

**BOROUGH OF WILKINSBURG COUNCIL MEETING**  
**Planning Session**  
**February 3, 2010**

**CALL TO ORDER**

President Moore called the meeting to order at approximately 7:10 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. Evans, Ms. Trice, Mr. Cohn, Mr. Lewis, Ms. McCarthy-Johnson, Ms. Macklin and President Moore. Also present was Isobel Storch, Esquire from the Law Offices of Patricia McGrail. Absent were: Mayor John Thompson and Borough Manager Marla P. Marcinko. A quorum was established.

**PLEDGE OF ALLEGIANCE**

President Moore requested that a moment of silence be observed for Haiti and for the homeless in the United States. She also asked Council members and the audience to look out for their neighbors, especially the elderly.

**PUBLIC COMMENT**

**Brian Maloney – Eastern Area Pre-Hospital Services** – Congratulated Michael Lefebvre and Pamela Macklin as new members of Council. Mr. Maloney reported that the total number of calls for the year 2009 was 10,889. Total calls for the year 2009 in Wilkesburg were 3,764 calls. The average response time for emergency calls in year 2009 was six minutes, forty nine seconds. Non-emergency response time for year 2009 was nine minutes and forty seven seconds. For the month of January, 2010 there were three hundred thirty five (335) calls with the average emergency response time being six minutes forty seven seconds (6 min. 47 sec.). Mr. Maloney assisted with Food Bank distribution and provided six hundred (600) flu shots and four hundred fifty (450) H1N1 vaccinations free of charge to the public. EAPHS has approximately sixty (60) H1N1 vaccinations left.

**Barbara Hoffee – 1440 Summit St.** – Stated that she is having an issue with refuse collection service. She commented that Code Enforcement, the Operations Manager and the Borough Manager have not been responsive to her requests for service. She stated that her street did not get salted for three days.

**SPECIAL PRESENTATION**

**Michael Sriprasert** – Mr. Sriprasert represents Pittsburgh History and Landmarks Foundation and a subsidiary company called Landmarks Community Capital Corporation. Mr. Sriprasert presented the plan for park improvements at the Penn Avenue Parklet. Funds were raised for lighting improvements and there is a plan for a second phase. Phase I will include pruning and trimming of existing trees in the park. The proposal includes relocating the next to the H & R Block building for stadium type seating.

Ms. Macklin questioned if there will be a noise buffer on the wall near H & R Block. Mr. Sriprasert commented if noise is a concern he will be willing to work with Council to resolve those concerns. Ms. Evans commented that her husband is a sound engineer and she will ask him to take a look at the drawings and comment. Ms. Ervin questioned whether there are apartments above the H & R Block Building. Ms. Macklin commented that the Planning Commission had reviewed the proposal with the proposed closure of the alley way being the primary concern. Mr. Cohn questioned if a stage area relieves the need for another stage.

Ms. Macklin expressed appreciation for the contributions to the Borough from Pittsburgh History and Landmarks Foundation and Landmarks Community Capital Corporation, with primary concerns for the businesses in the Business District.

**Debby Grass – Delta Development Group** – Commented that she is in attendance to discuss the recommendations for committee structure from the Management Review of General Government.

Ms Grass commented on the need for the Finance Committee to focus on policy/decision making and not staff functions such as bill list review.

The Management Review recommends the elimination of the Personnel Committee. These functions should be handled by trained, professional staff. There is also redundancy as it is necessary to review most issues with full Council in executive session.

The Public Safety Committee should be retained with the focus to be on longer range policy issues.

It is recommended that the Economic Development Committee be restructured and tasked with addressing neighborhood development issues.

It is recommended that the Infrastructure Committee be renamed the Capital Planning Committee with the responsibility of refocusing on long-term capital planning efforts.

Citizen advisory boards, such as the Parks & Recreation Advisory Board, should not perform independent work and are intended to be advisory in nature to Council.

The review further recommends that all Committee meetings be advertised and open to the public in the interest of transparency.

Mr. Lewis stated that he felt the elimination of the personnel committee would be a mistake and that establishing and examining policy are best addressed through committees.

Discussion followed regarding Council's ability to review policies, employee contracts, discharge and discipline.

Ms. Grass commented that the recommendations included in the Management Review of General Government were intended to assist Council in moving toward a greater policy-making role/function.

Ms. Evans commented on the efforts of the last Council in developing legislative goals and objectives for 2008-2009.

Ms. Ervin commented on reviewing bill lists after the services have already been rendered.

Mr. Cohn commented that Council review can provide a needed safety net in the event a Finance Director or other key administrator leaves the employment of the Borough.

President Moore and Ms. Macklin commented on the need for customer service training.

Ms. Ervin questioned the change from an "Infrastructure Committee" to "Capital Planning" Ms. Grass commented that it is recommended that this Committee play a greater role in and focus on long-term capital planning efforts. It is recommended to broaden the mission of this Committee to develop a five-year plan for projects, which would be reviewed annually, and recommendations for revenue sources to support those projects.

President Moore questioned the status of the Junior Council Member program. Mr. Lewis suggested restructuring the program to make it more viable.

Ms. Macklin suggested the need for an Economic Development Committee to develop district projects and programs.

## **RESOLUTIONS**

A motion was made by Ms. Ervin, second by Ms. Trice to remove from the table the former motion to open committee meetings.

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

**Motion carried**

Council discussed the need to establish guidelines for public comment periods.

A motion was made by Ms. Macklin, second by Ms. Ervin, to open committee meetings to the public and all Council members and to advertise them to be held on specific dates at specific times.

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

**Motion carried**

**Report from Council President-**

- President Moore opened discussion on the proposed resolution establishing Rules of Conduct for Council Meetings and dealing with the general public when addressed with individual issues of constituents.
- President Moore opened discussion about the process for the development of legislative objectives for 2010-2011.

**ADJOURNMENT**

Being no further business, on motion by Mr. Lewis, second by Mr. Cohn, the meeting was adjourned at approximately 10:45 PM.

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Eugenia Moore, Council President