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TO: Mt. Lebanon Commission

FROM: Keith A. McGill, Municipal Manager

DATE: **Amended October 10, 2016**

SUBJECT: Agenda – Regular Meeting – October 10, 2016 – 8 p.m.

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

KF 1. Commission/Manager’s announcements:

- Summary of discussion session topics (Manager McGill)
- Manager’s announcements (Manager McGill)
- Community highlights (Commission Vice President Brumfield)

KF 2. Junior Commissioner Varsha Venugopal comments.

KF 3. Citizens Comments.

SS 4. Consideration of the [minutes](#) from the Adjourned Meeting held September 26, 2016. - approved

Recommended Action: Move to approve the minutes.

SM 5. Public hearing on the [Capital Improvement Program \(CIP\)](#). – hearing held

As required by the Charter, the Capital Improvement Program (CIP) for 2017-2021 was submitted to the Commission on August 1, 2016. A public hearing is required to be held on this program prior to the issuance of the Manager’s Recommended Budget.

Recommended Action: Conduct the public hearing.

JB 6. Introduction of Ordinance ([Bill No. 6-16](#)) amending the 2016 Budget for revenue and expenditures not anticipated in the 2016 Budget. - introduced

The following adjustments are proposed:

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General Fund

Revenue:	
Transfer from Storm Water Fund	\$ 64,000
Reimbursements from contractors for Traffic Details	199,500
Surplus to Fund Balance	<u>(38,900)</u>
	<u>\$ 224,600</u>

Expenditures:	
Change order for additional 2016 curb work	\$ 64,000
Increased Police Traffic Details for State Road Projects	199,500
Rockwood Park Improvements	28,120
Sleepy Hollow Traffic Calming	24,000
Audubon Ave Street Resurfacing	16,000
Pool Walkway Drainage Project	18,820
2016 Bond Refinancing Savings	<u>(125,840)</u>
	<u>\$ 224,600</u>

Capital Projects Fund

Revenue:	
Contribution from SHACOG for new CIRT Vehicle	\$ 58,995
Contribution from Platform Tennis Association for Bid Acceptance	25,000
Surplus to Fund Balance	<u>(28,500)</u>
	<u>\$ 55,495</u>

Expenditures:	
CIRT Armored Vehicle	\$ 58,995
Tennis Center Improvements Bid Savings	(34,000)
Platform Tennis Courts Replacement Bid Acceptance	92,500
Cochran Road ADA Ramp Contribution Reduction	(143,000)
Ice Rink Permafrost Evaluation	25,000
Public Works Master Plan Evaluation	<u>56,000</u>
	<u>\$ 55,495</u>

Sewage Fund

Revenue:	
Surplus to Fund Balance	\$ (94,230)
	<u>\$ (94,230)</u>

Expenditures:	
2016 Bond Refinancing Savings	\$ (94,230)
	<u>\$ (94,230)</u>

Storm Water Fund

Revenue:	
Use of Fund Balance	\$ 64,000
	<u>\$ 64,000</u>

Expenditures:	
Transfer to General Fund for additional curb work	\$ 64,000
	<u>\$ 64,000</u>

Recommended Action: JB 1. Introduce Ordinance (Bill No. 6-16).
KF 2. Set the public hearing for October 24, 2016.

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DB 7. Consideration of Resolution No. R-19-16 to apply for Community Development Block Grant funds through the South Hills Area Council of Governments. - passed

A pre-application was prepared and provided to the South Hills Area Council of Governments for Community Development Block Grant Funds. The pre-application was for 50% funding of handicapped sidewalk construction to take place in 2017 in the amount of \$20,000.

Mt. Lebanon has successfully used this program over the past several years to address the installation of handicapped sidewalk ramps throughout the Municipality.

A requirement for submission of the formal Community Development Block Grant application is that the Commission adopts a standard resolution.

Recommended Action: Move to adopt Resolution No. R-19-16, the standard concurring Resolution, to make application for Community Development Block Grant funds for handicapped sidewalk reconstruction in the amount of \$20,000 for the year 2017.

JB 8. Consideration of Resolution No. R-20-16 to apply for Community Development Block Grant funds through the South Hills Area Council of Governments for North Meadowcroft Basketball and Tennis Court ADA Improvements. - passed

A pre-application was prepared and provided to the South Hills Area Council of Governments for Community Development Block Grant Funds. The pre-application was for the funding of an ADA Access Project to take place in 2016 in the amount of \$114,950. Mt. Lebanon had previously bid the project, but did not proceed with its' completion in 2007. The project was reviewed again due to the availability of possible grant funding.

Mt. Lebanon has successfully used this program over the past several years to address the installation of handicapped sidewalk ramps throughout the Municipality.

A requirement for submission of the formal Community Development Block Grant application is that the Commission adopts a standard resolution.

Recommended Action: Move to adopt Resolution No. R-20-16, the standard concurring Resolution, to make application for Community Development Block Grant funds for an ADA Access Project in the amount of \$114,950 for the year 2017.

SS 9. Consideration for the Award of the History Center Renovation Project. - passed

Bids were received on October 4, 2016, for the History Center Renovation Project. The Selective Demolition, Reroofing and General Construction Project includes the roof replacement and selective demolition of interior spaces totaling approximately 5,000 S.F.

The Municipal Engineer has verified the bids as follows:

	Base Bid	Deduct Alternate 1	Alternate 2
Ramp Construction	\$185,720.00	-\$30,000.00	-\$ 3,000.00
Millenium Constructors	\$219,155.00	-\$ 3,700.00	+\$15,000.00
FMS Construction	\$268,495.00	-\$17,022.00	+\$12,496.00

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Deduct Alternate 1 was to remove the interior demolition from the Contract and only fix the roof at this time. **Alternate 2** was for the extension of the completion date to March 31, 2017.

The budgeted amount for the project was \$200,000.

The low bid contractor has previous experience with this type of work having recently replaced the Municipal Center Roof and the Municipal Engineer recommends this award.

Recommended Action: Move to award the History Center Renovation Project to Ramp Construction in the amount of \$185,720.

SM 10. Consideration to execute an Agreement with the Historical Society. – held for next meeting

The Historical Society and the Municipality previously entered into a Long Term Lease for 794 Washington Road. The Lease contemplates that certain improvements will be made which improvements were the subject of the previous bid award. The Agreement clarifies and delineates how payments to the contractor will be made and how they will be accounted for under the Lease.

Recommended Action: Move to authorize the execution of this agreement subject to the approval of the Manager and the Solicitor.

KF 11. Adjournment.