

TO: Mt. Lebanon Commission
FROM: Stephen M. Feller, Manager
DATE: December 5, 2014
SUBJECT: Agenda –Regular Meeting – December 9, 2014

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

SF 1. Manager’s announcements:

- Meeting schedule
- Recognition of Andrew McCreery and the Finance Department

KL 2. Rep. Dan Miller, 42nd Legislative District, recognition of volunteers.

KL 3. Junior Commissioner Nikola Ranick’s comments.

KL 4. Citizen Comments.

SS 5. Consideration of the minutes from the Adjourned Meeting held November 24, 2014. - passed

Recommended Action: Move to approve the minutes.

JB 6. Public hearing and consideration of Ordinance (Bill No. 18-14) concerning the Municipality’s 2015 Budget. - hearing held - passed

The Commission held work sessions to review the budget on November 3, November 4, and November 13. A public hearing was held November 11 to comment on the Manager’s 2015 recommended budget. A second public hearing is being held tonight regarding the Commission’s proposed revisions to the manager’s recommended budget. The amendments are displayed on the side wall of the Commission Chambers.

Recommended Action: KL 1. Conduct the public hearing.
JB 2. Move to enact Ordinance (Bill No. 18-14).

Amendments to the 2015 Manager's Recommended Budget

Department	Decision Unit	Item	Level	Funding Source						
				General Fund	State Hwy Aid Fund	Sewage Fund	Storm Water Fund	Capital Proj. Fund	Total Gov't Funds	Parking Fund
Initial Revenue Budgets				\$32,074,630	\$ 662,000	\$ 6,726,690	\$ 482,950	\$ 7,152,330	\$ 47,098,600	\$ 1,848,250
Taxes	n/a	Earned Income Tax	-	200,000	-	-	-	-	200,000	-
Taxes	n/a	Real Estate Transfer Tax	-	(50,000)	-	-	-	-	(50,000)	-
Intergovernmental	n/a	CITF Grant for Beverly Road Streetscape	-	75,000	-	-	-	-	75,000	-
Intergovernmental	n/a	Beverly/Cochran Signal Project Grant	-	-	-	-	-	250,000	250,000	-
Intergovernmental	n/a	ARLE Grant for Washington Road	-	-	-	-	-	65,100	65,100	-
Intergovernmental	n/a	Increase in Liquid Fuels Tax Estimate	-	-	40,000	-	-	-	40,000	-
Other Revenue	n/a	Purchase Card Rebate Program	-	10,000	-	-	-	-	10,000	-
Parking	n/a	Increase Transit Fees	-	-	-	-	-	-	-	20,000
Parking	n/a	Decrease Fine Revenue	-	-	-	-	-	-	-	(20,000)
Operating Transfers	n/a	Transfer from Other Funds	-	-	-	-	-	3,019,830	3,019,830	-
Fund Balance	n/a	Use of Fund Balance	-	1,625,580	-	1,816,000	(95,950)	2,260,390	5,606,020	(20,000)
Amended Revenue Budgets				\$33,935,210	\$ 702,000	\$ 8,542,690	\$ 387,000	\$12,747,650	\$56,314,550	\$ 1,828,250
Initial Expenditure Budgets				\$32,074,630	\$ 662,000	\$ 6,726,690	\$ 482,950	\$ 7,152,330	\$ 47,098,600	\$ 1,848,250
2015 Budget Amendments										
General Government	General Management	Intern	4/5	11,210	-	-	-	-	11,210	-
General Government	Tax Collection	Earned Income Tax Contractual Fee	-	3,600	-	-	-	-	3,600	-
Community Devel	Economic Development	Uptown Revitalization Project	2/3	14,090	-	-	-	-	14,090	-
Community Devel	Economic Development	PCH Video	3/3	2,000	-	-	-	-	2,000	-
Public Works	Ice & Snow Control	Increase in Liquid Fuels Tax Estimate	-	(40,000)	40,000	-	-	-	-	-
Public Works	Refuse Collection	Business Dist. & Special Event Recycling	4/6	10,000	-	-	-	-	10,000	-
Public Works	Municipal Building	Broadcast Equipment - Remove	4/7	(4,700)	-	-	-	-	(4,700)	-
Public Works	Public Safety Center	Amplification and Speakers	-	-	-	-	-	-	-	-
Public Works	Administration	Building Security - Install 5 Cameras	4/5	8,000	-	-	-	-	8,000	-
Public Works	Administration	Parks, Buildings and Grounds	3/5	(29,900)	-	-	-	-	(29,900)	-
Public Works	Administration	Administrator - Dehydration until May 1	-	-	-	-	-	-	-	-
Public Works	Planting Areas	Redesign of High Visibility Planting Beds	3/8	18,000	-	-	-	-	18,000	-
Public Works	Traffic Signs and Painting	Neighborhood Signs	5/5	5,000	-	-	-	-	5,000	-
