

WILKINSBURG BOROUGH COUNCIL MEETING
Capital Planning Work Session
December 2, 2015

CALL TO ORDER

President McCarthy-Johnson called the meeting to order at approximately 6:58 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 Ms. Garrett, Mr. Shattuck, Mr. Taiani, Ms. Trice, Ms. Grannemann, Ms. Macklin, Mr. Lefebvre, President McCarthy-Johnson and Amanda J. Ford, Assistant Borough Manager. Absent – Ms. Moore and Mayor John Thompson. A quorum was established.

Announcement:

- President McCarthy-Johnson announced late start of meeting due to executive session held for purposes of personnel and litigation matters.
- Executive Session – Start time at 6:00 p.m.; End time at 6:56 p.m.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance led by President McCarthy-Johnson, a moment of silence was observed in remembrance of Fred Schweiger, dedicated employee for 27 years.

PUBLIC COMMENT

None.

CAPITAL PLANNING

Mr. Shattuck – Chairman

- No meeting for November 2015.
- Eastridge Library feasibility study continuous planning.
- Met with HRG Engineering regarding preliminary design work along Ardmore Blvd Corridor.
- ACED meeting with Director and Senior Staff; very positive meeting and very supportive of our community projects.

AGENDA ITEMS

1. Discussion regarding Alternative Sources of Revenue for Budget 2016 – Councilwoman Garrett.
 - Advertisement – A good tool to market our community revitalization and economic development expansion.
 - Automation – Exploring ways to “one-click” paying options processing (i.e., ticket payments, permit fees, commercial and residential parking permits, etc.)
 - Adopt a Block/Park/Etc. – May not increase revenue; but could reduce expense and time of Department of Public Works. The Block Group’s voluntarily efforts would enhance the pride and cleanliness of our community.
- Ms. Grannemann – Provided a list of items from the Borough’s 2010 Sustainability Assessment. Recommendations regarding energy efficient steps that would help to reduce cost and eliminate waste.
2. Discussion regarding Sprout Grant and funding use – Jody Guy
 - Jody Guy – Provided Council with a scope of work description that would justify the Sprout Grant Fund and expenditures evolving a “social engagement” art project. Ameri-Corp Volunteers (45) will come out on Martin Luther King Day (MLK), January 18, 2016 to collect Wilkinsburg Borough history from individuals of the community and convert the history into an artistic intervention public art project.
 - An app registry has been created for the community to use to store the historical information provided by the residents of the Wilkinsburg community; and then download the story onto the app that would be uploaded and stored in the U.S. Library of Congress. That will provide an archive of Wilkinsburg history, culture and personal stories from residents of Wilkinsburg.
 - Sarah Collier and Jamilla Kamara – Coro-Fellow Center – Explains the process and how the gathering of information will commence.
 - Jody Guy – Further stated that there will be other Sprout Grants for continued projects and will come Council for permission to pursue the Sprout Grants.
 - President McCarthy-Johnson – Reiterates the purpose of the committee and that the committee was to be an outreach extension of Council. The process must include the community involvement.
3. Discussion regarding update of Boards, Committees and Commissions.
 - Council instructed the Borough Manager’s office to contact each individuals serving on the committees to confirm their interest to remain on the committee.

- Councilman Shattuck – Comments that an updated list of the A, B, C’s were provided to Council.
 - Amanda Ford – The Administrative office will contact each individual to confirm a reappointed term. Also, Councilwoman Moore expressed an interest to continue serving on the Shade Tree Committee as a resident and her vacancy as councilperson sitting on the Commission will need to be filled. Ms. Moore has also expressed an interest to serve on the Library Board to finish out the term of Mr. Hugley who has resigned from his term.
 - President McCarthy-Johnson – Expressed an interest to serve on the Library Board.
 - Jody Guy was asked to provide an updated list of the Arts Committee members.
 - WRA (Wilkinsburg Redevelopment Authority) needs to be revisited, etc.
 - Council request that Ms. Bahn send out a letter to update expiring terms of all vacancies.
4. Discussion regarding Ordinance No. 2944 – Fixing Tax Rate for fiscal year 2016.
- No need for a vote tonight. This is just an informational discussion that we will vote next week for a ‘no tax increase’ for 2016.
 - Amanda Ford – This ordinance has been advertised and we can vote next week on December 9, 2015.
5. Approving Resolution No. 15-080 – Establishing the Alcosan Sewer Fees effective January 1, 2016.

Motion: Mr. Lefebvre

Second: Ms. Macklin

All voted in favor of the vote - 7 – 1. Motion carried.

6. Council Committee Reports.
- Administrative Committee – Ms. Mccarthy-Johnson – Chair - No report.
 - Budget and Finance Committee – Mr. Lefebvre – Chair
 - No meeting in November
 - Committee continues to work with the Manager and Finance Director to complete a balanced budget for 2016. Final Budget to be presented and voted on at the December 9, 2015 Council meeting.
 - Civic Sector and Constituent/Business Outreach Committee – Ms. Macklin – Chair
 - Attended the Chambers Breakfast – Sponsored by the School of Deaf.

