

**WILKINSBURG BOROUGH COUNCIL MEETING**  
**Council Legislative Session**  
**Minutes**  
**November 18, 2015**

**CALL TO ORDER**

Vanessa McCarthy-Johnson called the meeting to order at approximately 7:00 pm in Council Chambers, second floor of the Municipal Building, 605 Ross Avenue, Wilkesburg, PA 15221.

**ROLL CALL**

The roll was called to establish a quorum. Present were Mr. Taiani, Ms. Trice, Ms. Grannemann, Mr. Shattuck, Ms. Macklin, Ms. Moore, Mr. Lefebvre, Ms. Garrett and President Vanessa McCarthy-Johnson. John Thompson, Mayor, Michael Witherel, Solicitor and Amanda Ford, Assistant Borough Manager were also present. A quorum was established.

**PLEDGE OF ALLEGIANCE**

Following the pledge of allegiance led by President Vanessa McCarthy-Johnson, a moment of silence was observed to the victims of violent crime in Beirut and Paris.

**PRESENTATION**

➤ **WCDC Report – Tracey Evans – Executive Director**

- WCDC is a non-profit and has served the Borough of Wilkesburg for over five (5) years. Our mission is to aid in the revitalization of Wilkesburg business and residential district.
- Comments on the accomplishments throughout the five years promoting sales of business properties, filled 19 vacant storefronts and support of 16 façade improvements projects.
- 2016 upcoming projects: train station fund grant application submitted to revitalize and restore the building. Funds to raise of \$100,000 and to partner with Allegheny County (ACED).
- Applying for two grants 1) Traffic Circulation Study/Planning Grant and 2) Neighborhood Partnership Plan – waiting for state funding; state budget still not passed.

➤ **Coro Fellow Center Non-profit Incorporated – Greg Crowley**

- One of five in Pennsylvania; our mission is to enhance leadership roles.
- Two years in Wilkesburg and two Coro Fellows interns: Alex Sandoval working in the Borough on a property assessment database on property and Nick Maltone

working in the School District on a project to implement a behavioral system to keep kids in school and on track.

- Mr. Crowley will provide reports of the progress regarding the two Coro Fellow interns.

➤ **WPJWA Report – Carl Lewis** – Borough representative

- WPJWA 2016 Budget not yet passed. Vote is scheduled for November 19<sup>th</sup> 2015.
- Monroeville and Plum are no longer customers of WPJWA. This decision will have no financial impact on the Water Authority or its constituents.
- Explanation of monthly billing payments. Website is user friendly.
- Please contact me for any water authority sewer bill issues that I may be able to help serves the residents of the community with water authority type issues.
- Willing to come back in December to discuss the new rates increase and capital projects for 2016.

**PUBLIC COMMENT**

None.

**AGENDA ITEMS**

1. Approving Council Meeting Minutes of 10/14/15 and 10/21/15.

- Ms. Macklin – Please correct the typo for October 14<sup>th</sup> page 6; Jim to Tim Weinstein.

**Moved: Mr. Lefebvre**

**Second: Mr. Shattuck**

**All voted in favor of the vote; 8 – 1 abstain – Ms. Moore (absent on 10/14/15). Motion carried.**

2. Approving October Checks Issued:

- **Moved: Mr. Lefebvre**

**Second: Mr. Taiani**

**All in favor of the vote; 6 – 3 Nays. Motion carried.**

3. Approving Ordinance No. 2943 Commercial Vehicles Parking.

- **Moved: Mr. Shattuck**

**Second: Mr. Lefebvre**

**All voted in favor of the vote; 9 – 0. Motion carried.**

4. Approving the Resolution No. 15-072 – Authorizing the Borough of Wilkinsburg to enter into an application agreement for TRID Planning Study for Wilkinsburg Train Station.

- **Moved: Ms. Garrett**

**Second: Ms. Macklin**

**All voted in favor of the vote 9 – 0. Motion carried.**

5. Approving Resolution No. 15-073 – Authorizing a Planning Grant for a Parking Study in the Borough’s Main Street District.

