

**TO:** Mt. Lebanon Commission  
**FROM:** Stephen M. Feller, Manager  
**DATE:** December 7, 2012  
**SUBJECT:** Agenda – Regular Meeting – December 11, 2012

Call to Order – Pledge of Allegiance to the Flag – Roll Call

**DB 1. Recognition of Police Officer Ben Himan, Paramedic David Gerster, and Public Works employee Tony Mazurek.**

**DB 2. Citizen Comments.**

**DB 3. Report by Junior Commissioner Maddy Scott.**

**KF 4. Consideration of the [minutes](#) from the Adjourned Meeting held November 26, 2012.-  
approved**

*Recommended Action:* Move to approve the minutes.

**KL 5. Public hearing and consideration on Ordinance (Bill No. 17-12) concerning the Municipality's 2013 Budget. – Hearing conducted and approved**

The Commission held scheduled work sessions to review the budget on November 5, 8, and 14. A public hearing was held on November 13 to comment on the Manager's 2013 recommended budget. A second public hearing is being held tonight regarding the Commission revisions to the manager's recommended budget. The amendments are displayed on the side wall of the Commission Chambers.

*Recommended Action:*

- DB 1. Conduct the public hearing.
- KL 2. Move to enact Ordinance (Bill No. 17-12) as amended.

**Amendments to the 2013 Manager's Recommended Budget**

<b>GENERAL FUND</b>	
<b>Revenues</b>	
Reduce Reat Estate Tax to meet windfall cap	(60,800)
Contributions - add funds for Veteran's Memorial Irrigation system, Beverly Road pole decorations, and Plein Air painting purchase	21,360
Add revenue for tennis courts 13 & 14	6,000
Miscellaneous Revenue - adjust	(260)
Use of fund balance	<u>274,100</u>
Total Revenue Amendments	<u>240,400</u>
<b>Expenditures</b>	
Fringe benefits - Reduce medical rate increase	(53,770)
Tax collection (EIT) - level 1 - Add assessment for SWTCC	4,790
MRTSA - level 1 - Additional MRTSA assessment	16,210
General Management - add level 4 - development consultant	35,000
General Management - level 3 - hire management assistant April 1	(22,200)
Public Information - add level 4 - Streaming video	13,100
Finance - add level 4 - Personnel conversion	(17,350)
Finance - add level 5 - Assessment appeals	25,000
Community and Economic Development - add level 3 - Beverly Road pole decorations	3,770
Municipal Building - level 3 - add Plein Air painting for building	1,000
Parks Maintenance - add level 5 - Deer survey	12,000
Parks Maintenance - add level 11 - Veteran's Memorial irrigation	18,480
Outreach - add level 3 - Further subsidy	1,000
Ice Rink - level 2 - reduce for sound system console board	(1,200)
Swimming Pool - level 2 - reduce for bathhouse repairs/painting, pool paint, 4 filter baffles	(7,500)
Debt Service - Reduce to 2012 budgeted level	(62,030)
Carryover - National Register Nomination	13,050
Carryover - Comprehensive Plan	28,530
Carryover - Completion of personnel software improvements	23,370
Carryover - Ice rink flooring completion	31,270
Carryover - Street maintenance contract	171,630
Carryover - Public works radios	<u>6,250</u>
Total Expenditure Amendments	<u>240,400</u>



<b>SEWAGE FUND</b>	
<b>Revenues</b>	
Increase assessments from ALCOSAN charges	870,600
Increase municipal assessments	8,100
Total Revenue Amendments	<u>878,700</u>
<b>Expenditures</b>	
Increase payment to ALCOSAN (120% requirement)	870,600
Personnel conversion - add additional collection assistance	8,100
Total Expenditure Amendments	<u>878,700</u>
<b>STORM WATER FUND</b>	
<b>Revenues</b>	
Increase municipal assessments	17,340
Total Revenue Amendments	<u>17,340</u>
<b>Expenditures</b>	
Personnel conversion - add additional collection assistance	17,340
Total Expenditure Amendments	<u>17,340</u>
<b>CAPITAL PROJECTS FUND</b>	
<b>Revenues</b>	
Bond Proceeds - reduce amount of borrowing	(858,730)
Use of fund balance	2,708,730
Total Revenue Amendments	<u>1,850,000</u>
<b>Expenditures</b>	
Bond issue projects - conform to approved bond issue	(920,000)
Bond issue - cost of issuance	61,270
Carryover - Recreation improvements (budget amendment)	700,310
Carryover - Traffic signal projects	265,580
Carryover - Energy service contract	1,236,670
Carryover - Playground/park improvements (budget amendments)	241,940
Carryover - Library grant (Keystone)	71,230
Carryover - Traffic calming	50,000
Carryover - Widlcat/Middle parking	143,000
Total Expenditure Amendments	<u>1,850,000</u>
<b>PARKING FUND</b>	
<b>Expenses</b>	
Personnel conversion - add additional collection assistance	17,350
Carryover - Garage structural studies	82,000
Total Expense Amendments	<u>82,000</u>

**JB 6. Consideration of Ordinance (Bill No. 19-12) fixing a revenue neutral tax rate for the Year 2013. –approved**

The 2012 rate is 5.43 mills. State law limits the amount of revenue which may be generated from real estate taxes for the first year of a reassessment. Because a reassessment will occur in 2013, at some point, the millage will need to be reduced. However, the final calculation cannot be made at this time because appeals have not yet been decided.

