. Ms. Marcinko commented that Council had discussed this at their meeting on February 6, 2013 and a listing of the proposed projects was included in the agenda packet.

**Moved:** Mr. Lefebvre

**Second:** Ms. Goodman

Ms. Macklin inquired if the streets listed for street reconstruction were CDBG eligible. Ms. Marcinko stated that they are eligible as they are located in a designated census tract. The proposed structures for demolition are in accordance with the prioritized listing in the Abandoned Structures Inventory.

**All voted in favor of the motion. Motion carried.**

### **GENERAL MATTERS**

- 1. Approving Settlement Agreement – Canine Officer compensation in the amount of \$35,375.00.**

**Moved:** Mr. Lefebvre

**Second:** Ms. Ervin

**All voted in favor of the motion. Motion carried.**

- 2. Approving request to seek funding for Penn Avenue Parklet Improvements Project.**

**Moved:** Ms. Goodman

**Second:** Mr. Lefebvre

Ms. Macklin commented that the design has not been discussed. She expressed concern with the elimination of the alley and believes businesses will be adversely affected. Vice-President McCarthy-Johnson commented that the throughway is not an adopted roadway and she views it remaining open as a hazard. Ms. Macklin stated that public comment should be received through a public meeting. Ms. Macklin doesn't object to a park but believes public comment on the design should be received. Ms. Marcinko commented that the only action being sought at this time is to authorize the solicitation for funding.

Ms. Trice and Mayor Thompson arrived at 6:45 p.m.

Ms. Macklin commented that public comment should be obtained prior to seeking funding.

Ms. Marcinko provided an update for Ms. Trice and Mayor Thompson and the vote pending before Council to seek funding for the Penn Avenue Parklet improvements.

**Yes:** Ms. Goodman, Ms. McCarthy-Johnson, Mr. Lefebvre

**No:** Ms. Trice, Ms. Macklin, Ms. Ervin

**With a tie vote, Mayor Thompson voted in favor of the motion.**

**Motion carried 4:3**

### **3. Proposed amendments to ordinance relating to livestock and poultry.**

Vice-President McCarthy-Johnson explained the item is pulled from the agenda due to President Cohn's absence. Ms. Ervin questioned whether discussion could go forward and Ms. McCarthy-Johnson did not see that as advisable as the matter is being raised by President Cohn.

Ms. Macklin questioned whether the meeting is a Capital Planning Committee meeting or a Legislative meeting. Ms. Marcinko responded that the meeting is advertised for the purpose of addressing Capital Planning, Public Safety, and General Matters.

Ms. Macklin commented on actions being taken without discussion or action by full Council. She commented on her three-year effort to get the Princeton Park Pillars repaired. She commented that action was taken by the Borough Manager to remove lights on Mifflin Ave without consultation with Council. Ms. Macklin expressed concerns regarding expenditures of funds without Council approval or discussion.

Ms. Moore arrived at 6:50 p.m.

In the future, Ms. Macklin requested that matters be presented to full Council prior to the expenditure of funds.

Ms. Ervin inquired as to whether this will be the process followed in going forward. She stated that Borough employees should not spend money without prior Council approval. Mr. Lefebvre commented that it is his experience that departments do not receive Council approval prior to making expenditures. He commented that the Police Department and the Department of Public Works each have budgets and the ability and authorization to make purchases. Vice President McCarthy-Johnson questioned whether it is being suggested that every department seek approval from Council for every expenditure. Mayor Thompson interpreted the concern of Ms. Macklin to be over the process, policy and procedures for expenditures and consistency in their application. Ms. Marcinko commented on the process followed for the Princeton Park Pillar repairs. Ms. Marcinko stated that she instructed the Borough Engineer to obtain three quotes and

authorized a contract to the lowest responsible bidder. There was no vote of Council for this expenditure.

Vice-President McCarthy-Johnson asked about portable toilets for the parklet function. Portable toilets are placed in public areas April 1<sup>st</sup> thru October 1<sup>st</sup>. Ms. Marcinko explained that the Parks and Recreation Advisory Board is asked to review and approve or deny requests for use of public park facilities. Ms. Marcinko and Chief Coleman can act in their stead once a direction is issued by the Board.

Mayor John Thompson announced that a Boy Scout initiative is in place in the Borough with eight boys attending consistently. Meetings are every Tuesday at St. Stephen's at 6:30 p.m. Adult volunteers are being recruited.

Mayor Thompson announced that MADDAD's will be receiving an award on March 13, 2013. A dinner will be held at the Lemont Restaurant. Tickets can be obtained by contacting George Spencer at 412 225-0139.

Mayor Thompson announced that the annual Pittsburgh Symphony Orchestra Concert will be held on May 24, 2013. This concert is the 10<sup>th</sup> concert in Wilkinsburg. Mayor Thompson is planning a community-wide picnic on the 24<sup>th</sup> with a service on the 25<sup>th</sup>.

Chief Coleman is looking for mentors for "Catching Fire", a program through Covenant Fellowship Church in cooperation with Family Guidance. Contacts for this program are Pastor P. Smith or Becca.

Mayor Thompson requested a brief executive session to discuss a personnel issue.

Wilbert Wright, 1315 Clark St, inquired as to where to report unpaid school taxes. He was directed to the school board.

### ADJOURNMENT

Being no further business, on motion by Ms. Goodman, second by Mr. Lefebvre the meeting was adjourned at approximately 7:10 P.M.

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Vanessa McCarthy-Johnson, Vice-President