

WILKINSBURG BOROUGH COUNCIL MEETING
Budget Work Session
November 7, 2018
Minutes

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. Edwards, Ms. Lee, Mr. Lefebvre, Ms. McCarthy-Johnson (7:23 arrival), Mr. Rose, Mr. Shattuck, Ms. Trice, President Macklin, Mayor Garrett (7:15 arrival), Donn Henderson – Borough Manager and Amanda J. Ford – Assistant Borough Manager.

Absent was Ms. Atkins. A quorum was established.

Pledge of Allegiance

The Pledge of Allegiance was led by President Macklin. Following the Pledge of Allegiance a moment of silence was held in remembrance of the victims of the Synagogue shooting in Squirrel Hills and also for Judge Hoots' husband who recently passed away.

Proclamation

Ms. Edwards read a proclamation which will be given to the family of Bernice and Sylvan Simon in remembrance for these 2 Wilkinsburg residents who were victims of the shooting at the Tree of Life synagogue.

Ms. Edwards advised that several residents would like to setup a tree and a plaque for the victims.

Budget Items

- Police Department Budget
 - Mayor Garrett and Chief Coleman were in attendance to address any questions regarding the police budget.
- Other Funds
 - Mr. Egler, Finance Director, walked through the items listed on the budget with council.
 - Mr. Metz, Library Director, was available to answer to any questions regarding the Library Budget.

Presentation

- Parks and Recreation Advisory Committee
 - Presentation did not occur at this meeting.

Public Comment

1. N/A

Agenda Items

1. **Resolution 18-063** – Conditional Offer of Employment to Kenneth Arnold as Crossing Guard at the hourly rate of \$11.25.

Motion: Mr. Shattuck

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

2. **Resolution 18-064** – Conditional Offer of Employment to Aubrey Kirkland as Crossing Guard at the hourly rate of \$11.25.

Motion: Mr. Rose

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

3. **Resolution 18-065** – Appointing Amanda Barber to the Wilkinsburg Commercial and Industrial Development Authority.

Motion: Mr. Lefebvre

Second: Ms. Edwards

A vote 8 – 0; Motion carried.

4. **Resolution 18-066** – Appointing Amanda Barber to the Municipal Authority.

Motion: Mr. Shattuck

Second: Ms. Edwards

A vote 8 – 0; Motion carried.

5. **Resolution 18-067** – Approving Sponsor Banner Application for Pittsburgh Urban Christian School – Chrissie Koerber.

Motion: Mr. Rose

Second: Mr. Shattuck

A vote 8 – 0; Motion carried.

6. **Resolution 18-068** – Conditional Offer of Employment to Kolbe Cunningham as Full-Time Police Officer.

Motion: Ms. Edwards

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

7. **Resolution 18-069** – Conditional Offer of Employment to Andrew Peters as Full-Time Police Officer.

Motion: Mr. Lefebvre

Second: Ms. Edwards

A vote 8 – 0; Motion carried.

8. **Resolution 18-070** – Conditional Offer of Employment to Emma Brown as Full-Time Police Officer.

Motion: Ms. McCarthy-Johnson

Second: Mr. Shattuck

A vote 8 – 0; Motion carried.

9. **Resolution 18-071** – Conditional Offer of Employment to John O’Connor as Full-Time Police Officer.
 - a. Item removed from the agenda

10. **Resolution 18-072** – Conditional Offer of Employment to Wayne Wallace as Crossing Guard at the hourly rate of \$11.25.

Motion: Ms. Trice

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

11. Approving Street Closure Application – Princeton Park Block Club – Kathleen Rawlins

Motion: Ms. McCarthy-Johnson

Second: Mr. Lefebvre

A vote 8 – 0; Motion carried.

12. Authorizing the Borough Manager to advertise the change in abolishing the old Ordinance and establishing a new Ordinance for Arts Commission.
 - a. Item removed from the agenda for review at next meeting.

13. Authorizing Light Duty policy for all Borough personnel.

Motion: Mr. Lefebvre

Second: Mr. Shattuck

A vote 8 – 0; Motion carried.

14. Authorizing flooring, tables and chairs for Eastridge Library not to exceed \$10,000.

Motion: Ms. Edwards

Second: Mr. Rose

A vote 8 – 0; Motion carried.

15. Discussion about authorizing the Borough Manager to prepare letter to Penn DOT for traffic study at the intersection of Penn Avenue @ Superior Avenue.
 - a. Borough Manager has already instructed public works to re-paint the crosswalks.
 - b. Consensus of council to have Borough Manager to proceed.
16. Discussion regarding Whitney Park plans.
 - a. Item removed from the agenda.
17. Discussion on removal of the Zoning Appeal of 1221 Montier Street due to alternative materials being used for fence.
 - a. Item removed from the agenda.
18. Council Committees Reports:
 - a. Mayor's Report – Marita Garrett
 - i. Nothing to report.
 - b. Administrative Committee – Full Council
 - i. Nothing to report.
 - c. Blight/Capital Planning Committee – Patrick Shattuck, Chair
 - i. Reviewed capital planning budget.
 - d. Budget and Finance Committee – Patrick Shattuck – Chair
 - i. Talked about revenue for the upcoming year.
 - ii. Will not meet in November.
 - 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 Procedure Committee – Paige Trice, Chair
 - i. Discussed police hires, considering 3 officers from the Civil Service list.
 - ii. Will need to renew the Civil Service list, only 1 person remains on the existing list.
 - iii. Sick leave was discussed.

- iv. The idea of using paid time off (PTO) was discussed.
- v. Discussed light duty option for all borough employees.
- vi. 1 Talent Bank application was reviewed.
- i. Public Safety Committee – Vanessa McCarthy-Johnson, Chair
 - i. Nothing to report.
- j. Social Media and Promotions Committee – Denise Edwards, Chair
 - i. Nothing to report.
- k. Manager’s Report – Donn Henderson
 - i. Due to smoke testing the intersections found to have issues are Mifflin Avenue & Green Street, Biddle & S. Trenton, S. Trenton at the end near the Apartments, East End & Whitney, Whitney & S. Trenton. Final report to follow.
 - ii. Storm water ordinance was sent to council for review.

Public Comment

- 1. Kate Luxemburg – 432 Rebecca Avenue
 - a. The link on the website is not functioning correctly.
 - b. The Borough Manager advised that the link works fine, it runs slow around voting day due to increased usage.
- 2. Lois Campbell – Clean Rivers Campaign
 - a. November 19, 2018 at 6:30 at the Kingsley Center, there will be a speaker to speak about Storm Water.

Old Business

- 1. N/A

New Business

- 1. Ms. McCarthy-Johnson advised that Chatham is requesting for us to provide them with a project for Martin Luther King Jr. Day in January.
- 2. Ms. McCarthy-Johnson advised that a Chatham class may be interested in writing up a policy that the borough could implement for certain events.

Adjournment

Motion to Adjourn – Ms. Edwards
 Seconded – Paige Trice
 Meeting Adjourned at 9:00 p.m.

Pamela Macklin
 President Council