

WILKINSBURG BOROUGH COUNCIL MEETING
Capital Planning Work Session
May 4, 2016

Call to Order

President Shattuck called the meeting to order at approximately 7:44 p.m. in Council Chambers, second floor of the Municipal Building, 605 Ross Avenue, Wilkinsburg, PA 15221.

Roll Call

The roll was called to establish a quorum. Present were Ms. Garrett, Ms. Grannemann, Mr. Lefebvre, Ms. Macklin, Ms. McCarthy-Johnson, Mr. Rose, Mr. Taiani, Ms. Trice, President Shattuck, Solicitor Mike Witherel, and Amanda J. Ford, Assistant Borough Manager. Absent – Mayor Thompson. A quorum was established.

Pledge of Allegiance

Following the Pledge of Allegiance led by President Shattuck, a moment of silence was observed in remembrance of victims of violent crimes.

Public Comment

- 1) Todd Winnor – No Address provided – Spoke regarding Green Street Park on the agenda. Advised that he didn't know what was going on with the property when he purchased it. Is willing to discuss and is open to suggestions.
- 2) Jack Murray – 543 Braddock Ave, East Pittsburgh – Regarding Green Street Park on the agenda. Reiterating that the zoning hasn't been changed, the plans submitted meet the zoning requirements in place currently.
- 3) Kate Luxemburg – 432 Rebecca Ave – Regarding 800 block, Penn Avenue rear. Removal of debris include removing the partially collapsed garages.
 - Mr. Shattuck advised that the bid will include removal of the partially collapsed garages.
 - Kate also advised that Mr. Winnor was aware that the property was a park when purchasing from the Wilkinsburg School District.
- 4) Pete Vitelli – 533 Peebles St. – Regarding Green Street Park. Expressing his opposition to the plans to remove the park.
- 5) Michael Jehn – 527 S. Trenton – Regarding Green Street Park. Expressing his opposition to the plans to remove the park.
- 6) Terri Supowitz – 310 Hay St. – Regarding Green Street Park. Expressing her opposition to the plans to remove the park. Suggested that they rebuild abandoned homes.

Agenda Items

- Discussion regarding 430 South Avenue for Conditional Use – Full Council.
- Mr. Taiani – Has concerns regarding parking and traffic in the sense of a single family home being converted to a 3-unit property. Would be more open to making the property a duplex. Would like to encourage more property ownership and steer away from renting within the borough.
- Mr. Witherel – No objections, per Code Enforcement, this meets all ordinances.
- President Shattuck – Property is permitted as conditional use, has adjacency to the busway. All conditions have been met

Motion: Ms. Grannemann

Second: Ms. Macklin

A vote 7 – 2; Motion carried.

- Discussion regarding Green Street Park Subdivision Plan – Full Council
- Mr. Lefebvre – Read from the Zoning ordinance and Comprehensive Plan to support his stance on Green Street Park.
- Executive session at 8 PM. Returned from Executive session at 8:27 PM.
- *Motion to deny the Subdivision Plan*

Motion: Mr. Taiani

Second: Mr. Lefebvre

A vote 8 – 1 abstain; Motion carried.

- Discussion regarding Jadell Minniefield construction services, Inc. for removal of debris in the rear properties located in the 800 Block of Penn Avenue in the amount of \$8,000.00 – Code director.

Council consensus to authorize and accept the bid of Jadell Minniefield Construction to remove debris and to place liens on the properties. Will revisit next meeting.

- Approving resolution No. 16-045 – Offering Condition of employment to Moses Workman as Clerk/Secretary (Manager’s Office) effective May 10, 2016.

Motion: Mr. Lefebvre

Second: Ms. Grannemann

A vote 9 - 0; Motion carried.

- Approving resolution No. 16-046 – Approving Michael Zrenchak’s proposal for the Maintenance of Beacon Hill Stormwater Detention Facilities in the amount of \$3,500.00.

Motion: Mr. Lefebvre

Second: Ms. Grannemann

A vote 9 - 0; Motion carried.

- Approving resolution No. 16-047 – Street Closure for Milestone Centers Inc. – Dedication in Memory of CEO, Barbara Conniff.

Motion: Mr. Lefebvre

Second: Ms. Grannemann

A vote 9 - 0; Motion carried.

- Approving Resolution No. 16-049 – Appointing Amy W. Staggs – CACDC.

