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TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: June 21, 2019
SUBJECT: Agenda – Adjourned Meeting – June 25, 2019 – 8 p.m.

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

- SM 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
 - Manager’s announcements (Manager McGill)
 - Community highlights (Commission Vice President Grella)

- SM 2. Citizens Comments.**

- SS 3. Consideration of the [minutes](#) from the Regular Meeting held June 11, 2019. - approved**

Recommended Action: Move to approve the minutes.

- JB 4. Introduction of Ordinance (Bill No. 3-19) to clarify and update a number of provisions in Chapter XVI (Subdivision and Land Development) of the Mt. Lebanon Code. - introduced**

The proposed ordinance would amend Chapter XVI of the Mt Lebanon Code, entitled “Subdivision and Land Development,” (SALDO) to clarify and update a number of provisions. The proposed Ordinance includes amendments to submission deadlines, replacing outdated mediums, conformance with current standards of regulating bodies as well as with the municipal Zoning Ordinance, and clarification of a number of terms. New standards being added to the SALDO include requirements for private stormwater management systems, landscaping and screening requirements, and pervious pavement standards. On February 19, 2019, the Planning Board recommended approval of the Ordinance.

Recommended Action: JB 1. Introduce Ordinance (Bill No. 3-19).
SM 2. Set the public hearing for July 23, 2019.

- CG 5. Introduction of Ordinance (Bill No. 4-19) authorizing the incurring of non-electoral debt for various capital projects and refunding portions of the Municipality’s General Obligation Bonds, Series 2012 and 2014. - introduced**

The municipality desires to issue debt for capital projects listed below, with the principal amount not to exceed \$5,000,000. The projects listed below exceed the principal amount stated, but will be refined by the municipality prior to issuance. In addition, the municipality desires to refunded viable portions of General Obligation Bonds, Series 2012 and 2014, that return a savings of greater than 2%.

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| <u>Project Category</u> | <u>Fund Repayment</u> | <u>Bond Funding</u> |
|-----------------------------|-----------------------|---------------------|
| Washington Road Streetscape | General Fund | \$1,608,107 |
| Recreation Facilities | General Fund | 2,045,030 |
| Traffic Intersections | General Fund | 500,780 |
| Park Improvements | General Fund | 1,043,720 |
| Library Facilities | General Fund | 970,060 |
| Other Improvements | General Fund | 326,490 |
| Total | | \$6,494,187 |

Recommended Action: CG 1. Introduce Ordinance (Bill No. 4-19).
SM 2. Set the public hearing for July 9, 2019.

KF 6. Consideration of Resolution No. R-12-19 amending the Employees’ Pension Plan. - approved

Mt. Lebanon sponsors the Employees’ Pension Plan, which was amended and restated January 1, 2008. Section 10.01 of the Plan permits the Municipality to amend the Plan. Resolution R-12-19 will amend Plan sections 4.04, 6.02 and 7.03 to implement a survivor benefit change for vested participants who predecease Normal Retirement Age.

Recommended Action: Move to adopt Resolution No. R-12-19.

SS 7. Consideration of Resolution No. R-13-19 amending the Firemen’s Pension Plan. – approved

Mt. Lebanon sponsors the Firemen’s Pension Plan, which was amended and restated January 1, 2008. Section 10.01 of the Plan permits the Municipality to amend the Plan. Resolution R-13-19 will update the language of the Plan to eliminate gender specific terminology and amend Plan sections 4.04, 6.02 and 7.03 to implement a survivor benefit change for vested participants who predecease Normal Retirement Age.

Recommended Action: Move to adopt Resolution No. R-13-19.

JB 8. Consideration of Resolution No. R-14-19 regarding an agreement to reimburse the Municipality for providing street sweeping services along State Roads. – approved

The Pennsylvania Department of Transportation (PennDOT) has requested that the Municipality prepare and sign a Resolution and enter into a Reimbursement Agreement to sweep streets within the Municipality that are owned by the State. The term of the agreement is three years, from 2019 through 2022. Reimbursement will be based on an hourly rate provided by the State.

Recommended Action: Move to approve Resolution No. R-14-19 authorizing the Municipal Manager to authorize a three-year agreement with the Pennsylvania Department of Transportation for the reimbursement to sweep streets within the Municipality that are owned by the State.

KF 9. Consideration of the Award of a Contract to Provide Communications Consultant Services. – approved

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The municipality issued a Request for Qualifications and proposals to engage a communications consultant to identify the best practices for the municipality to use in communicating with its residents. This is one of five Commission priorities identified as the result of a Commission retreat held in March of this year.

The municipality received five responses. Adams Sarthou Communications, LLC and CorCom, Inc., presented their proposals to the Commission at the discussion session on May 28, 2019.

