

WILKINSBURG BOROUGH
Financial Work Session
Minutes
March 18, 2015

CALL TO ORDER

President McCarthy-Johnson called the meeting to order at approximately 6:36 pm 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 Mr. Shattuck, Ms. Garrett, Mr. Taiani, Ms. Trice, Ms. Macklin, Ms. Grannemann, Mr. Lefebvre Ms. Moore, and President McCarthy-Johnson, Amanda Ford. Mayor John Thompson was absent. A quorum was established.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, a moment of silence was observed to remember victims of violent crime.

PUBLIC COMMENT

1. **Kate Luxemburg – 432 Rebecca Avenue**
RE: Garbage Contract Renewal

Ms. Luxemburg noted that MSF Fees should not be billed to vacant properties.

PRESENTATION – Office of Public Arts

2. **SallyAnne Kluz, Associate Director of Office Public Arts**, was invited to give a presentation regarding the Wilkinsburg Civic Arts Community public and private designs, and those associated with the Gateway sign project.

Yvonne James – 712 West Street resident and business owner of James Flower Shop who was a former chair. Jody added there was a lot information in the by-laws they are willing to lend their expertise whenever they can help.

Jan Maska – stated he was a founding board member of the CDC, they have a volunteer design committee within the WCDC which consist of designers, architects, engineers and we predate our committee which was helping people in the community with the design consideration.

President McCarthy- Johnson stated Council and WCDC needs to get together and decide on the gateway sign project for the Borough.

FINANCE

1. Street Sweeper Purchase -

Roy Clark and Bob Griffin (Vendor) presented detailed information on the Johnson V Range street sweeper and they submitted the quote. The question was asked in regards to training. Training will be available to operators. Councilwoman Moore asked how many operators are needed and the answer was two. The life span of the sweeper is 10-15 years.

Replacement: main broom (\$250.00) gutter broom (\$85.00); savings. Sweeper holds 10,000 gallons of water (stainless steel) compartment guaranteed for the life of that vehicle. President McCarthy-Johnson state she likes that it has a rear camera.

Barbara Bradley – Kendon Drive West - The question was asked if the sweeper was being used as a trade-in value and Roy Clark said yes. President McCarthy- Johnson asked Finance Director, Dave Egler if this was in the 2015 budget, he stated there is approx. \$62,0000.00 remaining from the bond issue this would cover the down payment 50 or 60,0000.00 as far as funding for future there would be two options one would be whether or not a bond if that is not going to happen or fund it could be funded out of the general fund the for next year's operating transfer. President, McCarthy-Johnson stated that the bond issue needs to happen soon, Dave stated that in the future they would have to be very creative in there budget in order to fund it and depending on how many years (5-7 years).

Ms. Macklin- Stated that the Borough Manager, Amanda Ford was looking into to securing a loan for paving which was called Pennsylvania Infrastructure (PIB) they do have a direct link and phone information to proceed with the application.

President McCarthy-Johnson mentioned that street sweeping season starts April 1st and wanted the Finance Director and Manager to provide at the next council meeting, to shop around with Fifth First Bank and other local banks in Wilkinsburg. The vendor said they are willing to give the borough a loaner for 120 to 150 days including maintenance and they would like that put in writing if they decided to purchase the sweeper from this vendor.

2. Business Privilege Tax-

Finance Director, Dave Egler had a discussion with Berkheimer regarding (Real Estate and Business Privilege billing Taxes) and Keystone (Earn income Tax and Local Services Tax) regarding rates and collections.

3. Review of Assistant Finance Director Job Description-

The Finance Director along with the Borough Manager have prepared, job description for the Assistant Finance Director, they asked Council to look it over and to provide comments, ideas for final draft.

4. System Four Cleaning Company-

(System-Four) has presented a quote for stripping and waxing the floors throughout the Borough Building. Council is not willing spend any money to have the floors done. President McCarthy-Johnson further stated the cleaning is not up- to- par and that most of the individual are unable to pass the clearances, she also suggestion that they hire three people part-time at \$10.00 hr. that can cover all three buildings.

GENERAL MATTERS

1. Discussion – Garbage Contract renewal-

President McCarthy-Johnson- She would prefer not to have the discuss until the committee meets so all of council knows what is inside the Contracts, one contract needs to have notification by the end of March.

2. Discussion – Resolution No. 15-016-Authorizing the sale of vacant property located on Rebecca Avenue, and further identified as 176-C-285, to Marc V. Taiani in consideration of \$5,601.00 representing the highest bid received through a sealed – bid process.