Human Services	Community Organizations	Mt. Lebanon Historical Society	2/6	5,000	-	-	-	-	5,000	-
Human Services	Community Organizations	Mt. Lebanon Partnership	3/6	5,000	-	-	-	-	5,000	-
Human Services	Community Organizations	Mt. Lebanon Village	4/6	5,000	-	-	-	-	5,000	-
Recreation	Golf Course	Clubhouse Painting	5/6	9,500	-	-	-	-	9,500	-
Recreation	Tennis Center	Building Painting	2/3	9,000	-	-	-	-	9,000	-
Recreation	Community Center	Entrance Doors Replaced	3/4	24,100	-	-	-	-	24,100	-
Public Safety	Police Field Services	Tasers - 7 Replacements in 2015	-	6,600	-	-	-	-	6,600	-
Public Works	Capital Improvements	Public Works Building Generator	25/34	28,500	-	-	-	-	28,500	-
Public Works	Capital Improvements	Municipal Building Façade	15/34	-	-	-	-	120,000	120,000	-
Public Works	Capital Improvements	Storm Water Management	3/34	-	-	-	-	(117,000)	(117,000)	-
Parking	Parking Services	Decrease in credit card fees	-	-	-	-	-	-	-	(20,000)
Operating Transfers	n/a	Transfer to Capital Projects Fund	-	70,000	-	-	(117,000)	-	(47,000)	-
Subtotal: Budget Amendments				160,000	40,000	-	(117,000)	3,000	86,000	(20,000)
2014 Carryovers to 2015 Budget										
General Government	General Management	Healthcare consultant	-	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -
Community Devel	Economic Development	Beverly Road Streetscape	-	178,500	-	-	-	-	178,500	-
Community Devel	Economic Development	Brochures	-	1,000	-	-	-	-	1,000	-
Community Devel	Planning	HARB Ordinance Consultant	-	25,000	-	-	-	-	25,000	-
Public Works	Traffic Planning and Signals	Traffic Calming	-	25,000	-	-	-	-	25,000	-
Public Works	Parks Maintenance	Deer Management	-	75,400	-	-	-	-	75,400	-
Public Works	Parks Maintenance	Invasive Species Enhancement	-	40,000	-	-	-	-	40,000	-
Public Works	Parks Maintenance	End park and Twin Hills Trail Signs	-	3,500	-	-	-	-	3,500	-
Public Safety	Animal Control	Animal Control Truck	-	29,500	-	-	-	-	29,500	-
Finance	Capital Improvements	Financial Software Upgrade	-	10,900	-	-	-	-	10,900	-
Public Works	Capital Improvements	Robb Hollow Park Improvements	-	57,000	-	-	-	-	57,000	-
Public Works	Capital Improvements	Public Safety Center Façade Improvements	-	-	-	-	-	200,000	200,000	-
Public Works	Capital Improvements	Private Street Contribution	-	-	-	-	-	68,000	68,000	-
Public Works	Capital Improvements	Traffic Pedestrian Upgrades	-	-	-	-	-	107,650	107,650	-
Public Works	Capital Improvements	Beverly/Cochran Road Signal Project	-	-	-	-	-	250,000	250,000	-
Public Works	Capital Improvements	Bower Hill/Segar Road Signal Project	-	-	-	-	-	55,000	55,000	-
Public Works	Capital Improvements	Security System Upgrade	-	-	-	-	-	174,000	174,000	-
Public Works	Capital Improvements	Street Reconstruction	-	-	-	-	-	148,100	148,100	-
Public Works	Capital Improvements	Altoona/Mapleton/Martin Sewer Project	-	-	-	-	-	2,471,000	2,471,000	-
Public Works	Capital Improvements	Longuevue Storm Sewer Project	-	-	-	-	-	737,810	737,810	-
Public Works	Capital Improvements	Lindendale Wall Project	-	-	-	-	-	107,500	107,500	-
Public Works	Capital Improvements	Washington Road Crosswalk Upgrades	-	-	-	-	-	91,200	91,200	-
Public Works	Capital Improvements	Sidewalk Improvements	-	-	-	-	-	122,880	122,880	-
Public Works	Capital Improvements	School Safety Zone Signage	-	-	-	-	-	35,000	35,000	-
Recreation	Capital Improvements	Pool & Bath House Renovation	-	-	-	-	-	85,990	85,990	-
Recreation	Capital Improvements	Wildcat/Middle Field Turf Project	-	-	-	-	-	938,100	938,100	-
Operating Transfers	n/a	Transfer to Capital Projects Fund	-	1,229,780	-	1,816,000	21,050	-	3,066,830	-
Subtotal: Carryovers				1,700,580	-	1,816,000	21,050	5,592,320	9,129,950	-
Amended Expenditure Budgets				\$33,935,210	\$ 702,000	\$ 8,542,690	\$ 387,000	\$12,747,650	\$56,314,550	\$ 1,828,250