Recommended Action: Move to authorize the Manager and Solicitor to prepare and execute an agreement and any ancillary documents with Adams Sarthou Communications, LLC, in an amount not to exceed \$60,000.

CG 10. Consideration for the Award of the Golf Course Swale Project. – approved

Bids were received on May 15, 2019 for the Golf Course Swale Project. The project involves the excavation and installation of a vegetated swale and rip-rap channel with geotextile fabric, installation of storm structures and storm pipe, grading, and site restoration.

The Municipal Engineer has verified the bids as follows:

| Contractor | Bid |
|---------------------------------|--------------|
| W.G. Land Company, LLC | \$123,005.00 |
| Plavchak Construction Co., Inc. | \$163,250.00 |
| NorthRock Construction, Inc. | \$187,271.00 |
| Quigley Development, Inc. | \$220,200.00 |

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to W.G. Land Company, LLC. The Municipal Engineer, based upon a satisfactory check of references, recommends award of the contract to W.G. Land Company, LLC.

The engineers estimated amount for this project was \$193,740. The project is to be funded through the stormwater fund.

Recommended Action: Move to award the Golf Course Swale Project to W.G. Land Company, LLC in the amount of \$123,005.

SS 11. Consideration of the Award of a Contract to abate hazardous materials. – approved

In connection with the demolition in the existing firing range of the Mt. Lebanon Public Works Facility, it is necessary to remove lead from the bullet trap and asbestos that was discovered on insulated steam and water pipes above the ceiling. Four bids were received for this work, and the lowest qualified bid was for \$43,561 from American Industrial Contracting, Inc.

Recommended Action: Move to approve the contract with American Industrial Contracting, Inc., for asbestos and lead abatement of the existing firing range and lower level at the Public Works Facility in the amount of \$43,561.

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JB 12. Consideration of the Award of a Contract to environmentally clean the upper floor of the Public Works Facility. – approved

In connection with the demolition in the existing firing range of the Mt. Lebanon Public Works Facility, it is necessary to remove lead dust from the upper floor of the Public Works Facility. Four bids were received for this work, and the lowest qualified bid was for \$44,900 from Bristol Environmental, Inc.

Recommended Action: Move to approve a contract with Bristol Environmental, Inc. for environmental cleaning of the upper level of the Public Works Facility in the amount of \$44,900.

SS 13. Consideration for approval of Change Orders No. G05, P03, M01 and E05 for construction of a Women’s Room on the second floor of the Public Works Building. – approved

In order to meet the Allegheny County Health Department plumbing fixture requirements without constructing the renovations to the existing second floor of the Public Works building, an additional women’s room is to be constructed on the second floor, in the total amount of \$43,311.52, based upon the recommendations of the Architect.

Recommended Action: Move to approve Change Order No. G05 for General Construction contract for the Mt. Lebanon DPW – Phase III Public Works and Firing Range project in the amount of \$17,407.49 to Acron Contracting, Inc.; Change Order No. P03 for Plumbing Construction contract in the amount of \$18,407.03 to Wheels Mechanical; Change Order No. M01 for Mechanical Construction contract in the amount of \$4,227 to East West Manufacturing & Supply Company, Inc.; and, Change Order E05 for Electrical Construction contract in the amount of \$3,270 to McCurley Houston Electric, Inc.

KF 14. Consideration for the Award of the St. Clair Hospital Signal Improvements Contract. – approved

Bids were received on June 11, 2019 for the St. Clair Hospital Signal Improvements contract. The project involves upgrades to the realigned signalized intersection of Bower Hill Road and North Wren Drive / Firwood Drive as part of the St. Clair Hospital Expansion.

The Municipal Engineer has verified the bids as follows:

| Contractor | Base Bid |
|---|-----------------|
| Traffic Control & Engineering Co., Inc. | \$252,760.71 |
| Bronder Technical Services, Inc. | \$255,157.01 |
| Power Contracting Company | \$341,458.75 |

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The contractor has completed similar work in other municipalities in a satisfactory manner.

The budgeted amount for this contract is \$284,000. The project is within budget and is to be funded through the Green Light-Go grant program with the required local match funding having been provided by St. Clair Hospital.

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Recommended Action: Move to award the St. Clair Hospital Signal Improvements Contract to Traffic Control & Engineering Co., Inc., in the amount of \$252,760.71.

- CG 15. **Consideration of an appointment to the Zoning Hearing Board (Alternate) to fill an unexpired term.** – *approved*

Recommended Action: Move to appoint Cole Patterson of Standish Boulevard to fill an unexpired term ending March 31, 2021.

- JB 16. **Consideration of the expenditure list for May totaling \$5,479,975.12.** – *approved*

Recommended Action: Move to approve the expenditure list for May totaling \$5,479,975.12.

- KF 17. **Departmental Reports.** – *filed*

Recommended Action: Ask that the reports be received and filed.

- SM 18. **Adjournment.**