

TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: May 21, 2021
SUBJECT: Agenda – Adjourned Meeting – May 25, 2021 – 8 p.m. (Virtual)

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

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

- MR 2. Citizens Comments.**

- AF 3. Consideration of the [minutes](#) from the Regular Meeting held May 11, 2021. - approved**

Recommended Action: Move to approve the minutes.

- SS 4. Public hearing for Resolution No. [R-5-21](#) for the transfer of a liquor license to JP Iovino LLC. – hearing held**

Changes in state law allow liquor licenses to be transferred between establishments in different municipalities. Prior to submitting the license transfer to the Liquor Control Board, the municipality into which the license is being transferred must hold a public hearing and act on the transfer.

JP Iovino LLC has a lease for property located at 306 Beverly Road, Pittsburgh, PA 15216, and is seeking to transfer a liquor license to the existing io Deli at this location. JP Iovino LLC has requested a hearing before the Commission for approval of the transfer of a liquor license to this location.

Recommended Action: Conduct the public hearing.

- LF 5. Introduction of Ordinance ([Bill No. 4-21](#)) Modifying Procedures for Participation in Commission meetings by Telecommunication Devices. - introduced**

The Administrative Code establishes requirements for Commission meetings. Commissioners have established rules for meeting by means of telecommunication devices. The Commission now wishes to modify those rules in light of its recent experience to allow greater use of telecommunications devices.

Recommended Action:

LF	1. Introduce Ordinance (Bill No. 4-21).
MR	2. Set the public hearing for June 8, 2021.

- CG 6. Introduction of Ordinance ([Bill No. 5-21](#)) to Amend Certain Provisions of the Hazardous Tree Ordinance. - introduced**

Mt. Lebanon currently has a hazardous tree ordinance, whereby a hearing can be requested with respect to hazardous trees located on private property. The Commission desires to amend the ordinance with respect to these private trees. The amendment will limit hearings to private trees of two categories. One is trees which are close enough to a public right of way or other public area so as to create a potential hazard to the public. The other is for private trees, regardless of the location of the tree relative to a public area, which are sufficiently damaged, diseased, infested or in such other condition as to constitute a threat to the survival of other trees.

Recommended Action: Introduce Ordinance (Bill No. 5-21).

SS 7. **Introduction of Ordinance (Bill No. 6-21) to Amend Certain Provisions of the Employee's Pension Plan.** - *introduced*

Mt. Lebanon sponsors the Mt. Lebanon, Pennsylvania Employee's Pension Plan. The Plan calculates pension benefits based on average monthly compensation occurring before retirement. The Commission desires to amend the Plan to change the definition of Final Average Monthly Compensation to prevent any adverse effect on participants' pension benefits resulting from an Authorized Leave of Absence, such as a furlough.

Recommended Action: Introduce Ordinance (Bill No. 6-21).

AF 8. **Consideration of Ordinance (Bill No. 3-21) to Regulate Polycyclic Aromatic Hydrocarbons and Certain other Hazardous Substances.** - *approved*

The U.S. Environmental Protection Agency, the US. Agency for Toxic Substances and Disease Registry, and other agencies have determined that exposure to certain Polycyclic Aromatic Hydrocarbons ("PAHs") pose risks to human health. Products sold to property owners for the purpose of sealing driveways, parking lots and other paved areas are often based on coal tar derivatives and used motor oil and often contain high levels of PAHs. This Ordinance proscribes the use in the Municipality of certain PAHs.

This ordinance was introduced May 11, 2021.

Recommended Action: Move to enact Ordinance (Bill No. 3-21).

LF 9. **Consideration of Resolution No. R-6-21 for a sidewalk assessment program for municipal sidewalks.** - *approved*

This resolution is for the replacement of deteriorated sidewalks on the following streets: Bradley Court, Eisenhower Drive, Halsey Court, Hoodridge Drive, MacArthur Drive, Marshall Drive, Ridgway Court, Roycroft Avenue, Stilwell Court, Vermont Avenue and Woodland Drive. This Resolution orders the replacement of deteriorated sidewalks by property owners or the municipality will cause the work to be done and invoice the owners.

Recommended Action: Move to adopt Resolution No. R-6-21.

CG 10. **Introduction of a conditional use request for the expansion of the Platform Tennis Warming Hut at Main Park.** - *introduced*

Mt. Lebanon Municipality owns the warming hut associated with the existing platform tennis courts in Main Park. The Mt. Lebanon Platform Tennis Association (MLPTA) is proposing to renovate the existing warming hut with the addition of a second story, bathrooms, and outdoor seating deck. The platform tennis hut is located in Main Park which is part of the OS-A Open Space Active zoning district. Facilities incidental to the operation of public recreational uses are a conditional use in the OS-A District.

