

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Council Work Session MINUTES**  
**March 7, 2018**

**Call to Order**

Vice-President McCarthy-Johnson called the meeting to order at approximately 7:10 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. Atkins, Ms. Edwards, Ms. Lee, Mr. Lefebvre (via phone), Ms. McCarthy-Johnson, Mr. Rose, Mr. Shattuck, Ms. Trice, Mayor Garrett, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager.

Absent was President Macklin. A quorum was established.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Vice-President McCarthy-Johnson.

**Presentation**

1. Michael Milberger – Chair of Parks and Recreation
  - a. Discussed plans for the summer recreation program, possible new logo, budget items, possible funds match from the School District.
  - b. Whitney Park entrance improvement project will commence this summer.
  - c. Wilkinsburg Baseball Association is considering doing girls softball and is interested in Whitney Park.
2. Nixle Notification System – Robocalls/Text Messages to those that opt-in.
  - a. Allows local government to relay important messages to its residents.
  - b. Residents can download an app to be alerted directly on their cellular phones.
  - c. Participants can be alerted by phone call or text messages
  - d. Notifications can be isolated to certain groups (employees, police, residents, etc...)
  - e. Notifications can be sent via location.
  - f. Nixle is integrated with Google to show alerts in Google search results.
  - g. Cost is \$5,500 annually.

**Public Comment**

1. Marc Taiani – 413 Kelly Avenue
  - a. Spoke regarding item #6 on the agenda. Would like to acquire a borough owned lot that's being utilized by several people, but taxes are not being collected on it.
  - b. He would like to use this lot to allow his tenants a place to park.

2. Kate Luxemburg – 432 Rebecca Avenue
  - a. Comments about Mr. Taiani’s item on the agenda. She believes that the vacant lot in question is fine the way it is and does not need any action.
  - b. Ms. Luxemburg states a previous council gave Biddle’s Escape permission utilize the Vacant Lot since there was not enough parking spaces.
3. George Logan – 718 Hill Avenue
  - a. Wants to acquire the vacant lot adjacent to his house.
  - b. The appraisal came back higher than expected and now requires the borough to put it out to bid.
  - c. Mr. Logan has been maintaining this lot for several years and hopes that no one else comes in and outbids him for the acquisition of the lot.

**Agenda Items**

1. Resolution 18-025 – VPRP Application for 1333 Singer Place.
  - a. Previously burned due to a fire.
  - b. Planning commission recommends approval to council.
  - c. Property to be demolished if approved.
2. Resolution 18-026 – Designating Donn Henderson as authorized signatory for the Multimodal Fund Grant Agreement #119537.

***Motion: Mr. Lefebvre***

***Second: Mr. Shattuck***

***A vote 8 – 0; Motion carried.***

3. Discussion regarding Train Station letter of support – WCDC.
  - a. WCDC to apply for a grant to fund interior renovations.
  - b. Consensus of council for Borough Manager to move forward.
4. Discussion regarding Federal Opportunity Loan letter of support.
  - a. Consensus of council for Borough Manager to move forward.
5. Council Meeting Minutes correction item #3 under New Business.
  - a. Mr. Lefebvre would like to note, that for prior council seat appointments, residents were given approximately a month to submit their interest for filling a council seat.
6. Discussion regarding letter from Marc Taiani.
  - a. Regarding the lot at Union Street & Spring Way.
  - b. May use the lot for permit parking for his tenants in the area.
  - c. May work out a deal with the local businesses so they may continue to use the lot as well.
  - d. Would like for the property to be put up for bid so that he has a chance to acquire the property.
7. Discussion regarding Crossing Guard update.
  - a. There is 1 individual going through pre-employment steps to become a crossing guard.
8. Discussion regarding Summer Seasonal Employment for DPW.
  - a. Job posting will be put out shortly for the Department of Public Works.
  - b. Looking to bring on 5 seasonal workers for the summer 2018 season.