Motion: Mr. Lefebvre

Second: Ms. Garrett

Yes: Ms. Grannemann, Mr. Shattuck, Ms. Macklin, Mr. Lefebvre, Ms. Garrett, Ms. Moore, Ms. Trice, President McCarthy-Johnson, and Mr. Taiani abstain.

Votes 8 and 1 abstention.

Council directed Borough Manager that she should have a copy of all borough owed property.

3. Resolution No. 15-017-A banner be sponsored across Penn Avenue, advertising a free Easter Outreach for RCCG-Living Spring International Pittsburgh.

Motion: Mr. Lefebvre

Second: Mr. Shattuck

Yes: Ms. Macklin, Ms. Grannemann, Mr. Shattuck, Ms. Moore, Mr. Lefebvre, Ms. Garrett, Mr. Taiani, Ms. Trice, and President McCarthy-Johnson.

All voted yes, motion carried.

4. Discussion regarding the PSU Landscape Architect Tree-Revitalization Grant Application due March 20, 2015.

Borough Manager will contact PSU for presentation to be scheduled for April 8, 2015.

A motion to approve subject to review by Mr. Shattuck and agreeing to come before council to present their project within the next 30-days, a completed applicant is needed as soon as possible. They need to call the Borough Manager to schedule a meeting. Nine Mile Run to plant trees and flowers in the lot.

Motion: Ms. Macklin

Second: Mr. Taiani

Yes: Ms. Macklin, Ms. Grannemann, Mr. Shattuck, Ms. Moore, Mr. Lefebvre, Ms. Garrett, Mr. Taiani, Ms. Trice, and President McCarthy-Johnson.

All voted yes, motion carried.

5. Approving the Pension benefit for the widow of Isadore Trunzo to begin retroactive.

This is a point of information- the item does not need to come before Council, if the widow is entitled to the benefit move forward with it.

PUBLIC COMMENT

- 1. Linda Atkins- 2021 Kendon Drive West Captain of Block Watch** commented that Duquesne Light Company is destroying trees along Graham Blvd, Penn Avenue, she Complained that Davey Tree Expert Company- Don Oshetsky 412-861-7146 was destroying trees and they contracted -Travis McIntyre is the Forester at Duquesne light.

OLD BUSINESS

- President of Council discuss update on all Authorities, Boards and Commissions committees and their actual duties of each one of these committees needs to be done by the second week in April. President McCarthy-Johnson requested Ms. Ford to give her a folders of all committees' by-laws and the notes/minutes from the Strategic Plan Work Session held July 2014.
- Sun Newsletters - The President will put an article in the Sun in regards to the correct information for all standing meetings along with the Talent Bank link application needs to be placed on the Borough's website.
- Cindy Bahn and the website provider New Perspective is the person(s) to do the updates on the website. Ms. Ford has asked her to schedule a sit down meeting with New Perspective. Council had agreed for department heads to have access, but Cindy said there

was an issue with New Perspective the last time we had given department heads flexibility to do it the system crashed. The information on website is outdated.

- Green Street Park is in the hands of the attorney - we need to contact Michael Witherel and the School District regarding this email and send it to Matt Hoffman.
- Patrick Shattuck - Neighborhood Allies meeting and he is also attending the Parkway East Corridor planning meeting he report back to council, modification for the vacant property program Wilkinsburg has been one of the community that have been selected for rehab, and vacant property for demolition 100% of legal fees.

NEW BUSINESS

- Senator Costa was in town to meet with Wilkinsburg to discuss our concerns, and the governor's budget. Many of the resident do not what the houses torn down they want them rehabbed, that was one of the major concern along with education.
- Ms. Ford gave a reminder to Council regarding the donation for Mayor, Martin O'Malley Forest Hills.
- Tax Bills coming to the resident's home, Dave Egler will follow-up with Berkheimer to have a letter placed in the Sun Newsletter, and on the Borough website.
- President McCarthy-Johnson – Regarding Clean-Up Days, we should get dumpsters and cleaning supplies from Allegheny Clearways free for the April 18th event. Also, she asked Dave Egler about Parking Enforcement – money in the budget for a new vehicle. Mr. Egler's reply was yes.
- President McCarthy-Johnson announced that Council will go into Executive Session.

ADJOURNMENT

Being no further business, President McCarthy-Johnson adjourned the meeting at approximately 9:10 pm.

Executive Session ended with no action taken at 9:45 p.m.

Vanessa McCarthy-Johnson
President Council