

March 13, 2024 **Public Meeting APPROVED MINUTES**  
**Wilksburg Government Study Commission (WGSC)**  
900 Wood Street, Wilksburg, PA, 15221, 2nd floor

Zoom: [https://zoom.us/rec/share/v\\_4XNi6Lwe2HdC71HiUh8oSqCBqTYn\\_TaRKQB9653bFzAENQwhT5e11UZ59D-91k.XfKwMgd7ID418LDg](https://zoom.us/rec/share/v_4XNi6Lwe2HdC71HiUh8oSqCBqTYn_TaRKQB9653bFzAENQwhT5e11UZ59D-91k.XfKwMgd7ID418LDg)

Passcode: c4QjnB.2

Attendees:

1. Keywanda Ballard-Battle
2. Dean Brandt – joined 5:42
3. *Janet Harris – absent*
4. Jacquet Kehm
5. Ruth Kittner
6. Beverly McCoy
7. *Paul O’Hanlon – absent*

Meeting called to order 5:37 pm

**Public Comment on Agenda [3 minutes] : None**

Agenda:

1. Approval of last meetings’ minutes : *tabled*
2. Review of Initiative & Referendum article
3. Review of Powers article
4. Committee scheduling: Solicitor, Contracts, Personnel, Transition articles.

Meeting adjourned 6:58 pm

**Public Comment [3 minutes] :**

**Renee Haynes-Johnson: Commended the Commission on the amount of work we’ve done. Mentioned the Bill of Rights discussion is potentially scary. However, also mentioned at the State Level there is ongoing discussion of allowing fracking in parks, which is something to prevent. Opined that regionalized services are the future.**

Wilksburg Home Rule Charter

**ARTICLE VII Solicitor**

**§ 7.1. Appointment, qualifications and compensation.**

The Borough Council, by a majority vote of its seated members, shall appoint a Solicitor for an indefinite term and shall fix the Solicitor's compensation. The Borough of Wilksburg is the client of the Solicitor.

The Borough Solicitor shall be an official of the Borough and shall be appointed either on a full-time basis or a part-time basis or on a retainer basis or a combination thereof, where the Solicitor shall serve the Borough as needed and required. The Borough Solicitor shall be admitted to practice before the Supreme Court of Pennsylvania and may be one person or a law firm, partnership, association or a similar professional entity.

**§ 7.2. Removal.**

The Council may, by a majority vote of seated members, remove the Borough Solicitor at any time, with or without cause.

**§ 7.3. Powers and duties.**

The Solicitor shall be the chief legal officer of the Borough. The Solicitor shall have the following powers and duties, but not limited to:

1. The Borough Solicitor shall furnish legal advice to the Borough Council, to the Manager, and to all boards and commissions concerning any matter or thing arising in connections with the exercise of their official powers or performance of their official duties and, except as otherwise expressly provided by the Council, shall supervise, direct and control all of the law work of the Borough.
2. The Borough Solicitor shall, at the direction of Council, collect, or cause to be collected, by suit or otherwise, all debts, taxes and accounts due the Borough which shall be placed with the Solicitor for collection by any officer, department, board or commission, and shall represent the Borough and every officer, department, board or commission in all litigation.
3. The Solicitor shall prepare or approve all contracts, bonds and other instruments, in writing, in which the Borough is concerned, and shall approve all surety bonds required to be given for the protection of the Borough.
4. At the direction of the Council, the Solicitor shall investigate any violation or alleged violation within the Borough of statutes of the Commonwealth of Pennsylvania or of the United States of America or of ordinances of the Borough or the County, and shall take such steps and adopt such means as a may be reasonably necessary or appropriate to enforce or cause the enforcement within the Borough of such statutes and ordinances.
5. Upon the request of the Borough Council or of the chairman of any committee of Borough Council or the Borough Manager, the Solicitor shall prepare ordinances or resolutions for presentation before the Borough Council.
6. At the direction of the Borough Council the Solicitor shall appear for and represent the Borough, or, if appropriate, the residents of the Borough as a class, on matters before the various regulatory agencies of other governmental bodies.
7. Special legal counsel may be retained upon recommendation of the Solicitor subject to the approval of Council.

**SECTION 7.4. Access to Records.**

The Solicitor shall have the right of access to records of any officer, employees, department, board, authority or commission of the Borough of Wilkinsburg.