

WILKINSBURG BOROUGH COUNCIL MEETING
Capital Planning/Budget Work Session
December 7, 2016

Call to Order

President Shattuck called the meeting to order at approximately 7:05 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 Mr. Diamond, Ms. Garrett, Mr. Lefebvre, Ms. Macklin, Ms. McCarthy-Johnson, Mr. Rose, Mr. Taiani, Ms. Trice, President Shattuck, Donn Henderson – Borough Manager, Amanda J. Ford – Assistant Borough Manager, and Mayor John 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. None

Agenda Items

1. Discussion regarding Worker's Compensation Insurance renewal.
 - a. Bids received from State Worker's Insurance Fund (SWIF) and Wesco Insurance Company.
 - b. Low bidder was Wesco Insurance Company with a bid of \$260,168.
 - c. Consensus of Council to move forward with Wesco Insurance Company.
2. Discussion regarding 2017 Alcosan Sewer Rates Increase.
 - a. The Alcosan increase will be roughly \$10.28 more per household with average water usage.
3. Discussion regarding Council meetings and all others schedule meetings for 2017.
 - a. Council meetings will be held on the 1st and 2nd Wednesday of each month at 7PM.
 - b. There will be an Administrative Council meeting every quarter on the 3rd Wednesday (Jan., Apr., July, and Oct.) at 7PM.
4. Discussion regarding Authorities, Boards, and Commissions.
 - a. New applications will be reviewed in a more timely fashion.
 - b. Individuals that have seats that will be expiring soon will be notified.
5. Discussion regarding Traffic Study on Wood Street (Two-Way Direction)

- a. Councilwoman Macklin wants to consider consulting with emergency services before converting Wood Street into a 2-way street.
6. Discussion regarding replacement of floor in Council Chambers
 - a. Borough Manager would like to remove the chairs and get the flooring re-done to make better use of the room. Would also like new chairs that aren't attached to the floor.
 - b. Suggestions were made to also consider getting new paint, carpeting, and a projector installed.
 - c. Consensus of council to allocate funds for the renovation of Council Chambers.
7. Discussion regarding DJ Demolition bid submission for the Bond Demolition project.
 - a. DJ Demolition is currently contracted with the Borough of Wilkinsburg on a separate demolition job and was unable to attend the mandatory pre-bid meeting. DJ Demolition is requesting that their bid be accepted due to a situation preventing them to attend.
 - b. Consensus of council to allow DJ Demolition bid submission to be accepted and reviewed with the others.
8. Authorize Manager to proceed with changing of Employee and Retiree Hospitalization Coverage from UPMC and Highmark to United Healthcare through TEC Benefits.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 9 – 0; Motion carried.

9. Authorize renewal of Public Officials and Employment Practices Liability Insurance with Western World-Stratford Insurance.

Motion: Ms. Macklin

Second: Vice-president Garrett

A vote 9 – 0; Motion carried.

10. Council Committee Reports:
 - Administration Committee
 - Nothing to report
 - Blight Committee
 - Current demolition projects discussed.
 - 12 Engineering firms responded the 800 Block of Penn Ave for Historic Preservation
 - Multi-Modal Transportation funds awarded in the amount of \$350,000 to renovate the Ardmore Wall. Press release coming soon.
 - Budget and Finance Committee
 - Monthly financial reports discussed.
 - Revenues are higher than expected and expenditures are lower than expected.
 - Projected fund balance for the end of 2016 is approximately 1.7 Million dollars.
 - Discussed increasing the Municipal Service Fee for 2017.
 - Capital Planning Committee

- Met with the architects for the renovations to the administrative offices.
- Salt shed repairs are nearing completion.
- Decorative street lights have underground wiring.
- Constituent and Community Relations Committee
 - 200 volunteers came to the borough to help clean up some blighted properties.
 - 20 workers from Americorp came to the borough to clean up 2 blocks.
 - Looking for opportunities to board up openings in abandoned properties and painting the boards possibly in spring.
- Personnel Committee
 - Employee manual is still being worked on. The goal is to have it completed by the end of the year.
- Policy and Procedure Committee
 - Nothing to report.
- Public Safety Committee
 - Progress has been made in enforcement of the loitering ordinance.
 - Trying to catch up with the firefighters that were injured to honor them.
- Social Media and Promotions Committee
 - Pictures were taken for the new website.
 - First drafts will be sent over from Imagebox shortly for the new website.
- Special Events Committee
 - Nothing to report

Public Comment

1. None

Old Business

- Reminder: Holiday Parade – December 10th, 2016
- Municipal Service Fee – We would need to increase the MSF Fee to cover the cost of doing business and no longer be at a large deficit.
 - Motion to increase the MSF Fee from \$190 to \$200.

Motion: Mr. Lefebvre

Second: Mr. Rose

A roll call vote 5 yes (Mr. Diamond, Mr. Lefebvre, Ms. McCarthy-Johnson, Mr. Rose, Mr. Shattuck) – 4 no (Ms. Garrett, Ms. Macklin, Mr. Taiani, Ms. Trice); Motion carried.

- PIB (Pennsylvania Infrastructure Bank) Loan – Authorization to accept the \$2 Million PIB Loan with payments starting in 2018.

Motion: Ms. Macklin

Second: Ms. Garrett

A roll call vote 7 yes (Ms. Macklin, Ms. McCarthy-Johnson, Ms. Trice, Ms. Garrett, Mr. Lefebvre, Mr. Rose, President Shattuck) – 2 no (Mr. Diamond, Mr. Taiani); Motion carried.

- Reminder: Police Department Annual Holiday Party – December 15, 2016 from 12:00 P.M. – 2:00 P.M.
- Reminder Borough Employees and Council Holiday Party – December 22nd, 2016 from 5:00 P.M. – 8:00 P.M.

New Business

- Clogged sewer drain at the corner of Whitney & Mifflin.
 - Already being looked into.

Adjournment

- President Shattuck – Announces a public hearing to be held for condemnation to be held prior to next week’s council meeting for 21 properties at 5:30 P.M.

Meeting Adjourned at 8:05 P.M.

Patrick M. Shattuck
President Council