

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Capital Planning Work Session**  
**MINUTES**  
**February 3, 2016**

**Call to Order**

President Shattuck called the meeting to order at approximately 7:10 p.m. in Council Chambers, second floor of the Municipal Building, 605 Ross Avenue, Wilkinsburg, PA 15221.

- President Shattuck – Opening statement apologizing for the late start of tonight’s meeting, due to a scheduled public hearing.

**Roll Call**

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

**Pledge of Allegiance**

Following the pledge of allegiance led by President Shattuck, a moment of silence for Wilkinsburg K-9 Jarko Officer passed away unexpectedly as a result of complications from surgery, Port Authority K-9 Aren Officer and the Mr. Kelly whom both lost their lives during the recent tragic event.

**Public Comment**

None.

**Agenda Items**

1. Approving Ordinance No. 2946 – Amending Chapter 200 of the Borough of Wilkinsburg Code, relating to property maintenance.
  - Eric Parrish, Code Enforcement Director – Explains the amended sections of the Borough Code that covers health and safety regulations to improve quality of life.

***Motion: Mr. Lefebvre***

***Second: Ms. Macklin***

***A vote 9 – 0; Motion carried.***

2. Approving Ordinance No. 2947 – Authorizing the Borough of Wilkinsburg to enter into an agreement with other member municipalities of the Turtle Creek Valley Council of Governments to establish a Property Maintenance Code Joint Board of Appeals as required by the International Property Maintenance Code.
  - Eric Parrish explains that this ordinance will allow for an appeal process for property inspections.

***Motion: Ms. Trice***

***Second: Ms. Garrett***

***A vote 9 – 0; Motion carried.***

3. Discussion regarding Ordinance No. 2948 – Adopting the Cooperative Agreement between the Borough of Wilkinsburg and the City of Pittsburgh Garbage Collection and other related services.
  - President Shattuck references a few comments made by himself and Ms. Macklin regarding the scheduled reimbursement payments on Page 6; Paragraph 6A.
  - Assistant Borough Manager commented that contact was made with the City Attorney Mackler addressing that issue and it will be corrected immediately. This item will be placed on the agenda for approval next week.
  - Ms. Macklin informs the public that the City of Pittsburgh is under Act 47; therefore allowing a 5 year contract with reasonable costs in services for our community.
4. Discussion regarding General Liability and Police Professionals Insurance renewal.
  - President Shattuck references an insurance broker Rick Scott, EHD who presented back in October and met with Ms. Macklin and the Assistant Borough Manager for future insurance services.
  - Amanda Ford – Checking in with the Solicitor; insurance brokers are considered professional services and there is no need for RFP's to change to another broker.
  - Further discussion follows.
  - Council consensus to continue with our current brokers for the two policies up for renewal and then notify them of our termination of them as our exclusive agent and seek other proposals for insurance agents.

***Motion: Ms. Macklin***

***Second: Ms. Grannemann***

***A vote 8 – 1; Motion carried.***

5. Discussion regarding the Historic Preservation Survey.
  - President Shattuck update regarding the demolition of the Penn Lincoln Building – Survey of the business district to determine historic preservations eligibility. Boundaries were assessed to expand other historic buildings within the historic business district they are of the following: Rebecca Ave to Wood St; St. James Church complex to Mulberry Church;

Franklin Ave up to Center St.; including PUCS and the former YWCA; Coal St. to Wallace Ave (including the three (3) historic school buildings and other churches that falls within the boundaries.

- A meeting was called by the state National Historic Preservation to meet and bring all parties up to date.
- We were originally obligated for extending the boundaries; and a financial incentives of \$8-\$10,000 for a tax credit benefit.
- The National Historic Preservation Foundation is seeking a consensus from this council to spending up to \$8-\$10,000 to move forward. The current contract is roughly \$48,000.
- There is a motion for Council to contribute up to \$10,000 to expanding the historic district survey and potential national registered district listing not to exceed \$10,000.

***Motion: Ms. McCarthy-Johnson***

***Second: Ms. Macklin***

***A vote 9 – 0; Motion carried.***

6. Discussion regarding an update on the preparation of the Intergovernmental Emergency Management Plan – Councilwoman Kate Grannemann
  - Public Safety Committee met with City of Pittsburgh officials to complete the plan. The City of Pittsburgh will serve as our Emergency Management Service provider. Ray DeMichiei will serve as the Borough’s Coordinator.
  - Chief Coleman provided a packet Police Department seeking In-Car Cameras, Parking Meter Ticketing & Collection equipment possible funding through Capital Planning.

**Public Comment**

- 1) Kim Brown – 1372 Traymore Avenue – Borough employee – Requested that the stop sign be removed at the top of Hill Avenue.
  - Borough Engineer will need to conduct a traffic study before approving the stop sign to be relocated onto Princeton Blvd. and make a recommendation.
- 2) Linda Atkins – 2021 Kendon Drive – Requested information on the new street lighting plans.
  - Duquesne Light is soon to install LED Street Lighting along Pennwood Avenue.
  - Duquesne Light is also gathering information on the LED lighting that would be a cost savings for the Borough because of the energy efficient capabilities.
  - Ms. Macklin comments on conversation with Senator Costa regarding the possibility of tariffs rates legislation under consideration through the PUC.

## **Old Business**

None.

## **New Business**

- Ms. McCarthy-Johnson – Comments on the devastation of her neighborhood after witnessing the tragic incident loss of two lives that occurred with K9-Officer Aren and Mr. Kelly.
- Neighbors are complaining of PTSD symptoms. A community Forum will take place on February 9<sup>th</sup> 2016 at 6-6:30 pm in the Council Chambers for Victims of Violent Crimes counseling and social workers to serve as liaison to assist with counseling.
- Communication with Port Authority to have someone come in and talk about safety issues near the Hamnett Station. There will be no discussion of the investigation. Please tell your neighbors.
- Ms. Garrett – CONNECT update on upcoming event Resilient Pittsburgh.
- The next Wilkinsburg Community Conversation scheduled for February 11, 2016 from 6:00p – 8:00p at the Hosanna House.
- Vacant Home Tour scheduled for May 7, 2016, Saturday from 11:00a-3:00p. Looking for feedback so please share your ideas.
- Banner Community Award – Application was submitted on January 31, 2016 to seek a second opportunity.
- Mr. Taiani – Bicyclist fatally killed on Ardmore Blvd. More police presence to conduct traffic stops are necessary along this roadway.
- Mr. Lefebvre – A couple of things.
  - Final numbers for 2015: Revenue (over) \$176,000; Expenses \$476,000 (under budget). Total Fund balance for 2016 1,268,000.00 million.
  - We passed a budget that was in the red. In 2016 we need to keep expenses down and do whatever we can to increase revenue. Our work is cut out for us.
  - A decision is needed on a recommendation to MBM; next Wednesday we need to act. Any question please call me or email.
  - MSF Fee – Decision needed by Wednesday whether or not to increase MSF Fee. We need to change our collection date to February instead of April.
    - Further discussion follows.
    - We need to vote on this next week.
- President Shattuck – announces a brief executive session and there will be no action taken.

## Adjournment

- President Shattuck – Meeting is adjourn.

Time: 8:26 p.m.

Executive Session Starts – 8:35 p.m.

Executive Session Ends – 9:01 p.m.

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Patrick M. Shattuck  
President Council