

WILKINSBURG BOROUGH COUNCIL MEETING
Council Work Session Minutes
January 10, 2018

Call to Order

President Macklin 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. Edwards, Ms. Lee, Mr. Lefebvre, Ms. McCarthy-Johnson, Mr. Rose, Mr. Shattuck, Ms. Trice, President Macklin, Mayor Garrett, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager. A quorum was established.

Pledge of Allegiance

Following the Pledge of Allegiance led by President Macklin, a moment of silence was observed in remembrance of our fallen brothers and sisters.

Public Comment

1. N/A

Agenda Items

1. Approving **Resolution No. 18-001** – Establishing Council Meeting dates for 2018.
 - a. Meetings will occur on the 1st and 3rd Wednesdays of the month. The first meeting being a work session, the second meeting being a legislative meeting.

Motion: Ms. Edwards

Second: Ms. McCarthy-Johnson

A vote 8 – 0; Motion carried.

2. Council Committee Appointments.
 - a. Administration Committee – Council President & Borough Manager
 - b. Budget and Finance Committee – Chair Patrick Shattuck
 - i. Members - Michael Lefebvre & Denise Edwards
 - c. Business Outreach and Jobs Development – Chair Pamela Macklin
 - i. Members – Vanessa McCarthy-Johnson & Denise Edwards
 - d. Capital Planning and Blight Committee – Chair Patrick Shattuck
 - i. Members China Lee & Pamela Macklin
 - e. Constituent Service and Special Events Committee – Chair Vanessa McCarthy-Johnson

- i. Members Paige Trice
- f. Personnel, Policy and Procedure Committee – Chair Paige Trice
 - i. Members Michael Lefebvre & China Lee
- g. Public Safety Committee – Chair Michael Rose.
 - i. Members Denise Edwards.
 - ii. Michael Rose expressed his intent to resign as chair. President Macklin mentioned having a chat with Ms. McCarthy-Johnson to see if she will step in as chair.
- h. Social Media and Promotions Committee – Denise Edwards
- i. Manager’s Report – Borough Manager
 - i. Mr. Henderson advised committee chairs to advise the Administration Office with their meeting dates ASAP.
 - ii. Payroll System training will be administered on the 18th. Council is welcome to attend.
 - iii. Employee reviews to be done by the end of January.
 - iv. New healthcare has been put in place.
 - v. New employees in Code Enforcement and Finance.
 - vi. Wood Street meeting to occur next Thursday to review the Wood Street Project.
 - vii. The extreme park project will be reviewed with Borough Engineer.
 - viii. Building renovations are ready to go to bid.
 - ix. Auditorium will be hosting a free book Friday to help clean out the Auditorium.
 - x. Local Government Week will be in April.
 - xi. Senior Day Activities to continue once a month
- 3. Professional Appointments – Council Members to email President of Council with their recommendations and rationale for Solicitor, Engineer, Legal Personnel.

Public Comment

- 1. N/A

Old Business

- 1. Mayor Garrett advises that she’ll be including updates from the Police Department and the Office of the mayor to go along with the Council Committee reports in future meetings.

New Business

- 1. Mr. Henderson advises that appointments are needed for delegates to different authorities from council.
- 2. Ms. Edwards mentions that she and several others attended a meeting in regards to establish a historic district. Council would like to be kept up to date with these opportunities.
- 3. President Macklin advises that one vacant council is available for Wilkinsburg Council. Council plans to appoint someone to the available seat on January 17 during the Council

Meeting. She urges any individual to come and speak at the meeting on the 17th of January if they are interested.

4. President Macklin urges council and mayor to review the PA Municipal Code which describes roles and responsibilities.

Adjournment

Meeting Adjourned at 7:31 p.m.

Pamela Macklin
Council President