*Recommended Action:* Move to enact Ordinance (Bill No. 19-12).

**JB 7. Consideration of Ordinance (Bill No. 22-12) fixing a final tax rate for the year 2013. –approved**

*Recommended Action:* Move to enact Ordinance (Bill No. 22-12).

**MK 8. Consideration of Ordinance (Bill No. 18-12) establishing compensation for employees for 2013. –approved**

This ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2013. It also sets hours of work and overtime, longevity and fringe benefits.

*Recommended Action:* Move to enact Ordinance (Bill No. 18-12).

**KF 9. Introduction and consideration of Ordinance (Bill No. 23-12) adopting a schedule of reasonable costs in connection with the collection of delinquent earned income. –approved**

The municipality is appointing Jordan Tax Service to collect current and delinquent earned income taxes. This ordinance establishes a schedule of reasonable costs of collection to be imposed and collected from delinquent taxpayers.

*Recommended Action:*

1. Introduce Ordinance (Bill No. 23-12).
2. Move to enact Ordinance (Bill No. 23-12) by Special Procedure (Note: Four affirmative votes required for passage by Special Procedure).

**KL 10. Consideration of an Agreement with Jordan Tax Services for collection pre-2012 delinquent earned income taxes. –approved**

In 2012, Jordan became the tax collector for the Southwest Allegheny County Tax Collection District. This agreement pertains to collection of taxes for the years 2011 and prior.

*Recommended Action:* Move to authorize the proper municipal official to execute the agreement.

**MK 11. Consideration of Resolution Nos. R-26-12, R-27-12 and R-28-12 to amend the Municipal Retirement Plans. –approved**

The Municipality sponsors General, Fire and Police Pension Plans. These Plans are in need of amendment per IRS regulations to comply with the Heroes Earnings Assistance and Tax Relief Act of 2008.

Recommended Action: Move to adopt Resolution Nos. R-26-12, R-27-12 and R-28-12.

**JB 12. Consideration of Resolution No. R-22-12 adopting the Capital Improvement Program (CIP). –approved**

As required by the Charter, the Capital Improvement Program (CIP) for 2013-2017 was submitted to the Commission on July 31, 2012. A public hearing was held on September 24, 2012.

Recommended Action: Move to adopt Resolution No. R-22-12.

**MK 13. Consideration of Resolution No. R-23-12 designating a depository for the funds of Mt. Lebanon. –approved**

The Municipality must designate a depository each year for its funds.

Recommended Action: Move to adopt Resolution No. R-23-12.

**KF 14. Consideration of Resolution No. R-24-12 adopting the 2012 Comprehensive Fee Schedule. –approved**

The Commission has reviewed the proposed 2012 Comprehensive Fee Schedule for municipal operations and activities.

Recommended Action: Move to adopt Resolution No. R-24-12.

**KL 15. Consideration of Resolution No. R-25-12 establishing employee contributions to the pension plans for 2013. –approved**

Each year the employee contribution levels must be set for the municipality's pension plans. The calculation is done in accordance with state law, and the contribution levels are collectively bargained with employee groups.

For 2013, the uniformed police and fire officers will contribute 4% of total compensation, and the general employees will contribute 5% of total compensation.

Recommended Action: Move to adopt Resolution No. R-25-12 establishing contribution levels for the pension plans at 4% of total compensation for uniformed police and fire and 5% of total compensation for general employees.

**KF 16. Consideration of tax appeal stipulations. –approved**

The School District, Allegheny County, and Municipality have agreed to settle the following assessment appeal:

Name: McKnight Development, Penndale Towers  
Lot & Block: 98-P-50 – 450 Washington Road

	<u>2013</u>
Total Assessed	\$6,000,000
Fair Market Value	\$6,000,000

Recommended Action: Move to authorize the Solicitor to execute the tax appeal stipulations.

**JB 17. Consideration of an appointment to the Planning Board. –approved**

Alan London has resigned after serving on the Planning Board since 2004. The Commission thanks Mr. London for his service to the community.

Recommended Action: Move to appoint \_\_\_\_\_ of \_\_\_\_\_ to fill an unexpired term ending March 31, 2013.

**MK 18. Consideration of the expenditure list for November totaling \$3,712,804.17. –approved**

Recommended Action: Move to authorize the expenditure list for November totaling \$3,712,804.17.

**DB 19. Presentation of recognition for service to Junior Commissioner Maddy Scott.**

**SF 20. Manager announcements.**

**DB 21. Adjournment.**