

**MINUTES OF THE REGULAR MEETING JANUARY 14, 2014
OF THE MT. LEBANON COMMISSION**

The Commission of Mt. Lebanon, Pennsylvania, held a Regular Meeting that began at 8 P.M., on Tuesday, January 14, 2014, at the Municipal Building, 710 Washington Road. President Linfante called the meeting to order and led in the Pledge of Allegiance to the Flag. Manager Stephen M. Feller called the roll. Present were Commissioners John Bendel, Dave Brumfield, Kelly Fraasch, Steve Silverman, and Kristen Linfante. Also present were Chief of Police McDonough, Public Works Director Kelley, Recreation Director Donnellan, Finance Director McCreery, Fire Chief Sohyda, Planning Officer McGill, IT Officer Schalles, Business District Officer Milliron, Assistant to the Manager Cross, Senior Editor Lilley, and Inspections Officer Berkley. Also present were Phil Weis of the solicitor's office and Dan Deiseroth of the engineer's office.

Mr. Brumfield stated that he attended the annual Hospital Authority Board meeting recently, where he learned that St. Clair Hospital is the busiest emergency room in Pittsburgh. He also stated that a new urgent care center opened at the St. Clair Hospital Oxford Drive facility recently, and they are open from 9 a.m. to 9 p.m., seven days a week.

CITIZEN COMMENTS

Elaine Gillen of 735 Vallevista Avenue spoke about artificial turf.

Kimberly Schvetchuk of 519 Lyndhurst Drive spoke about deer management.

Ms. Linfante congratulated Chief Sohyda and the fire department for their hard work in attaining an ISO Public Protection Classification Level 1 rating, stating that there are only 60 departments in the United States that have attained this level, with only two in Pennsylvania. Chief Sohyda stated that information will be forthcoming in the near future to the businesses and residents regarding this rating and what it means for Mt. Lebanon residents and their homeowners insurance premiums.

**CONSIDERATION OF THE MINUTES FROM
THE REGULAR MEETING HELD DECEMBER 10, 2013
AND THE ORGANIZATIONAL MEETING HELD JANUARY 6, 2014**

Mr. Bendel moved and Ms. Fraasch seconded to approve the minutes. The vote was called. The motion passed unanimously.

REPORT BY JUNIOR COMMISSIONER MIRA SHENOUDA

Ms. Shenouda spoke about the student survey project that she did of high school students' opinions concerning recycling options. She also said mid-terms are January 22 and 23, the high school dance company performance is January 27, and the high school curriculum night is January 29.

**PUBLIC HEARING ON ORDINANCE (BILL NO. 13-13) AMENDING
THE ZONING ORDINANCE TO REGULATE BREWERIES AND BREWPUBS**

Mr. Brumfield said this ordinance amends Chapter XX (Zoning) of the Mt. Lebanon Code by adding a new Section 631 to permit and regulate Breweries in the C-2 District and Brewpubs in the C-2 and CBD Districts. The Ordinance: adds definitions; parking requirements; floor area limits; parking and loading requirements; and other requirements.

This ordinance was introduced December 10, 2013.

Ms. Linfante declared the public hearing opened.

Mr. McGill gave a summary of the ordinance.

Because there were no further comments, Ms. Linfante declared the public hearing closed.

**INTRODUCTION OF ORDINANCE (BILL NO. 1-14) AMENDING
THE MT. LEBANON CODE TO INCLUDE NEWLY
ENACTED ORDINANCES OR AMENDMENTS TO
EXISTING ORDINANCES ENACTED SINCE FEBRUARY 12, 2013**

Ms. Fraasch said Mt. Lebanon's ordinances were codified in 1978 with updates occurring periodically since that time. All of the ordinances contained in the code have been enacted previously by the Commission, but it is necessary to enact a separate ordinance each time the codification is updated.

Ordinance (Bill No. 1-14) was introduced, and the public hearing was set for Monday, January 27, 2014.

**CONSIDERATION OF RESOLUTION NO. R-1-14
CONCERNING EMERGENCY MANAGEMENT ASSISTANCE**

Mr. Silverman said the Pennsylvania Emergency Management Agency requires that public entities who are requesting financial assistance approve this standard document. The Resolution authorizes Mt. Lebanon's Emergency Management Coordinator to execute all required forms and documents to obtain financial assistance and reimbursement.