DB 7. Consideration of Ordinance (Bill No. 19-14) fixing the tax rate for the year 2015. - passed

The municipality is reaffirming its tax rate in accordance with the adopted budget. The tax rate for general purposes is currently 4.51 mills. The tax shall continue in force for each successive calendar year without annual reenactment unless the millage rate is subsequently changed. A public hearing was held November 11, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 19-14).

JB 8. Consideration of Ordinance (Bill No. 15-14) amending the Zoning Ordinance to Regulate Chickens. - passed

The Ordinance permits the keeping of chickens within any residential district as an accessory use and establishes standards for the number of chickens, location and other related requirements.

On October 28, 2014, the Planning Board recommended approval of the Ordinance. The ordinance was introduced on November 11, 2014, and the public hearing was held November 24, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 15-14).

KF 9. Consideration of Ordinance (Bill No. 16-14) amending the Zoning Ordinance to Regulate the Keeping of Bees. - passed

The Ordinance permits the keeping of bees within any residential district as an accessory use and establishes standards for the number of hives, location, definitions and other related requirements.

On October 28, 2014, the Planning Board recommended approval of the Ordinance. The ordinance was introduced November 11, 2014, and the public hearing was held November 24, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 16-14).

JB 10. Consideration of Ordinance (Bill No. 17-14) amending the Zoning Ordinance to Regulate the Keeping of Animals. - passed

The Ordinance permits the keeping of animals within any residential district as an accessory use for non-commercial purposes and establishes minimum lot size, location and other related requirements.

On October 28, 2014, the Planning Board recommended approval of the Ordinance. The ordinance was introduced November 11, 2014, and the public hearing was held November 24, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 17-14).

- DB 11. **Consideration of Ordinance (Bill No. 20-14) establishing compensation for employees for 2015.** - passed

The Ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2015. It also sets hours of work and overtime, longevity and fringe benefits. The ordinance was introduced November 24, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 20-14).

- JB 12. **Consideration of Ordinance (Bill No. 21-14) amending municipal park rules.** - passed

A new state law will take effect in January, known as Act 192. Mt. Lebanon is modifying its recreation rules to comply with the state law. The ordinance was introduced November 24, 2014.

Recommended Action: Move to enact Ordinance (Bill No. 21-14).

- SS 13. **Consideration of Resolution No. R-24-14 adopting the Capital Improvement Program (CIP).** - passed

The Capital Improvement Program (CIP) for 2015-2019 was submitted to the Commission on July 31, 2014. Copies of the document were placed at the library, municipal building, and website. A public hearing was held October 14, 2014.

Recommended Action: Move to adopt Resolution No. R-24-14.

