

WILKINSBURG BOROUGH COUNCIL MEETING
Council Work Session Meeting Minutes
October 3, 2018

Call to Order

President Macklin called the meeting to order at approximately 7:00 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 (7:25pm arrival), Mr. Lefebvre, Ms. McCarthy-Johnson (7:11pm arrival), Mr. Rose, Ms. Trice, President Macklin, Mayor Garrett, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager.

Absent was Mr. Shattuck and Mayor Marita Garrett. A quorum was established.

Pledge of Allegiance

The Pledge of Allegiance was led by President Macklin.

Presentations

- Jeanne Drennan – Shade Tree Advisory Committee, Chair
 - Shade Tree Committee is proposing a plan that allows individuals to apply for a grant for sidewalk repairs in relation to sidewalks damaged by borough trees.
- Clifton McGill & Nickie Cheung – Exploring Vacant Property
 - Mr. McGill and Mr. Cheung gave a PowerPoint presentation regarding ways to use vacant land.

Public Comment

1. N/A

Agenda Items

1. Adopting Ordinance 18-003 – Amending Chapter 248 to add/remove stop sign at the intersection at Coal Street and James Street; and adopting permanent traffic and parking regulations to allow for Code modifications for Chapter 248 (Vehicle and Traffic regulations) by resolution.

Motion: Ms. McCarthy-Johnson

Second: Ms. Atkins

A vote 7 – 0; Motion carried.

2. Approving Resolution 18-054 – CDBG grant for Blighted Property Demolition in the amount of \$150,000.00

Motion: Ms. Edwards

Second: Mr. Lefebvre

A vote 7 – 0; Motion carried.

3. Approving **Resolution 18-055** – Slum and Blight Resolution for CDBG Grant.

Motion: Mr. Lefebvre

Second: Ms. Edwards

A vote 7 – 0; Motion carried.

4. Approving **Resolution 18-056** – CDBG Grant for Pedestrian Sidewalk Reconstruction Project in the amount of \$212,500.00. (Penn Ave. near Graham Field)

Motion: Ms. Edwards

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

5. Approving **Resolution 18-057** – Minimum Municipal Obligation (MMO) 2019 for Police and Non-Uniform Pension Plans.

Motion: Ms. Edwards

Second: Mr. Rose

A vote 8 – 0; Motion carried.

6. Approving **Resolution 18-058** – Appointing Dionna Rojas to Planning Commission effective immediately.

Motion: Ms. Edwards

Second: Ms. Trice

A vote 8 – 0; Motion carried.

7. Approving **Resolution 18-059** – Appointing Tom Batrone to shade Tree Commission effective immediately.

Motion: Ms. Edwards

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

8. Discussion regarding Street Closure application for the Wilkinsburg Sacred Spaces Tour highlighting Wilkinsburg's Historic Churches – WCDC – Josh Rolon.

Motion: Ms. Edwards

Second: Ms. McCarthy-Johnson

A vote 8 – 0; Motion carried.

9. Approving the lowest bidder for Sanitary Sewer smoke testing.
 - a. Precision Measurements, Inc.
 - b. Smoke testing will identify any infiltration to the sewer lines from any illegal sources.

Motion: Mr. Lefebvre

Second: Ms. Edwards

A vote 8 – 0; Motion carried.

10. Approving paid days off: sick days, vacation days and personal days for existing Part-Time Library and Finance staff employees.
 - a. Retroactive to January 1, 2018.
 - b. 2 Library employees, 1 Finance employee.

Motion: Ms. Edwards

Second: Ms. Trice

A vote 7 – 1 No (Lefebvre); Motion carried.

11. Approval of Borough Building renovation bids.
 - a. Renovations include improvements to the code enforcement, fire, and administration departments.
 - b. Renovation process will occur in 2 phases.
 - c. Motion was made to vote on the renovation project only considering phase 1 as opposed to voting on the whole project at once.

Motion: Ms. Atkins

Second: Ms. Edwards

A vote 4 yes (Edwards, Atkins, Trice, Macklin) – 4 no (Rose, Lee, Lefebvre, McCarthy-Johnson); Tie vote.

- d. Motion was made to table this item for further review and to re-visit at the meeting on October 17, 2018.

Motion: Ms. McCarthy-Johnson

Second: Ms. Lee

A vote 8 – 0; Motion carried.

12. Authorizing Borough Manager to sign revocable license agreement with ACED for the 800 Block of Penn Avenue.
 - a. This would ensure that any Wilkesburg Borough employees entering any property owned by Allegheny County would not be covered/insured by Allegheny County.

Motion: Ms. Edwards

Second: Ms. McCarthy-Johnson

A vote 8 – 0; Motion carried.