Mr. Silverman moved and Mr. Brumfield seconded to adopt Resolution No. R-1-14. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-2-14
AMENDING THE 2014 COMPREHENSIVE FEE SCHEDULE**

Mr. Bendel said in December, the Commission adopted a comprehensive fee schedule. However, the document did not incorporate all of the revisions recommended by the fire department. The amendment corrects this oversight. The amendment also clarifies the fees

charged in response to Right to Know requests consistent with past practice and guidance from the Office of Open Records.

Mr. Bendel moved and Ms. Fraasch seconded to adopt Resolution No. R-2-14. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-3-14
AUTHORIZING THE ISSUANCE OF INDIVIDUAL PROCUREMENT CARDS**

Mr. Brumfield said procurement cards (P-Card) are an efficient, cost-effective method of procuring certain goods and services for the Municipality. The program is designed to eliminate the need for low value purchase orders and billings. It will also reduce the use of petty cash or reimbursement for employee personal funds expended. All P-Cards will be issued at the request of the Municipal Manager, and card usage will be audited and may be rescinded at any time.

Mr. Brumfield moved and Mr. Silverman seconded to adopt Resolution No. R-3-14. The vote was called. The motion carried unanimously.

CONSIDERATION OF A MANHOLE REHABILITATION CONTRACT

Ms. Fraasch said bids were received on December 20, 2013 for the Manhole Rehabilitation contract. This project involves the rehabilitation of sanitary sewer manholes showing signs of deterioration throughout the Municipality. This is a required activity of the Consent Order.

The contract included a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon's discretion.

The summary of the bids are as follows:

Contractor Name	2014 Bid	First Renewal Period – 2015 Bid	Second Renewal Period – 2016 Bid	Third Renewal Period – 2017 Bid	Fourth Renewal Period – 2018 Bid
Robinson Pipe Cleaning	\$263,820.00	\$293,310.00	\$319,800.00	\$308,940.00	\$327,000.00
Insight Pipe Contracting	\$305,966.00	\$320,330.00	\$325,280.00	\$321,190.00	\$346,580.00
Lake County Sewer	\$308,105.00	\$315,743.00	\$322,616.00	\$332,237.00	\$367,245.00
State Pipe Services	\$329,970.00	\$326,250.00	\$325,872.00	\$359,561.00	\$409,021.00
PIM Corporation	\$378,325.00	\$425,735.00	\$461,955.00	\$403,725.00	\$416,100.00

The low bidder has previous experience with this type of work and has completed other projects for the Municipality in a successful manner. The Municipal Engineer recommends the award.

The Engineer's estimate for this project for 2014 was \$315,000.

Ms. Fraasch moved and Mr. Bendel seconded to award the Manhole Rehabilitation contract to Robinson Pipe Cleaning in the amount of \$263,820 for 2014. The vote was called. The motion carried unanimously.

**CONSIDERATION OF A SANITARY
SEWER BLANKET POINT REPAIR CONTRACT**

Mr. Silverman said bids were received on December 20, 2013 for the sanitary sewer blanket point repair contract. This contract is used to make repairs in the sanitary sewer system as they are identified in the calendar year through investigative work or emergency situations and as required in the municipal operation and maintenance plan for the sanitary sewer system.

The contract included a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon's discretion.

The summary of the bids are as follows:

Contractor	2014 Base Bid	First Renewal Period - 2015	Second Renewal Period - 2016
Niando Construction	\$869,406.00	5%	8%
Roto Rooter	\$923,610.00	10%	10%
A. Merante Contracting, Inc.	\$996,480.00	8%	10%
R&B Excavating	\$1,057,870.00	8%	10%
Mongiovi & Son Excavating	\$1,133,615.00	10%	10%

The low bidder has completed other projects for the Municipality, including the 2013 contract for point repairs, in a satisfactory manner. The Municipal Engineer recommends the award to the low bidder.

The Municipal Engineer's estimate on the project was \$900,000.