**Moved: Ms. Garrett**

**Second: Mr. Lefebvre**

Question from Mr. Shattuck – Regarding this resolution and that it should reference the comments made by Tracey Evans that the scope of work will be reviewed and approved by the Borough’s Capital Planning Committee of Council.

- Mr. Taiani – Suggested to Mr. Shattuck to amend the motion to reflect what you are stating?
- Mr. Shattuck – Yes.

**Amending the motion that Now, Therefore, be it Resolved by the Wilkinsburg Borough Council that:**

1. **An application will be submitted to the Department for \$25,000; and the scope of work shall be reviewed and approved by the Borough of Wilkinsburg Capital Planning Committee.**

**Moved: Mr. Shattuck**

**Second: Mr. Taiani**

**All voted in favor of the vote 9 – 0. Motion carried.**

President McCarthy-Johnson – Back to the original vote for Resolution No. 15-073 amending section #1 approving the motion based on the amendment that the scope of work must be reviewed and approved by the Capital Planning Committee.

**Motion: Mr. Shattuck**

**Second: Ms. Grannemann**

**All in favor of the amended voted 9 – 0. Motion carried.**

6. Approving Resolution No. 15-074 – Handicap Parking Permit at 314 West Street for Patricia Murphy.

**Moved: Mr. Lefebvre**

**Second: Ms. Moore**

**All voted in favor of the vote 9 – 0. Motion carried.**

7. Approving Resolution No. 15-075 – Appointing Margaret Johnston to Pension Board.

**Moved: Mr. Lefebvre**

**Second: Ms. Moore**

**All voted in favor of the vote 9 – 0. Motion carried.**

Question from Ms. Trice – Does it matter that she is not a resident.

- Amanda Ford – Assistant Borough Manager – Residency is not the concern; she is a union member and the vacancy must be filled by a union member.
- Mr. Shattuck – Notes that all soon to expire vacancies on the Authority, Boards and Commissions needs to be notified to determine their interests is continue service.
- President McCarthy-Johnson – Requested an updated chart of all Authorities, Boards and Commissions for the next Council meeting.

**Motion to table agenda items(s) #8 and #9 until review of updated chart and letters of continuous interest to go out to all currently serving and terms due to expire.**

8. Approving Resolution No. 15-076 – Appointing Anna Kurtz to Community Arts & Civic Design Commission.
9. Approving Resolution No. 15-077 – Appointing Brian Gaither to Community Arts & Civic Design Commission.

**Moved: Mr. Shattuck**

**Second: Ms. Trice**

**All voted in favor of the vote 8 – 1 Nay. Motion carried.**

10. Approving Resolution No. 15-078 – Approving the CDBG Emergency Demolition application for 1614 Clark Street and 1152 South Avenue.

Question from Ms. Grannemann – Where is the money coming from?

- Dave Gilliland – Borough Engineer – This is a CDBG grant applied to Allegheny County. Both structures are safety hazards on the verge of collapsing. Process is roughly two months before notification of approval.

**Moved: Ms. Trice**

**Second: Ms. Macklin**

**All in favor of the vote 9 – 0. Motion carried.**

1. Approving Resolution No. 15-079 – Approving Attachment E Demolition Slums and Blight Resolution that the structures constitutes a health and safety hazard to our residents.

**Moved: Mr. Lefebvre**

**Second: Ms. Macklin**

**All voted in favor of the vote 9 – 0. Motion carried.**

Question from Ms. Macklin – Will the properties be lien?

- Eric Parrish – Code Enforcement Director – Yes, all CDBG grants for demolition properties must be lien under the program. Owner of property will also be cited for violation of Act 90 assets of property.
- Mr. Gilliland – Comments on the PIB Loan processing; a list of streets needs to be approved by council. Streets needing to be milled will be done.
- President McCarthy-Johnson – Mulberry Street housing construction; street openings for plumbing, etc. Patch work in place after completion of the waterlines. Contractors needs to be notified regarding restoring the street back to its original condition.

