

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Council Work Session Minutes**  
**June 5, 2019**

**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.

**Council Members Present:**

Ms. Atkins  
Ms. Edwards  
Ms. Lee (arrival at 7:10pm)  
Mr. Scott  
Ms. Trice  
President Macklin.

**Council Members Absent:**

Mr. Lefebvre  
Ms. McCarthy-Johnson  
Mr. Rose

**Mayor**

Mayor Garrett - absent

A quorum was established.

**Other attendees:**

Borough Manager – Donn Henderson  
Assistant Borough Manager – Amanda Ford  
Code Enforcement Director – Eric Parrish  
Public Works Director – Roy Clark  
Assistant Finance Director – Lloyd Fait  
Acting Police Chief – Doug Yuhouse

**Pledge of Allegiance**

The Pledge of Allegiance was led by President Macklin.

**Presentation**

Irene McGlaughlin-Clark – Conservatorship, Ramsey Street

- Ms. McGlaughlin-Clark presented intent to obtain, demolish, and rebuild several homes (9 parcels) on Ramsey Street under conservatorship.

Mike Skirpan – Community Forge

- Did not receive the tax bill for 2018 due to address mix-up with Berkheimer.
- Asking for a waiver for penalties/fees and is willing to pay amount without fees pretty quickly.
- President Macklin advised that the Finance Committee will review and decide.

### **Public Comment**

1. N/A

### **Agenda Items**

1. Approving Conditional Offer of Employment to Breonna Brinson as Summer Recreation Supervisor at the pay rate of \$14.00/hr.

***Motion: Ms. Edwards***

***Second: Ms. Trice***

***A vote 6 – 0; Motion carried.***

2. Accepting Robert Metz letter of retirement effective July 5, 2019.

***Motion: Ms. Edwards***

***Second: Ms. Atkins***

***A vote 6 – 0; Motion carried.***

3. Discussion to approve Taylor Lee as the Library Director effective July 8, 2019
  - a. Ms. Trice advised that Taylor Lee was recommended by the Personnel Committee.
  - b. Motion was made to hire Taylor Lee as the Library Director, salary to be determined.

***Motion: Ms. Trice***

***Second: Ms. Edwards***

***A vote 6 – 0; Motion carried.***

4. Discussion regarding Civil Service Sergeant's Exam Wilkinsburg Police Department.
  - a. Acting Chief Yuhouse advised that the Police Department is ready to move forward with administering the Sergeant's Exam.
  - b. Motion was made to instruct civil service to select who will oversee the testing.

*Motion: Ms. Trice*

*Second: Ms. Edwards*

*A vote 6 – 0; Motion carried.*

5. Discussion regarding Police Department recommendation to Council for two new Police Officer Hires – Acting Chief Yuhouse.
  - a. Acting Chief Yuhouse advises that the department is currently short by 2 officers. Will provide recommended names by the next council meeting.
6. Approving the TRID Study – Borough Manager.
  - a. Approval was recommended by the Planning Commission

*Motion: Ms. Lee*

*Second: Ms. Atkins*

*A vote 6 – 0; Motion carried.*

7. **Resolution 19-024** – Banner application for Wilkinsburg Chamber of Commerce – Wilkinsburg Open Market from June 2019 through end of season.

*Motion: Ms. Edwards*

*Second: Ms. Trice*

*A vote 6 – 0; Motion carried.*

8. Approving the Ardmore Linear Park Bid in the amount of \$480,000.00 – Borough Manager.
  - a. By recommendation of the Borough Manager, this item will be re-visited at the next council meeting once the Borough Engineer’s official approval recommendation letter arrives.

*Motion: Mr. Lefebvre*

*Second: Ms. Trice*

*A vote 6 – 0; Motion carried.*

9. Approving Public Playground/Hunter Park Permit Application for Turner’s School Kids Graduation Celebration – Candace Everette

*Motion: Ms. Edwards*

*Second: Mr. Scott*

*A vote 6 – 0; Motion carried.*

10. Approving public Park property/Hunter Park Permit application for New Vision Ministries, Inc. for Father’s Day Cookout – Warren Jackson, Sr.