- Attended the Chambers Strategic Planning Meeting – Appointed to volunteer along with Craig Keto to serve on the Business Friendly Committee.
 - Next Outreach project is schedule for Friday, December 4, 2016; painting windows in the business district.
 - I, Ms. Trice, Linda Law and Josie Bryant has joined efforts with PittServes to clean and plant spring bulbs along linear park.
- Community Relations/Special Events – President McCarthy-Johnson – Chair – No report.
 - A Toy Drive effective now up until December 18th 2015. Accepting applications that were dispersed between the School District and the Borough. We are accepting toys donations, monetary donations; to be distributed on December 19th 2015. Mr. Johnson from the School District will be having a dinner that evening and the Toy Drive will follow after the dinner.
 - Next meeting will be held on December 14th 2015 at 7:00 p.m.
 - Ms. Trice – Madame President, will you be mentioning the Christmas Parade?
 - President McCarthy-Johnson – I noticed that it is listed under the Public Safety Committee. So I will allow Kate to mention the event.
- Hiring Committee – Ms. Moore – Chair – Absent tonight. No report.
 - Personnel Committee – Ms. Trice – Chair
 - Personnel Committee met on October 26th and November 17th 2015.
 - Continuous revision work on the Employee Manual.
 - Next meeting is scheduled for December 3rd, and it is a closed meeting.
 - Public Safety Committee – Ms. Grannemann – Chair
 - Emergency Management Plan continues to be on my report until the names have been inserted under each category of command responsibilities.
 - Code Enforcement Director request that Fire, Police, EMS, etc. includes him regarding call-outs on emergency events that results in code violations and hazardous conditions of occupied and unoccupied structures.
 - Christmas Parade mentioned under my report because the Mayor attended the Public Safety Committee meeting and it was discussed with the committee due to his request to have the Fire Department to provide use of the Fire Safety Mobile during the events following the parade. Line-up at DPW garage at 10:00 a.m. and the parade starting at 11:00 a.m.
 - Winter coats distribution by the Fire Department to children at Kelly and Turner Elementary Schools.
 - Side door continues to be (unlocked) as of November 24th.
 - President McCarthy-Johnson – Please send an email to all users of that stairwell to lock and secure the doors at all times.
 - Mr. Lefebvre – Question regarding remarks under the Engineer’s report. Decorative Lighting installation project. Proper markings of the electrical lines not completed. Resulting to prior electrical work and installation damage during a new project.

- Amanda Ford – Discussion with Mr. Clark. He informed me that this issue is a complaint of the past. Currently, any and all PA One Calls are marked by his department staff upon request for project construction.
- Mr. Shattuck – Questions whether or not if there is an existing preventative maintenance program for the decorative lighting equipment.
- Mr. Shattuck – Responded to an email from Tracey Evans regarding the decorative lighting on Penn Avenue. Repairs contracted out to Allegheny Electric and Stanton Electric.
- Mr. Lefebvre – Item #8, question for Amanda. DPW garage door motor replacement and the rubber roof have started to deteriorate; complaints received by EMS renters. Roy Clark and Engineer were informed to move forward on repairs. Funds provided for repairs under the capital improvement bond.
- President McCarthy-Johnson –Inquired about the raccoon collection. Mr. Parrish reported that things were going well. Over 100 raccoons collected.
- Mr. Shattuck – Do we want to approve a resolution on the decorative lighting repair cost along Penn Avenue authorizing additional work in the amount of \$52,755.69.

Motion: Ms. Macklin

Second: Mr. Lefebvre

All voted in favor of the vote. 8 – 0. Motion carried.

- Mr. Taiani – This vote covers what types of repairs?
- Mr. Shattuck – The replacement of four (4) poles and a lot of wiring replacement that will ensure that all lighting is operable.

Public Comment

- 1) Mike Milberger – 311 Barnes Street – Thanks Council for consideration of the installation of a stop sign at Whitney Avenue @ Wilkins Avenue.
 - Mr. Milberger – request that the garbage collection be picked up in the rear. Those residents that have no alley are forced to place garbage in the front of the residence.
 - September 2016 – A request for Pitt Students to serve an internship project for computer website preparation.
- 2) James Allen – 745 Glenn Avenue – Interested in cleaning up the community on blighted and abandoned properties throughout the community. His desire is to give back to the community by cleaning up the areas that needs attention.
 - President McCarthy-Johnson – Provided her contact information to meet with Mr. Allen and to refer him to the proper resources to support his community services.
- 3) Kate Luxemburg – Comments on the Tire Clean-Up campaign and thanked Council, Eric Parrish and DPW for the clean-up.
 - Ms. Trice – Question on what’s happening with our Welcome to Wilkinsburg sign.

- President McCarthy-Johnson – The Arts Commission was tasked to complete this project. The Borough has received insurance reimbursement from the motorist insurance provider. The Arts Commission needs to revisit this project and complete the sign project.
- Mr. Shattuck – Planning Commission has cancelled the December meeting due to not enough activity for the agenda. We have advertised for the January 2016 meeting to be held on January 11th at 6:30 p.m.
- Ms. Grannemann – Christmas Caroling is scheduled for Saturday, December 19th from 5:30 p.m. – 6:30 p.m. meeting in front of St. James Church. MAD DAD’S will also meeting for Christmas Caroling at Whitney Avenue @ Center Street.

Old Business

- Council requests that Jody Guy and Arts Commission to prepare a design for the Welcome sign located at S. Trenton Avenue.

Adjournment

Time: 8:35 p.m.

Executive session start time: 8:45 p.m.

Executive session end time: 10:14 p.m. (No action taken during Executive Session)

Patrick M. Shattuck
President Council