

WILKINSBURG BOROUGH COUNCIL MEETING
Administrative Work Session
June 7, 2017
Minutes

Call to Order

President Shattuck called the meeting to order at approximately 7:02 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, Mr. Rose, Ms. Trice, President Shattuck, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager. Absent was Ms. Macklin, Ms. McCarthy Johnson, Mr. Taiani, 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.

Presentation

1. WCDC – Tracey Evans, Train Station update.
 - a. Fundraising has gone very well – \$3.3m raised, grant received for \$800k. Total as of now is about \$4.2m.
 - b. 3 Phase remodel method: Environmental abatement and securing the building, Estimates for interior and exterior of the building.
 - c. Seeking consensus of council to further proceed with acquisition of the building. (Mortgage, promissory note, etc...)
 - d. Motion to proceed with the acquisition of the Train Station.

Motion: Mr. Lefebvre

Second: Vice-President Garrett

A vote 6 – 0; Motion carried.

- e. On June 15th, the architects will be touring the building. Invite extended to council to tour. Patrick suggested a tour before the next council meeting.

Public Comment

1. N/A

Agenda Items

1. **Resolution No. 17-037** – Conditional Offer of Employment for Library position to Jeffrey Muster as Adult Assistance Services salary of \$28,038.00.

Motion: Mr. Lefebvre

Second: Vice-President Garrett

A vote 6 – 0; Motion carried.

2. **Resolution No. 17-039** – Reappointing Timothy Morris – WAC

Motion: Mr. Lefebvre

Second: Ms. Trice

A vote 6 – 0; Motion carried.

3. **Resolution No. 17-040** – Reappointing Rose Duggan – WAC

Motion: Mr. Lefebvre

Second: Ms. Trice

A vote 6 – 0; Motion carried.

4. **Resolution No. 17-041** – Cargill, Inc. Rock Salt Extension Agreement.

Motion: Vice-President Garrett

Second: Ms. Trice

A vote 6 – 0; Motion carried.

5. **Resolution No. 17-042** – Park Permit Use – Penn Avenue Parklet – RCCG Living Spring International – Emmanuel Danso.

Motion: Mr. Lefebvre

Second: Vice-President Garrett

A vote 6 – 0; Motion carried.

6. **Resolution No. 17-043** - Banner Application for Hosanna House, Inc. from June 14th thru July 5th 2017.

Motion: Mr. Lefebvre

Second: Mr. Rose

A vote 6 – 0; Motion carried.

7. **Resolution No. 17-044** – Banner Application for Wilksburg Chamber of Commerce – Open Farmer’s Market from June 2017 thru end season.

Motion: Mr. Lefebvre

Second: Ms. Trice

A vote 6 – 0; Motion carried.

8. **Resolution No. 17-045** – Conditional Offer of Employment to Thomas Yarnall for Summer Recreation Youth Program at hourly rate of \$18.00.

Motion: Mr. Lefebvre

Second: Mr. Rose

A vote 6 – 0; Motion carried.

9. **Resolution No. 17-046** – Awarding A. Liberoni, Inc. as low bidder for paving project in the amount of \$1,080,705.77.
 - a. Approximately \$900k left in the PIB loan to fund street paving. Will be reserved in a second round of paving with streets yet to be determined.

Motion: Vice-President Garrett

Second: Mr. Lefebvre

A vote 6 – 0; Motion carried.

10. **Resolution No. 17-047** – Park Permit Use – Hunter Park Pavilion – Michael Millberger.

Motion: Mr. Lefebvre

Second: Vice-President Garrett

A vote 6 – 0; Motion carried.

11. **Resolution No. 17-048** – VPRP Application for Hunter Park Properties.
 - a. This would be to acquire several properties in the Hunter Park Area in order to extend Hunter Park and add-on some extreme sports areas.

Motion: Mr. Lefebvre

Second: Vice-President Garrett

A vote 6 – 0; Motion carried.

12. Handicap Parking Permit – 707 Pitt Street – William Leverette.

Motion: Mr. Rose

Second: Ms. Trice

A vote 6 – 0; Motion carried.

13. Discussion regarding Sierra Club Public Property Use – Barbara Grover.
 - a. No motion to allow use of Council Chambers is necessary. Information on application is unclear, will touch base with applicant and re-discuss this event at the next council meeting.
14. Discussion regarding sidewalk maintenance in front of Kelly Elementary School.
 - a. The sidewalks surrounding Kelly School are in need of maintenance and are the borough's responsibility. Eric Parrish to discuss further with the school's hired architect.

15. Council Committee Reports:

- Administration Committee – Full Council
 - Nothing to report
- Blight Committee – Patrick Shattuck, Chair
 - Demolition contracts were discussed.
 - Recent job placed out for bid only had 1 response. Awaiting contact from the county to confirm if we can accept the bid.
- Budget and Finance Committee – Michael Lefebvre – Chair
 - Discussed April Financial Reports, all is well.
- Capital Planning Committee – Patrick Shattuck, Chair
 - Met with HRG Engineers, discussed renovations to the Ardmore wall.
 - The wall is stable, the poles coming from the wall are not secure. They will be removed and replaced with much better looking and more secure railings.
 - Repairs discussed for some of the parks.
 - Eastridge Library to be reviewed by LGA Partners in order to begin process of restoring the main floor.
- Constituent and Community Relations Committee – Pamela Macklin, Chair
 - Several students to come in soon to work with DPW.
- Personnel Committee – Paige Trice, Chair
 - Discussed staffing of DPW
 - Discussed hiring another Code Enforcement Officer
- Policy and Procedure Committee – Pamela Macklin, Chair
 - Nothing to report
- Public Safety Committee – Michael Rose, Chair
 - Discussed installing a No Thru-Way Traffic sign between William Penn and Old Gate Rd.
 - Covered tree disaster post recovery plan
 - Training for political figures in the event of a crisis/disaster.
- Social Media and Promotions Committee – Marita Garrett, Chair
 - Nothing to report.
- Special Events Committee – Vanessa McCarthy-Johnson, Chair
 - Art in the Park concert list has been filled.
 - Movies in the Park have been organized.
- Borough Manager’s Report – Donn Henderson
 - Movie listings will be changed due to a Disney blackout.
 - Park It! Recreation kickoff to be held on June 19th.
 - Emergency demos held off with the COG are to proceed.
 - Land trust grant was not funded in this funding cycle. They are looking into other funding.
 - Borough systems still recovering from cyber-attack. Plans to review computer systems to follow.

Public Comment

1. Kate Luxemburg – 432 Rebecca Avenue
 - a. Thanks to council for the information received today.
 - b. Comments about the flooring of the train station.
 - c. Petition prepared for orphan's court in regards to Green Street Park and was submitted to the Office of the Attorney General. Will be submitted to Kathleen Derkin on June 20th.

Old Business

1. Mr. Henderson advises that the new stage at Penn Avenue Parklet is nearing completion. There were a few hiccups with the building process, but they have been remedied.
2. Ms. Trice brought up that Duquesne Light has been cutting and removing trees that are obstructing or leaning against power lines but leaving debris for the borough to clean up. Mr. Parrish has been in contact with Duquesne Light in regards to this topic.
3. Ms. Trice & Vice-President Garrett advised that some political signs are still hanging up. Violators need to be sighted.
- 4.

New Business

1. Chatham University reached out to assist with any summer projects in the borough. They want to do a big service day on August 26th.

Adjournment

Meeting Adjourned at 7:45 p.m.

Patrick M. Shattuck
President Council