

WILKINSBURG BOROUGH COUNCIL MEETING
Capital Planning Work Session
November 1, 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 Ms. Garrett (7:08PM Arrival), Mr. Lefebvre, Ms. Macklin, Mr. Taiani, Ms. Trice, President Shattuck, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager.

Absent was Mr. Diamond, Ms. McCarthy Johnson, Mr. Rose, 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

Agenda Items

1. Discussion regarding RFP for towing.
 - a. Borough Manager to look into towing companies and look into contract agreements.
 - b. Consensus of council for borough manager to move forward.
2. Discussion regarding Alcosan Grant.
 - a. Grant of \$228,000 for a local match of \$152,000. Funds would be allocated from the sewer fund.
3. Discussion regarding the Re-Organization Meeting.
 - a. Some positions that haven't been filled should be filled.
 - b. Positions will be reviewed for boards, commissions, and authorities.
4. Discussion regarding Codification.
 - a. Funds have been allocated in the budget for codification for 2018 for all ordinances.
 - b. Consensus of council for borough manager to proceed with codification.
5. Discussion regarding Pittsburghers for public transit.

- a. This would allow Port Authority police to better enforce their rules and regulations. Included armed officers and more strict enforcement of people not paying fares with criminal charges.
 - b. Information will be reviewed and placed on the agenda for next week.
6. Council Committee Reports:
- a. Administration Committee – Full Council
 - i. Reviewed the ‘Other’ budgets for the 2018 budget.
 - b. Blight Committee – Patrick Shattuck, Chair
 - i. Nothing to report.
 - c. Budget and Finance Committee – Michael Lefebvre, Chair
 - i. September monthly reports reviewed.
 - ii. Online bill pay was discussed.
 - d. Capital Planning Committee – Patrick Shattuck, Chair
 - i. Nothing to report.
 - e. Constituent and Community Relations Committee – Pamela Macklin, Chair
 - i. Chatham students came to Wilksburg to pamper the senior citizens and participate in cleaning up the neighborhood.
 - ii. Pitt Serves students came to clean up parts of the neighborhood.
 - f. Personnel Committee – Paige Trice, Chair
 - i. Reviewed salaries of all non-union employees.
 - ii. Talent bank applicant was reviewed.
 - iii. Discussed hiring the top 3 applicants for police officer positions.
 - iv. Discussed implementation of new payroll systems.
 - v. Turtle Creek Valley COG met and approved their new budget.
 - vi. Senior activity reviews were all positive.
 - vii. CVS Health is hiring 150 customer service reps.
 - g. Policy and Procedure Committee – Pamela Macklin, Chair
 - i. Nothing to report.
 - h. Public Safety Committee – Michael Rose, Chair
 - i. Nothing to report.
 - i. Social Media and Promotions Committee – Marita Garrett, Chair
 - i. Nothing to report.
 - j. Special Events Committee – Vanessa McCarthy-Johnson, Chair
 - i. Nothing to report.
 - k. Borough Manager’s Report – Donn Henderson
 - i. Thanks to Salvatore’s for providing lunch for the Pitt Serves students.
 - ii. Staffing issues are being addressed.
 - iii. Temp is in place working for code to help catalog all the maps & plans that are in the auditorium.
 - iv. Meeting with Fire Department & LGA to get renovations out to bid.
 - v. Payroll program meeting went well.
 - vi. Online payments postponed until 2018.
 - vii. Penn Avenue underpass was damaged and never repaired. Working with Duquesne Light to remedy this.
 - viii. Nancy’s Parking lot lights are non-functional, working on getting them on.
 - ix. LED Lights to be installed in the Police Parking Lot.

- x. Senior Activities are going very well. Looking into getting the Library more involved.
- xi. TRID meeting will be on 11/9/17.
- xii. Parking study is underway.
- xiii. Wood Street 2-way has been submitted to Penndot.
- xiv. Working with Covestro to lower energy costs. Gas & Electric.
- xv. 718 Hill pricing has been received and will be presented at next meeting.
- xvi. Students from France came to Wilkinsburg to do some studies.
- xvii. CMU Study is ongoing for the Penn Avenue/Wood Street area.
- xviii. Council tablets are being programmed and prepared for use to replace the council packets and reduce our paper consumption.

Public Comment

1. N/A

Old Business

1. Planning Commission was re-scheduled from 11/7/18 to 11/9/18 to discuss the TRID.
2. Penn-Mac is relocating from the Strip District to Wilkinsburg on Douglass Drive.
3. Allegheny County Economic Development is requesting Wilkinsburg attendance to receive a grant in the amount of \$100,000.
4. Senator Costa is assisting with securing grants for Whitney Park and Ardmore Wall.

New Business

1. N/A

Adjournment

President Shattuck announced that there will be a brief executive session at the end of the meeting for legal and personnel matters. There will be another executive session preceding next week's council meeting at 6PM to discuss personnel matters.

Meeting Adjourned at 7:39 p.m.

Patrick M. Shattuck
President Council