

WILKINSBURG BOROUGH COUNCIL MEETING
Capital Planning Work Session
August 2, 2017
Minutes

Call to Order

President Shattuck called the meeting to order at approximately 7:07 P.M. in Council Chambers, second floor of the Municipal Building, 605 Ross Avenue, Wilkinsburg, PA 15221.

An Executive Session was held at 6:30 P.M. for the purpose of legal litigations.

Roll Call

The roll was called to establish a quorum. Present were Mr. Diamond, Ms. Garrett, Mr. Lefebvre, Ms. Macklin, Mr. Rose, Ms. Trice, President Shattuck, and Donn Henderson – Borough Manager. Absent was 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. Maher Duessel, Auditor
 - a. Financial report review.
 - b. Assets and liability amounts reviewed.
 - c. Activity reports reviewed.
 - d. Governmental funds reviewed.
 - e. Statement of revenues and expenditures reviewed.

Public Comment

1. N/A

Agenda Items

1. **Ordinance 17-006** – Amending Residential Permit Parking for 500 Block of Holmes Street.
 - a. Number of signatures acquired on the petition was sufficient for the amount of residents on this particular block.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

2. **Ordinance 17-001** – Amending the date as described in the Legislative Council Meeting Minutes held on January 11, 2017.
 - a. Correction of a typo.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

3. **Resolution No. 17-065** – Street Closure Permit – El Bethel Temple

Motion: Mr. Rose

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

4. **Resolution No. 17-066** – Street Closure Permit – D’Niesha Cleveland

Motion: Mr. Rose

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

5. **Resolution No. 17-067** – Street Closure Permit – Alfred Shields
 - a. There was confusion on what’s free.
 - b. Admin office to reach out to Mr. Shields to obtain clear information on what’s free/not free.
 - c. Conditional approval based on acquiring an updated flyer outlining what will be free and what vendors will be charging.

Motion: Ms. Macklin

Second: Ms. Trice

A vote 7 – 0; Motion carried.

6. **Resolution No. 17-068** – VPRP Application - 1146 South Avenue

Motion: Mr. Lefebvre

Second: Ms. Macklin

A vote 7 – 0; Motion carried.

7. **Resolution 17-069** – Nine Mile Run MS4 Working Group.
 - a. This is a working group with Nine Mile Run to collaborate and work together concerning water runoff.

Motion: Ms. Trice

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

8. **Resolution No. 17-070** – Banner Permit – Wilkinsburg School District – Pre-K Registration.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

9. **Resolution No. 17-071** – Public Use Permit – Municipal Lot on Wallace Avenue – Wilkinsburg School District.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

10. **Resolution No. 17-072** – Street Closure – Blackridge Community Block Party – Beverly Garrett

Motion: Mr. Lefebvre

Second: Mr. Rose

A vote 6 – 1 Abstain (Vice-President Garrett); Motion carried.

11. **Resolution No. 17-073** – Banner Permit – Garfield Jubilee Association Inc. – Marcia Crews.

Motion: Mr. Lefebvre

Second: Ms. Macklin

A vote 7 – 0; Motion carried.

12. Approving the updated Police Policies and Procedural Manual.

Motion: Mr. Lefebvre

Second: Ms. Macklin

A vote 7 – 0; Motion carried.

13. Approving Residential Accessible Parking Permit – Carmel Mitchell – 1323 Franklin Avenue.

Motion: Mr. Lefebvre

Second: Ms. Macklin

A vote 7 – 0; Motion carried.

