

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Administrative Work Session**  
**October 18, 2017**

**Call to Order**

President Shattuck called the meeting to order at approximately 7:01 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 (arrival at 7:04), Mr. Lefebvre, Ms. Macklin, Mr. Rose, Mr. Taiani, Ms. Trice, President Shattuck, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager. Absent was Mr. Diamond, Ms. McCarthy Johnson, 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. N/A

**Finance**

1. Budget Items: Other Funds (Capital Planning, Library, Etc.)

**Agenda Items**

1. Discussion regarding establishment of desired checks and clearances as a pre-requisite for service on Authorities, Boards, and Commission.
  - a. This would prompt the chairs of the authorities, boards, and commissions to consider getting child abuse history checks on the Parks & Recreation board, or criminal background checks for Civil Service Commission, etc...
  - b. This subject to be further discussed by personnel committee and more information will be gathered by the Borough Manager.
2. Discussion regarding establishing a policy for use of Council's travel allowance and reimbursements.
  - a. Current allowance given to each council member is set at \$500.
  - b. There is an increase to the allowance in the budget for 2018.
  - c. Some council members are above their \$500 allowance.

- d. Mr. Taiani made a motion that any council member holding an outstanding balance above their allowance should be reimbursed to the borough within 30 days. There was no second to the motion.
  - e. Mr. Taiani exited the meeting at 7:43 PM.
3. Discussion regarding advertising RFPs for professional services for IT Services.
    - a. Selected IT Company would be responsible for maintaining the server and computer systems for the borough.
    - b. Consensus of council for the Borough Manager to move forward.
  4. Confirming a letter of support for the Allegheny County's application for PHARE funding for additional investment in Wilksburg Community Land Trust Rehabilitation Pilot Project.
    - a. This will assist with displaced residents from other communities that may move to the Borough of Wilksburg.
    - b. Funding will be approximately \$600,000 which could rehab about 20 homes.
    - c. Motion to issue letter of support to Allegheny County.

*Motion: Ms. Macklin*

*Second: Mr. Lefebvre*

*A vote 6 – 0; Motion carried.*

**Public Comment**

1. Jana Woodruff – 1402 Sloan
  - a. She is grateful that the Borough has installed the no parking signs in the alleyway (Kramer Way) next to her home.
  - b. Requesting for Kramer Way to be paved.
  - c. Requesting a letter from council to neighbors in that area to clean up the garage areas behind their homes.
  - d. Requesting for some attention to be brought towards the excessive Section 8 properties that are not maintaining their properties the way they should be. She would like to report the properties and is seeking support from council.

**Old Business**

1. N/A

**New Business**

1. Chatham was in the borough on Saturday to clean the Linear Park and did a pampering event for seniors at the Gableridge Senior Center.
2. Pitt Serves students will be here on Saturday to clean up the exterior of abandoned homes on Wood Street and Foliage.
3. Wilksburg Arts Commission meeting this week has been cancelled.

4. Jody Guy will be having an organization do testing on the mural hanging over the Borough steps in efforts to take necessary steps to preserve it.
5. Firing range in the basement will need some abatement.
6. Working on lighting for the underpass at Penn Avenue.
7. There is someone interested in buying the empty lot at 700 Hill Ave. Borough Manager to order a Fair Market Value assessment and help facilitate the process.

### **Adjournment**

Meeting Adjourned at 8:03 p.m.

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Patrick M. Shattuck  
President Council