- KF 14. **Consideration of Resolution No. R-21-14 designating a depository for the funds of Mt. Lebanon.** - passed

The Municipality must designate a depository each year for its funds. The Director of Finance recommends that the depository be First National Bank for all primary banking activities. In June of 2014, Mt. Lebanon issued a request for proposals for banking services and there were nine respondents.

Recommended Action: Move to adopt Resolution No. R-21-14.

- DB 15. **Consideration of Resolution No. R-25-14 designating a depository for the funds of Mt. Lebanon.** - passed

The Municipality must designate a depository each year for its funds. The Director of Finance recommends that the depository be WesBanco Bank for the treasurer's account and petty cash account. In June of 2014, Mt. Lebanon issued a request for proposals for banking services and there were nine respondents.

Recommended Action: Move to adopt Resolution No. R-25-14.

SS 16. **Consideration of Resolution No. R-22-14 adopting the 2015 Comprehensive Fee Schedule.** - passed

The Commission has reviewed and is now approving the proposed 2015 Comprehensive Fee Schedule for municipal operations and activities.

Recommended Action: Move to adopt Resolution No. R-22-14.

DB 17. **Consideration of Resolution No. R-23-14 establishing employee contributions to the pension plans for 2015.** - passed

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.

Employee contributions for 2015 to the Mt. Lebanon Police, Fire and General Pension Plans are hereby established as follows:

Police: 4% of total compensation

Fire:

Hired prior to August 28, 2011 4.25% of total compensation

Hired after August 28, 2011 4.25% of base salary and longevity

General Employees:

Hired prior to January 1, 2012 5% of total compensation

Hired after January 1, 2012 5% of base salary and longevity

Recommended Action: Move to adopt Resolution No. R-23-14.

SS 18. **Consideration Resolution No. R-19-14 for the transfer of a liquor license to Eastwynn Theaters, Inc.** - passed

State law allows liquor licenses to be transferred between establishments in different municipalities. Prior to submitting the license transfer to the Liquor Control Board. Eastwynn Theaters, Inc. has a lease for property located at 1500 Washington Road and is seeking to transfer a liquor license to their movie theater at this location. Eastwynn Theaters, Inc. has requested a hearing before the Commission for approval of the transfer of a liquor license. A public hearing was held November 24, 2014.

Recommended Action: Move to adopt Resolution No. R-19-14.

KF 19. **Consideration of a conditional use request by the Historical Society of Mount Lebanon to provide a History Center for a property located at 794 Washington Road.** - passed

The Historical Society is requesting conditional use approval for a property located at 794 Washington Road. The property is zoned R-4 Multi-family Residential District with an

OB-Office Boutique Overlay. The Zoning Ordinance identifies Public and Semi-Public Uses as a conditional use in the R-4 District. The Historical Society has a lease/purchase agreement with the Municipality for the property and intends to use the property as a History Center. The Planning Board voted to recommended approval of the conditional use request on October 28, 2014. A public hearing was held November 24, 2014.

Recommended Action: Move to approve the conditional use request.

DB 20. Consideration of final approval for The Mount Lebanon Historical Society Site Plan for property located at 794 Washington Road. - passed

At its meeting on Tuesday, October 28, 2014 the Mt. Lebanon Planning Board voted in favor of a motion to recommend final approval for The Mount Lebanon Historical Society Site plan for property located at 794 Washington Road conditioned on the Engineer's review comments in a letter dated October 22, 2014 and Commission approval of any waivers or modifications that may be required.

All engineering comments have been satisfied.

Recommended Action: Move to grant final approval for the Mount Lebanon Historical Society Site plan for property located at 794 Washington Road.

DB 21. Consideration of an Eighth Amendment to the Agreement of Sale with Michael G. Zamagias Interests. - passed

This amendment would extend Section 23.7 of the purchase agreement pertaining to "repurchase."

Recommended Action: Move to approve the Eighth Amendment to extend the provision until December 31, 2015.

KF 22. Consideration of an appointment to the Hospital Authority.

Dr. William Hoon's term on the Hospital Authority expires December 31, 2014. The Commission would like to reappoint him to another term.

Recommended Action: Move to reappoint William Hoon to a term expiring December 31, 2019.

KL 23. Adjournment.