14. Approving Residential Accessible Parking Permit – Consundra Favor – 1368 Marlboro Avenue.

Motion: Ms. Macklin

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

15. Discussion regarding levy tax on plastic bags and bottles.
 - a. Mr. Taiani wanted to discuss but is absent. This conversation will take place in a future meeting.
16. Council Committee Reports:
 - a. Administration Committee – Full Council
 - i. Reviewed lease with WCDC regarding the Train Station.
 - ii. 2nd council meeting for August was cancelled.
 - b. Blight Committee – Patrick Shattuck, Chair
 - i. Met with Borough Engineer to review projects and demolitions.
 - ii. Going out to bid soon for CITF 2 Demolitions.
 - c. Budget and Finance Committee – Michael Lefebvre
 - i. Discussed finance reports for June, no issues.
 - ii. Discussed fire escrow fund.
 - d. Capital Planning Committee – Patrick Shattuck, Chair
 - e. Constituent and Community Relations Committee – Pamela Macklin, Chair
 - i. Working with the Sierra Club to develop pollinating gardens. (Bees, butterflies, birds)
 - ii. Covenant Church is doing an abandoned property cleanup this Saturday from 8AM-Noon.
 - iii. Youthplaces has been maintaining the linear park.
 - iv. Parks and Recreation has been holding their Park It! Recreation program.
 - v. Senior Programming meetings have begun to coordinate Senior Activities.
 - f. Personnel Committee – Paige Trice, Chair
 - i. Reviewed Library staffing with Bob Metz. Will be hiring 2 people to fill the Adult Assistant Services
 - g. Policy and Procedure Committee – Pamela Macklin, Chair
 - i. Nothing to report.
 - ii. Will soon review contracts and discuss who is responsible for monitoring the renewal of contracts.
 - h. Public Safety Committee – Michael Rose, Chair
 - i. Covered arson in abandoned buildings.
 - ii. Reviewed increased lighting for the Gazebo at Franklin and Wood.
 - iii. Discussed reports of people smoking marijuana at Ferguson Park
 - iv. Discussed combating fentanyl
 - v. Discussed the relocation of the 911 center.
 - i. Social Media and Promotions Committee – Marita Garrett, Chair
 - i. Nothing to report
 - j. Special Events Committee – Vanessa McCarthy-Johnson, Chair
 - i. Weather permitting, the flow band will perform for Art in the Park this week and a movie at the parklet (Zootopia) will follow.
 - ii. Community Festival rescheduled at Hunter Park on 8/26/17 from 11am-7pm

- k. Borough Manager's Report – Donn Henderson
 - i. Updated paving list provided to council, only about 10 streets or so left to be paved.
 - ii. Council Chambers new A/C unit has been installed, lighting has been fixed in the meeting area.
 - iii. Boards and commission seats have been filled.
 - iv. No Thru-Traffic signs have been placed to combat speeding commuters on unnecessary streets.
 - v. Storm drain grates to be reviewed and hopefully replaced.
 - vi. Shade Tree Committee will be doing an inventory on all shade trees.
 - vii. Senior Activity meetings have been going great. Residents really appreciate it.
 - viii. Building improvements are going out to bid soon.
 - ix. OVR and Learn & Earn programs are ending soon. They have done very well with Police and DPW.
 - x. Park Avenue fence has been lowered and looks much better. Saved money by having Darryl Green from DPW take charge who used to work for a fencing company.

Public Comment

- 1. Godfrey McCray – 311 Barnes Street
 - a. Holding his YBC (Youth for a Brighter Community) Weekend from 8/17 Through 8/20/17. Requesting permit approval for the Wallace Avenue Lot on 8/19/17 and another permit request for 8/20/17 to use the Penn Avenue Parklet.
 - b. Motion to approve for use of Wallace Ave. Lot 8/19 from 1PM-4PM.

Motion: Mr. Lefebvre

Second: Ms. Trice

A vote 7 – 0; Motion carried.

- 2. Kate Luxemburg – 432 Rebecca Avenue
 - a. Very happy with the paving.
 - b. Assisted with the community garden on North Avenue.
 - c. Submitted a right to know request, wanted to know status. Mr. Henderson advised that she'll receive the information shortly.

Old Business

- 1. Vice-President Garrett spoke about Animal Rights & Welfare. Has provided sample ordinances to council. Worked with Solicitor to draft up an ordinance to condense all the separate points to avoid large advertising costs. Consensus of council to proceed with the process.

New Business

1. Vice-President Garrett advised that she noticed one of the local business with a grill on the sidewalk and was blocking the pedestrian walkway. The Code Enforcement director suggested establishing a permit fee.
2. Chatham University reached out and is looking to do a Service Project from 9AM-1PM on August 26th.
3. Ms. Trice advises that the hedges at the bottom of Glenn Avenue are really high and need to be trimmed down.

Adjournment

Meeting Adjourned at 8:19 p.m.

Patrick M. Shattuck
President Council