Mr. Silverman moved and Mr. Brumfield seconded to award the Sanitary Sewer Blanket Point Repair contract to Niando Construction, Inc. in the amount of \$869,406. The vote was called. The motion carried unanimously.

**CONSIDERATION OF AL STORM AND SANITARY
SEWER CLEANING AND TELEVISIONING CONTRACT**

Mr. Bendel said bids were received on December 20, 2013 for the storm and sanitary sewer cleaning and televising contract. This contract for 2014 encompasses approximately 20 miles of cleaning and video inspection to fulfill the requirements of the operations and maintenance portion of the Consent Order as well as to inspect sewers under roads to be repaved or reconstructed.

The contract includes a base year, 2014, with two optional renewal periods. This would allow the contract to extend, at Mt. Lebanon’s discretion.

The Municipal Engineer has verified the bids as follows:

Contractor	2014 Base Bid	First Renewal Period - 2015	Second Renewal Period - 2016
Roto Rooter Plumbing Services	\$162,500.00	\$187,000.00	\$196,600.00
Insight Pipe Contracting, L.P.	\$176,000.00	\$205,950.00	\$222,600.00
AAA Flexible Pipe	\$182,920.00	\$206,240.00	\$210,440.00
State Pipe Services	\$214,900.00	\$240,528.00	\$246,736.72
Hydro Technical Services	\$245,450.00	\$284,150.00	\$286,800.00
Robinson Pipe Cleaning Co	\$258,500.00	\$277,250.00	\$275,500.00
Jet Jack, Inc.	\$275,450.00	\$296,940.00	\$302,920.00

The low bidder has completed other projects for the Municipality in a satisfactory manner and the Municipal Engineer recommends award. The Engineer’s estimate for the base bid was \$208,000.

Mr. Bendel moved and Ms. Fraasch seconded to award the 2014 Storm and Sanitary Sewer Cleaning and Televising Contract to Roto Rooter Plumbing Services in the amount of \$162,500 with the option for additional years at the Municipality’s discretion per the terms of the contract documents. The vote was called. The motion carried unanimously.

CONSIDERATION OF BIDS FOR FIREFIGHTER PROTECTIVE CLOTHING

Ms. Fraasch said bids were opened on January 7, 2014 for the purchase of firefighter protective clothing for 17 full-time staff members. A six-member fire department protective clothing committee researched and evaluated products from three different manufacturers over a nine-month period. Upon completion of the evaluations, the committee recommended Lion Janesville V-Force. Three bids were received as follows:

BIDDER: 1st Out Specialty Witmer Public Safety Lion Apparel, Inc.

Coat	\$1,345.87	\$1,392.00	\$1,614.24
Pants	\$886.46	\$917.00	\$1,063.44
TOTAL (per set)	\$2,232.33	\$2,309.00	\$2,677.68
TOTAL – 17 sets	\$37,949.61	\$39,253.00	\$45,520.56

The fire department protective clothing committee has reviewed the 1st Out Specialty proposal and found it to be in compliance with specifications.

There is \$65,000 budgeted for new turnout gear, and the bid price for pants and coats is lower than anticipated. Future purchases will include helmets, gloves and boots.

Ms. Fraasch moved and Mr. Bendel seconded to award the contract to purchase 17 sets of Lion Janesville V-Force firefighter protective clothing to 1st Out Specialty for a total price of \$37,949.61. The vote was called. The motion carried unanimously.

**CONSIDERATION OF THE EXPENDITURE
LIST FOR NOVEMBER TOTALING \$5,382,269.84**

Mr. Brumfield moved and Mr. Silverman seconded to approve the expenditure list for November totaling \$5,382,269.84. The vote was called. The motion carried unanimously.

DEPARTMENTAL REPORTS

Mr. Silverman asked that the reports be received and filed.

MANAGER ANNOUNCEMENTS

Mr. Feller stated that prior to tonight's meeting, the commission met in executive session and discussed labor negotiations, appointments to boards and authorities, and agreements and licenses with the solicitor. The commission will go back into discussion session following this meeting to go over unfinished items on the discussion agenda. The next adjourned meeting of the commission is scheduled for Monday, January 27, 2014, at 8 p.m.

ADJOURNMENT

The meeting adjourned at 9:00 p.m.