The Planning Board recommended approval of the conditional use request on May 18, 2021. The Planning Board also granted preliminary approval to the Site Plan on May 18, 2021.

Recommended Action: CG 1. Introduce the Conditional Use Request.
MR 2. Set the public hearing for June 22, 2021.

AF 11. Consideration of the Award of a Contract to Provide Parks Master Plan and Recreation Center Feasibility Study Consultant Services. - approved

The municipality issued a Request for Proposals to engage a consultant to conduct an update to the Parks Master Plan and a Recreation Center Feasibility Study. This is one of the Commission priority projects identified as the result of a Commission retreat held in March of this year.

The municipality received six responses, which are as follows:

<u>Primary Firm</u>	<u>Cost</u>
Environmental Planning & Design	\$126,000
Herbert, Rowland, and Grubic	\$126,615
Mackin Engineers & Consultants with WTW Architects	\$134,400
Mackin Engineers & Consultants with Hayes Design Group	\$148,065
Pashek + MTR	\$148,600
LaQuatra Bonci & Associates	\$185,500

Recommended Action: Move to authorize the Manager and Solicitor to prepare and execute an agreement and any ancillary documents with _____ in an amount not to exceed _____.

SS 12. Consideration to purchase one leaf loader to replace a unit that has reached the end of its useful life. - approved

Commission approval is requested to purchase one trailer-mounted leaf loader from A&H Equipment at a total cost of \$67,160. There has been \$67,000 appropriated in the 2021 Operating Budget. A & H Equipment participates in the Pennsylvania Costars Purchasing Program, Contract #25-044.

Recommended Action: Move to purchase one trailer-mounted leaf loader through the Costars Purchasing Program from A&H Equipment for \$67,160.

LF 13. Consideration to execute a one-year extension option with Cargill Inc. to supply rock salt for the 2021-2022 winter season. - approved

In 2019 bids for rock salt were solicited through the SHACOG Purchasing Alliance, and Cargill Inc. submitted the winning bid. Mt. Lebanon entered into a contract with Cargill, which allows

for two, one-year extension options. Cargill Inc. has agreed to execute the second one-year extension, which will decrease the cost per ton from \$82.24 for the winter of 2019/2020 to \$78.82 for the upcoming winter of 2021/2022, a decrease of \$3.42 per ton or 4.2%.

Recommended Action: Move to execute a one-year extension option with Cargill Inc. to supply rock salt for the 2021/2022 winter season at an initial cost of \$78.82 per ton delivered.

CG 14. Consideration of an Award for Mt. Lebanon’s 2021-2022 Insurance Program. - approved

The non-employment-related insurances for the municipality expire on June 5, 2021. This includes property, equipment, crime, automobile, general liability, professional, and umbrella coverages. For the upcoming year, staff is recommending the quote from our current broker of record, HUB International Limited, with the insurance providers outlined below.

<u>Vendor</u>	<u>Policy Type</u>	<u>Amount</u>
MRM PLT	Property, Equipment, Inland Marine, Crime, General Liability, Automobile	\$220,978
Greenwich Ins. Co.	Public Officials, Employment Practices, Law Enforcement	\$73,591
American Alternative Ins. Co.	Excess/Umbrella Liability	\$41,984
Total		\$336,553

There are minimal changes to the coverage, deductibles or limits for the next year. The general fund will be responsible for \$317,817, and the parking fund will pay \$18,736.

Recommended Action: Move to authorize the placement of insurance for 2021-2022 through HUB International Limited at a cumulative premium of \$336,553.

AF 15. Consideration for the rejection of the Parkway Drive Brick Street Reconstruction. - approved

Bids were received on March 24, 2021 for the reconstruction of Parkway Drive with brick.

The bids were received and verified as follows:

	A.Merante Contracting, Inc.	Niando Construction, Inc.
Total Base Bid	\$ 1,119,872.00	\$2,320,793.00
Total of Alternate Bids	\$ 504,525.00	\$1,309,490.00
Total	\$ 1,624,397.00	\$ 3,630,283.00

At this time, Parkway Drive is not planned to be reconstructed.

Recommended Action: Move to reject the bids received for the Parkway Drive Brick Street Reconstruction program.

SS 16. Consideration of the expenditure list for April totaling \$5,041,408.87. - approved

Recommended Action: Move to approve the expenditure list for April totaling \$5,041,408.87.

LF 17. **Departmental reports.** - *filed*

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

MR 18. **Adjournment.**