Motion: Ms. Grannemann

Second: Mr. Lefebvre

A vote 8 - 0; Motion carried.

- Approving Officer Ronald Waz Honorable Discharge effective May 4, 2016.

Motion: Ms. Grannemann

Second: Mr. Lefebvre

A vote 9 - 0; Motion carried.

Council Committee Reports

- Administrative Committee – Patrick Shattuck
 - Received better understanding of the CDC’s plans
 - Hosanna house will be here next week to discuss their plans
- Blight Committee – Patrick Shattuck
 - Discussed the clean-up and demolition of old garages on the 800 Block of Stoner Way and the support from Allegheny County
- Capital Planning – Patrick Shattuck
 - Improvements planned and budgeted. Meeting set for Monday 5/9/16 to meet with architects to look into redesigning the 1st floor of the borough building.
 - Reclaiming land that was fenced off adjacent to Park Avenue Park.
 - Storm-water drain clean-out.
 - Eastridge Library, grant awarded from the Local Government Academy and Alcoa Foundation for pro-bono technical assistance. Requested assistance to update the 2007 Sustainability Study for the borough building, to include the Public Works, and the Eastridge Library.
 - Upgrades to parking enforcement hardware, upgrades to cars for traffic violations, parking tickets to be paid via credit card, upgrades to parking meters to accept credit cards.

- Finance Committee – Michael Lefebvre
 - Reviewed March financial reports.
 - Special labor council expenditures are high but not over budget.
 - Expenditures are down 36%, revenues are up 14%
 - Emergency demolition fund over budget by ~\$3,400 due to the fire at South & Pennwood. May request additional funding from the county.
 - Cleaning personnel, RFP being submitted for new cleaning companies.
 - Travel expense policy – Ms. Macklin to draft a policy following the government guidelines.
 - Library budget – 4 new positions available in the library; Project manager and Junior Circulation. Looking to fill 2 positions internally.
 - Next finance committee to be held Monday, May 9th at 4 PM.
- Constituent and Community Relations Committee – Pamela Macklin
 - Earth day clean up April 23rd was a success.
 - Will try to utilize volunteers in the future to assist with abandoned property cleanup.
 - Working with the Chamber of Commerce for future events.
 - Next meeting will be Thursday, May 12th at 10 AM.
- Personnel Committee – Paige Trice
 - Friday April 1st, staffing was discussed and the employee manual will be re-typed.
- Policy & Procedure Committee – Pamela Macklin
 - Will focus on the administrative area of policies and procedures, starting with ordinances and permits.
- Public Safety Committee – Kate Grannemann
 - Met on April 18th, next meeting is Monday, May 16th at 4 PM.
 - The police department applied for a grant for police vests. The current vests expire this year.
 - Preparing a grant request for \$175,000 for car and body cameras
 - Police department will receive approximately \$250,000 in drug forfeiture money from Allegheny County.
 - The Chief has written to the attorney to arrange exams for officers to replace the officers that have left the department.
 - Mr. Hitchens from the EAPS reports that the Narcan training has been completed and UPMC will continue to provide the Narcan.
 - Emergency services will be added to the email list for the Public Safety Committee
- Social Media and Promotions Committee – Marita Garrett
 - Facebook page launched April 22nd
 - Looking for local website developers
 - Next meeting will be May 10th at 1 PM.
- Special Events Committee – Vanessa McCarthy-Johnson
 - June 16th – Celebration for the train station, opening day of the Free Market, and Art in the Park.
 - Waiting for an update on Community Day from the Mayor.
 - A movie night in the park is in the works.

Public Comment

1. Ellen Kitzerow – 527 Coal Street – Comments that it would be helpful to have a more detailed agenda available before the meeting. Requesting for a 3-way stop sign to be put up at Woodworth & Coal.

Old Business

- None

New Business

- Mr. Taiani – Larger residential structures that maintain their own garbage. Suggests looking into requiring that dumpsters are put in enclosed areas, away from the view of the public.
- Ms. Macklin – Suggests coming up with a building maintenance plan regarding the current conditions of the Eastridge Library
- Ms. Garrett – Suggests discussing the Civil Service Commission
- DPW – Yard waste pickup is May 14th, for leaves, branches, grass, etc...

Adjournment

Meeting Adjourned at 9:02 p.m.

Patrick M. Shattuck
President Council