

TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: November 6, 2020
SUBJECT: Agenda – Regular Meeting – November 10, 2020 – 8 p.m.

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

- CG 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
 - Manager’s announcements (Manager McGill)
 - Community highlights (Commission Vice President Mindy Ranney)
- CG 2. Junior Commissioner Jack Horrigan comments.**
- CG 3. Citizens Comments.**
- LF 4. Consideration of the [minutes](#) from the Adjourned Meeting held October 27, 2020. - passed**
- Recommended Action:* Move to approve the minutes.
- SS 5. Public hearing on Ordinance (Bill No. 8-20) amending the 2020 Budget for revenue and expenditures not anticipated in the 2020 Budget. - hearing held**

The following adjustments are proposed:

General Fund

Revenue:

CARES Act	\$ 250,000
Grow Grant Recognition	514,000
Animal Control - Baldwin Borough	70,000
	<u>\$ 834,000</u>

Expenditures:

Police Policy Software (Lexipol)	\$ 34,000
Intersection Cameras	(34,000)
Animal Control - Baldwin Borough	70,000
Transfer to Capital Projects Fund	35,000
Decrease in the use of Fund Balance	729,000
	<u>\$ 834,000</u>

Capital Projects Fund

Revenue:

Fund Balance	\$	40,000
Transfer from General Fund		35,000
	\$	75,000

Expenditures:

Bower Hill Rd. & Washington Rd Intersection Improv.	\$	40,000
Bower Hill Rd. & Segar Rd Intersection Improv.		35,000
	\$	75,000

Recommended Action: Conduct the public hearing.

AF 6. **Public hearing on the 2021 Manager’s Recommended Budget and the proposed tax rate for the year 2021. - hearing held**

The Manager’s 2021 Recommended Budget, prepared pursuant to the Home Rule Charter, was submitted to the Commission November 1, 2020. Residents may inspect the budget during normal business hours at 710 Washington Road (Municipal Building) and at the library. The Recommended Budget is also available on Mt. Lebanon’s website at www.mtlebanon.org.

Tonight, citizens have the opportunity to provide written and oral comments and suggestions regarding the budget and tax rate for 2021. The tax rate is proposed at 4.71 mills. The public will also have an opportunity on December 8, 2020 to comment on the Commission’s proposed adjustments to the Manager’s Recommended Budget.

Recommended Action: Conduct the public hearing.

MR 7. **Introduction, public hearing and consideration of Ordinance (Bill No. 10-20) authorizing General Obligation Bonds in a principal amount not to exceed \$18,615,000 through the issuance of its General Obligation Bonds, Refunding Series A of 2020, and General Obligation Bonds, Refunding Series B of 2020 (Federally Taxable). - hearing held & passed**

The proposed Ordinance is necessary for the Municipality to issue General Obligation Bonds, Refunding Series A of 2020, and General Obligation Bonds, Refunding Series B of 2020 (Federally Taxable). The bond issuance will be used to finance certain capital projects of the Municipality, refund certain Prior Bonds of the Municipality and pay the costs and expense of preparing and issuing the bonds.

Recommended Action: MR 1. Introduce Ordinance (Bill No. 10-20).
CG 2. Conduct the public hearing.

MR 3. Move to enact Ordinance (Bill No. 10-20) by special procedure in accordance with section 114.6 of the Administrative Code. **(Vote is by roll call vote and four votes are required.)**

LF 8. **Introduction of Ordinance (Bill No. 9-20) regarding wireless facilities.** - *introduced*

Chapter XX of the Municipal Code, entitled “Zoning,” Part 6 § 607 contains provisions regarding wireless communications facilities. Ordinance Bill No. 09-20 revises definitions, establishes certain general and specific standards relating to the location, placement, construction and maintenance of tower-based wireless communication facilities, non-tower wireless communication facilities, and small wireless communications facilities. The ordinance further provides for the regulation and enforcement of such facilities within the public rights-of-way and outside the public rights-of-way.

Recommended Actions: LF 1. Introduce Ordinance (Bill No. 9-20).
CG 2. Set the public hearing for November 24, 2020.