9. Discussion regarding Hill Avenue vacant property appraisal.
  - a. The appraisal has come in and the comparable(s) are all in the surrounding area.
  - b. Council plans to put the property up for bid.
10. Council Committee Reports
  - a. Administrative Committee – Full Council
    - i. Nothing to report
  - b. Blight and Capital Planning – Patrick Shattuck, Chair
    - i. Viewed presentation from Jad Hilal, Coro Fellow, on how neighborhoods are performing, value-wise.
    - ii. Discussed currently open projects.
  - c. Budget and Finance Committee – Patrick Shattuck, Chair
    - i. Reviewed numbers for 2017.
    - ii. Reviewed performance in January.
    - iii. Looked at property lists that were exempt from paying taxes that actually should be.
  - d. Planning Commission – Patrick Shattuck, Chair
    - i. Reviewed Singer Place VPRP application.
    - ii. Reviewed zoning ordinance to ensure it is still up to date.
  - e. Business Outreach and Jobs Development – Pamela Macklin
    - i. Nothing to report.
  - f. Constituent Services and Special Events Committee – Vanessa McCarthy-Johnson, Chair
    - i. Put together a calendar of events for 2018
    - ii. 2<sup>nd</sup> Chance program is looking for partnerships
    - iii. Potential Community Day planning for August.
    - iv. Art in the Park 2018 will start June 21<sup>st</sup>.
  - g. Personnel, Policy, and Procedure Committee – Paige Trice, Chair
    - i. Discussed the duties of the Municipal Authority and the Commercial and Industrial authority.
    - ii. Discussed part-time workers for DPW.
    - iii. Agreed to get a new Civil Service listing.
  - h. Public Safety Committee – Vanessa McCarthy-Johnson, Chair
    - i. Signage and Crossing Guards discussed.
    - ii. Parking issues discussed.
    - iii. Vacant structure fires have increased over the past year.
    - iv. Car break-ins have been increased.
  - i. Social Media and Promotions Committee Denise Edwards, Chair
    - i. Would like to look into robo-calling to help keep residents informed.
    - ii. Will be producing a survey to inquire the best method to reach residents.
  - j. Manager’s Report
    - i. Building improvement bids will be occurring in April.
    - ii. Rain Garden meeting in Nancy’s Restaurant parking lot about adding planters, and adding lighting.
    - iii. Duquesne Light followed up about the lighting underneath the Penn Avenue underpass.
    - iv. Parking study meeting will occur tomorrow at 6:30 PM.

- v. Park Avenue Park improvements are going out to bid shortly.
- vi. The newsletter in The Sun magazine is almost complete.

### **Public Comment**

1. Marc Taiani – 413 Kelly Avenue
  - a. Commends DPW for excellent job with salting/plowing roads.
  - b. Commends Police for their work.
  - c. 511 & 509 Pitt, vacant properties. Requesting council to consider looking into demolishing the dangerous structures.
  - d. Requesting clean-up efforts for Ardmore Boulevard.
2. Steve Cotter – 2561 Graham Boulevard
  - a. Condition of the road by his house is in pretty bad shape. Brick road in disrepair. Several potholes. Limited crosswalks. Missing stop signs. Patches of road were dug up and repaired with asphalt.
3. Kate Luxemburg – 432 Rebecca Avenue
  - a. South Avenue underpass needs attention as well.
  - b. Comments supporting putting vacant lot on Hill Avenue up for bid.

### **Old Business**

1. Ms. McCarthy-Johnson announces that council ALOM (Allegheny League of Municipalities) paperwork is due.
2. Property on 500 Block of Ardmore Blvd needs boarded up.
3. Public Safety page on website will be updated shortly.

### **New Business**

1. LGA (Local Government Academy) is having a graduation on March 22<sup>nd</sup>. Mayor Garrett is the keynote speaker.

### **Adjournment**

Meeting Adjourned at 9:00 p.m.

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Pamela Macklin  
President Council