*Motion: Mr. Scott*

*Second: Ms. Lee*

*A vote 6 – 0; Motion carried.*

11. Approving Public Property/Penn Avenue Parklet Permit Application for Teen Works Charitable Org. et Injustice Project – Pearlina Story

*Motion: Ms. Edwards*

*Second: Ms. Lee*

*A vote 6 – 0; Motion carried.*

12. Approving Street Closure Permit for Health and Wellness Block Party – Hosanna House, Inc – Erica Glenn

*Motion: Ms. Edwards*

*Second: Ms. Trice*

*A vote 6 – 0; Motion carried.*

13. Council Committee Reports:

- a. Mayor’s Report
  - i. Sent to council
- b. Blight/Capital Planning Committee – Pamela Macklin, Chair
- c. Budget and Finance Committee – Michael Lefebvre, Chair
  - i. Nothing to report
- d. Business Outreach and Jobs Development – Denise Edwards, Chair
  - i. Nothing to report
- e. Constituent Service & Special Event Committee – Vanessa McCarthy-Johnson, Chair
  - i. Thursday Art in the Park concert list has been completed.
  - ii. Enjoy the Thursday Open Market as well.
- f. Personnel, Policy & Procedure Committee – Paige Trice, Chair
  - i. Fire escrow procedures were discussed.
  - ii. Residential Parking procedures discussed.
  - iii. Discussed new Library Director due to Bob Metz being about to retire.
- g. Planning Commission
  - i. Discussed house rules for the Planning Commission
  - ii. Approved the TRID Study
- h. Public Safety Committee – Vanessa McCarthy-Johnson, Chair
  - i. Traffic for Ardmore Boulevard discussed. Heavy enforcement to ensue during morning rush hour for violators.
  - ii. Vandalism at Ferguson Playground discussed.
- i. Social Media & Promotions Committee – Denise Edwards, Chair
  - i. Discussed implementing a community newsletter/survey next year to ensure that all residents receive the delivery.
  - ii. Nixle Alert System is in place.
- j. Borough Manager’s Report – Donn Henderson
  - i. Mr. Henderson introduced the new intern, Prince Matthews, who is working on several things including promotions, marketing, and social media.

- ii. The main lobby renovations are nearing completion. A cleaning company will be in to do a deep cleaning in the halls.
- iii. 2 grants were denied. The sidewalk project up to Graham Field, and the Side-Lot program, due to lack of funds.
- iv. Dicks Sporting Goods is providing 100 volunteers to do community service.
- v. CITF meeting will occur tomorrow to finalize funds regarding Wood Street.
- vi. The Wilkinsburg CDC received a Towney award.
- vii. Will be attending the Boroughs Conference in Hershey.

### **Public Comment**

- 1. Mark Bannister – Bella Street
  - a. Upset with the limited pickup for Yard Debris.
  - b. Mr. Henderson spoke to the issues surround several yard waste pickup dates.
- 2. Austin Hestgalen – 603C S Trenton Avenue
  - a. Mr. Hestgalen invites council to the Sleeping Octopus on June 21 & 22 for a symposium.
- 3. William Jackson – 236 Portrait Place 15210
  - a. Abandoned building at 1810 Montier, wants it to be torn down. It was on the list for demolition when he checked 8 years ago.
  - b. Mr. Jackson was referred to Code Enforcement.

### **Old Business**

### **New Business**

- 1. President Macklin advised that resident Bernadette Curry has passed away. She will be greatly missed.
- 2. President Macklin advised that with the anniversary of D-Day coming up, the last Black Veteran that served on the beaches in Normandy is a Wilkinsburg Resident. There will be a celebration in his honor at the next council meeting.
- 3. Ms. Atkins advised that the 50+ club is going to be next Tuesday.

### **Adjournment**

President Macklin advised there will be a brief executive session – Real Estate matter.  
Meeting Adjourned at 8:22 p.m.

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Pamela Macklin  
President Council