SS 9. **Introduction of Ordinance (Bill No. 11-20) concerning the Municipality’s 2021 Budget.** - *introduced*

The Commission held a scheduled budget work session to review the budget on Saturday, November 7. Additional budget work sessions will be held on Saturday, November 14, at 9 a.m., and Thursday, November 19, at 5:30 p.m. A public hearing was just held to comment on the Manager’s 2021 recommended budget. A second public hearing is scheduled on December 8, regarding any Commission revisions to the manager’s recommended budget. The 2021 budget ordinance is scheduled for consideration at the December 8, 2020 meeting.

Recommended Action: Introduce Ordinance (Bill No. 11-20).

AF 10. **Introduction of Ordinance (Bill No. 12-20) fixing the tax rate for the year 2021.** - *introduced*

The municipality will be reaffirming its tax rate in accordance with the adopted budget. The tax rate for general purposes is currently 4.71 mills. The tax shall continue in force for each successive calendar year unless the tax is subsequently changed.

Recommended Action: Introduce Ordinance (Bill No. 12-20).

LF 11. **Consideration of the execution of the Development Agreement for a Grading, Stormwater Management, and Erosion and Sedimentation Controls at Lot No. 2 of the Terrace Drive Plan of Lots.** - *passed*

The Municipal Engineer and Solicitor have recommended that the Municipality enter into a Developer's Agreement with the property owners of Lot No. 2 of the Terrace Drive Plan of Lots, located at the corner of Terrace Drive and Woodland Drive, to ensure completion of the Grading, Stormwater Management, and Erosion and Sedimentation Control plans associated with the construction of a new single-family home.

Recommended Action: Move to authorize the proper municipal officials to execute the Development Agreement between Mr. and Mrs. DiPasquale and Mt. Lebanon for Grading, Stormwater Management, and Erosion and Sedimentation Controls at Lot 2 of the Terrace Drive Plan of Lots.

MR 12. **Consideration of commencement of pension benefits.** - *passed*

Mt. Lebanon sponsors three defined pension benefit plans for its employees: General Employees, Police and Firefighters. The Commonwealth of Pennsylvania's Department of the Auditor General requires that all benefit commencements for the Police Pension Plan be approved by the Commission.

The employee detailed below has requested benefit commencement in accordance with the terms of his respective pension plans.

Employee Name Title	Pension Plan Department	Benefit Start Date
Mark Rayburg	Police	11/01/20
Police Lieutenant	Police	

Recommended Action: Move to approve benefit commencement for Mark Rayburg.

SS 13. **Consideration for the award of a contract for lining the culvert located in the public works yard.** - *passed*

Bids were received on October 20, 2020 for the Department of Public Works Yard Culvert Lining contract. The project involves structural improvements to the 108" (9 foot) diameter corrugated metal pipe (CMP) culvert, debris removal, erosion and sediment controls and associated site work. The project base bid consists of 450 feet of partial reinforcement and 60 feet of full circumferential reinforcement. Alternate bids include: Alternate #1 – 65 feet of partial reinforcement and 55 feet of full circumferential reinforcement; Alternate #2 – installation of a concrete collar and trash rack system at the upstream end of the culvert and grouted rip-rap, which will allow public works to efficiently complete debris removal that protects the pipe.

The Municipal Engineer has verified the bids as follows:

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
National Gunitite	\$231,004	\$91,125	\$53,590

The Municipal Engineer has reviewed the bid and determined the low bid to be accurate. This project consisted of specialized work with a minimum number of contractors able to perform the work. Three (3) contractors requested bid documents with only one submitting a bid. As such, the Engineer recommends the base bid and alternate #2 be awarded to National Gunitite. The contractor has completed similar work in Mt Lebanon and other municipalities in a satisfactory manner.

The budgeted amount for the base bid is \$240,000, and the Finance Director indicates there is capacity to complete the base bid and alternate bid #2.

Recommended Action: Move to award the contract for the Department of Public Works Yard Culvert Lining to National Gunitite for Base Bid at \$231,004 and Alternate #2 at \$53,590 for a total of \$284,594.

CG 14. Adjournment.