13. Council Committee Reports:

- a. Mayor's Report – Mayor Garrett
 - i. Reports handed out to council
- b. Administrative Committee – Full Council
 - i. Nothing to report
- c. Blight/Capital Planning Meeting
 - i. Nothing to report
- d. Budget and Finance Committee – Patrick Shattuck, Member
 - i. Nothing to report
- e. Planning Commission – Patrick Shattuck, Member
 - i. Nothing to report
- f. Business Outreach and Jobs Development – Pamela Macklin, Chair
 - i. Nothing to report
- g. Constituent Service & Special Events Committee – Vanessa McCarthy-Johnson, Chair
 - i. Nothing to report
- h. Personnel, Policy, and Procedure Committee – Paige Trice, Chair
 - i. Reviewed police hires.
 - ii. Reviewed benefits for some of the part-time employees.
 - iii. Reviewed the possibility of 2 new DPW full time driver positions.
 - iv. Discussed maternity leave.
- i. Public Safety Committee – Vanessa McCarthy-Johnson, Chair
 - i. Discussions on crime & arson.
 - ii. Possible additional block watch clubs.
 - iii. Possibly requesting the DA to come out and do a presentation.
- j. Social Media and Promotions Committee – Denise Edwards, Chair
 - i. Requesting Council to allocate \$6,000 into implementing a notification system for the residents of Wilkinsburg.
- k. Manager's Report – Donn Henderson
 - i. Meeting with Senator Costa coming up soon.
 - ii. Small streams grant and another grant to help with the vacant lot at the intersection of South & Wood.

Public Comment

1. Pat Watt, 200 Green Street
 - a. Expressed her concern about the proposed development on Green Street Park.
 - b. President Macklin advised that she should express her concern to the School District
2. Susan Brandt, 300 Liberty Drive

- a. Working with Jennifer Chenowith on the Wilkinsburg Sacred Spaces Tour.
3. Kate Luxemburg, 432 Rebecca Avenue
 - a. Spoke to the proposed development of Green Street Park.
4. Nicole Santella, 1300 Wood Street
 - a. Free event, Art Party at 1300 Wood Street, 6pm-9pm on October 4, 2018
5. Irene Surnik, 205 Union Street
 - a. Advised that there is information about Green Street Park that advises that the solicitor spoke to the opposition of council.
 - b. Mr. Lefebvre re-capped the process of acquisition of Green Street Park from the School District to Akator which suggested the opposite.
 - c.

Old Business

1. N/A

New Business

1. Ms. Trice mentioned a property in the 1600 block of Laketon that needs boarded up.
2. Ms. Trice thanked Kate Luxemburg for planting the flowers in the front of the Borough Building.
3. Ms. Edwards advised that approximately 2 million dollars have been release by the Federal Government for job re-training. Would like for this to be on the agenda soon for job development within the borough.
4. Ms. McCarthy-Johnson advised that Highmark has about 3,000 jobs available.
5. Ms. Atkins advised on October 23, 2018 at Eastridge Library, there will be a performance by the Pittsburgh Symphony Orchestra at 6pm.

Adjournment

The meeting did not adjourn.

At 9pm, President Macklin advised that council will go into recess and will re-convene on October 10, 2018 at 6pm to go over budget items.

TO BE CONTINUED ON OCTOBER 10, 2018

Pamela Macklin
President Council

WILKINSBURG BOROUGH COUNCIL MEETING
Council Work Session Reconvened from October 3, 2018
October 10, 2018 Minutes

Call to Order

President Macklin reconvened the meeting at approximately 6:00 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 (6:09pm arrival), Mr. Lefebvre, Mr. Rose (8:10pm arrival), Mr. Shattuck, Ms. Trice (6:09 arrival), President Macklin, Mayor Garrett, Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager.

Absent was Ms. McCarthy-Johnson and Mayor Marita Garrett. A quorum was established.

Pledge of Allegiance

The Pledge of Allegiance was led by President Macklin.

Public Comment

1. N/A

Agenda Items

1. Authorizing the sale of the following (4) police vehicles on Muni-Bid.
 - a. Car 41 – 2009 Crown Victoria
 - b. Car 42 – 2009 Crown Victoria
 - c. Car 43 – 2009 Crown Victoria
 - d. Car 45 – 2012 Dodge Charger

Motion: Mr. Lefebvre

Second: Ms. Edwards

A vote 5 – 0; Motion carried.

2. Discussion regarding Conditional Offers of Employment for (1) one Children Services Assistant and (2) two Adult Services Assistant positions.
 - a. The Library is currently down 3 full-time positions.
 - b. Item will be placed on the agenda for action vote at the Legislative meeting.

Finance

1. General Fund Budget review.

- a. Mr. Lefebvre started off with advising council to think about lowering the millage rate.
- b. Mr. David Egler, Finance Director, along with Mr. Shattuck, reviewed several line items of the budget.
- c. There is no planned change for the millage rate or the municipal service fee for 2019.
- d. Mr. Rose mentioned the idea of implementing a plan to rehab the brick roads that are in poor condition (Graham, Hay, etc...)

Public Comment

1. Elaine Harris-Fulton – Forest Hills Resident
 - a. Wake up the vote Wilkinsburg.
 - b. Working to increase voter turnout in the Borough of Wilkinsburg.
 - c. Aiming for the goal of the best voter turnout percentage in Allegheny County.

Old Business

N/A

New Business

N/A

Adjournment

Meeting adjourned at 8:56 PM.

Pamela Macklin
President Council