11. Discussion regarding Budget preparations.

- Dave Egler – Finance Director – Manager and I are seeking Council’s final remarks regarding the completion of the 2016 Budget. If there are no further discussion regarding changes. We can move forward to advertise and provide a copy of the proposed adopted budget for public review and a final vote for the budget scheduled for December 9<sup>th</sup> Council meeting.
- Mr. Taiani – Request executive session for further discussion

**PUBLIC COMMENTS**

1. Lemuel Nixon – 1601 Penn Avenue Apt #912E – Complained of traffic safety issues: speeding along Penn Avenue in the area of Beacon Hill, Ambassador Apartments. Princeton Blvd at Franklin Avenue. (Going up towards Princeton). Too much speeding for the elderly residents in the area and it is not safe to cross.
2. Herbert Chapman – 2026 Boggs Avenue – resident for 20 years. No Parking signs regarding Street-sweeping. No parking (sign) the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month. Where do we park? Borough Traffic vehicle parked on the street after 4:00 pm. Parked all night long.

**OLD BUSINESS**

- Ms. Macklin – Engle-Hambright & Davies, Inc. (EHD) Risk Control Review – Met with the Borough Manager and Rick Scott. Mr. Scott has provided information that would better serve our borough to evaluate our loss risk factors. Worker’s compensation ratings are low. He would like to check on why we were placed under the SWIF Insurance.
- Ms. Macklin – On a positive note EHD seems to be very proactive to work with us to prevent possible law suits.
- Mr. Shattuck – Recites the language of the ordinance regarding ‘No Parking’ signs under section 248-31.
- Ms. Macklin – Friday, December 4<sup>th</sup> at noon the middle school students will join us to assist decorating in front of the borough building for holiday decorations. I welcome all to join and to accept donations of decorations.

## **NEW BUSINESS**

- Ms. Trice – Provided a few announcements on behalf of the Mayor. Mayor would like to mention the budget for the holiday parade scheduled for December 12<sup>th</sup>.
- Community Christmas Concert on December 5<sup>th</sup> from 2-4 pm sponsored by the Christian Church of Wilksburg. Performing must register by November 23<sup>rd</sup> 2015.
- Police Department has tickets for Christmas Holiday movies in Monroeville. Anyone interested is to see the Police Department.
- Ms. Grannemann – Is there anything that needs to be done with the Holiday Parade budget?
- Ms. Trice – He mention that this budget highlights the funds required for the event.
- Mr. Shattuck – Read from the budget line item #455-542 – Civic Holiday/ Celebrations remaining balance is \$1,031.71.
- Ms. Jody Guy – Volunteers to talk with her boss regarding the rental of the buses for transportation of the Obama Band.

**Ms. Macklin motions to approve the Holiday Parade Budget in the amount of \$961.00 pending the Wilksburg School District sharing some of the costs for bus transportation; and that we anticipate Ms. Guy’s efforts to seek financial support reduction in the cost for the buses.**

**Moved: Ms. Macklin**

**Second: Ms. Trice**

**Roll Call vote: Ms. Macklin – Yes, Mr. Shattuck – Yes, Mr. Lefebvre - No, Ms. Moore - Yes, Ms. Trice - Yes, Mr. Taiani - No, Ms. Garrett - No, Ms. Grannemann – Yes, President McCarthy-Johnson – Yes.**

**Motion carried 6 – 3 Nays.**

- Ms. Macklin – President McCarthy-Johnson - Will you please contact the Mayor and express our comments.

## **ADJOURNMENT**

- President McCarthy-Johnson adjourns the meeting at 8:45 p.m.
- Announcement of executive session for discussion regarding matters of real estate and personnel/budget matters.
- Note\* Executive session held at 6:00 p.m. for purposes of personnel matters – Attorney Julie Aquino present.

Executive session start at 8:55 p.m. Action taken for a 3% increase for administrative staff with more than one year of services for 2015 including the Library.

Executive session ended with action taken at 10:35 p.m.

**Moved: Ms. Trice**

**Second: Ms. Grannemann**

**Roll call vote: Ms. Trice – yes, Ms. Macklin – Yes, Mr. Shattuck – Yes, Ms. Grannemann – Yes, Mr. Lefebvre – Yes, Mr. Taiani – No, President McCarthy-Johnson – Yes.**

**All voted in favor of the vote 6 – 1 Nay. Motion carried.**

**Adjourned from executive session at 10:37 p.m.**

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Vanessa McCarthy-Johnson  
President Council