

TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: July 9, 2021
SUBJECT: Agenda – Regular Meeting – July 13, 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.

CG 3. Consideration of the [minutes](#) from the Adjourned Meeting held June 22, 2021. - approved

Recommended Action: Move to approve the minutes.

AF 4. Consideration of Approval of a Conditional Use plan at 900 Cedar Boulevard. - approved

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 Commission held a public hearing on the conditional use request on June 22, 2021.

Recommended Action: Move to approve the conditional use request conditioned upon the subsequent approval of the Platform Tennis Hut Expansion site plan.

LF 5. Consideration of Final Approval of the Platform Tennis Hut Site Plan. - approved

At its meeting on June 15, 2021, the Planning Board voted in favor of a motion to recommend final approval to the Platform Tennis Hut site plan. The Municipality of Mt. Lebanon owns the existing platform tennis courts and warming hut in Main Park. The Mt. Lebanon Platform Tennis Association proposes to renovate the existing warming hut with the addition of a second floor, bathrooms, and an outdoor seating deck. The property is zoned OS-A Open Space-Active. Facilities incidental to the operation of public recreational uses are a conditional use in the OS-A District.

Earlier tonight the Commission approved the Conditional Use request for Platform Tennis Hut located in Main Park at 900 Cedar Boulevard.

Recommended Action: Move to grant Final approval to the Platform Tennis Hut Site Plan.

SS 6. Consideration for the Award of the Robb Hollow Parklet Phase 2 Contract. - approved

Bids were received on July 6, 2021, for the Mt. Lebanon Department of Public Works Robb Hollow Parklet Phase 2 project. The project consists of the construction of a pocket park, including the installation of an aggregate pedestrian path; installation of a retaining wall; tree and shrub planting; site preparation and grading; erosion and sedimentation controls; site protection; resident notification; site restoration; and traffic control.

The Municipal Engineer has verified the bids as follows:

Contractor	Base Bid	Alternative Bid 1	Alternate Bid 2
John Zottola Landscaping, Inc.	\$113,840.00	\$49,140.00	\$24,750.00
Plavchak Construction Co., Inc.	\$138,580.00	\$49,770.00	\$41,850.00
C.H. & D. Enterprises	\$147,037.00	\$46,200.00	\$ 7,875.00
Vermont Stone & Horticulture	\$152,076.90	\$71,820.00	\$38,189.25
WG Land, LLC	\$287,191.00	\$178,290.00	\$44,943.75

The budgeted amount for the overall Robb Hollow Parklet project is \$360,000 and the Engineer's estimate for Phase 2 of the project was \$121,095. The project is within budget and is to be funded through the Capital Projects Fund.

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to John Zottola Landscaping, Inc. The contractor has completed similar work in other municipalities in a satisfactory manner.

Recommended Action: Move to award the Mt. Lebanon Department of Public Works Robb Hollow Parklet Phase 2 Contract to John Zottola Landscaping, Inc. for the Base Bid in the amount of \$113,840.

CG 7. Consideration of Final Approval of the Castlegate Green Land Development Plan. - approved

At its meeting on May 18, 2021, the Planning Board voted in favor of a motion to recommend final approval to the Castlegate Green Land Development plan. The Community Builders, Inc has an equitable interest in the property located at 2904 Castlegate Avenue. The developer is proposing a multi-family development with 51 residential units on the parcel. There will be seven structures with residential units along with a building to serve as a management office. The developer will also construct associated parking, utilities, and stormwater management infrastructure to serve the development. The property is zoned R-4 Residential with a Continuing Care overlay. Multi-family dwellings are an authorized use subject to site plan approval in the R-4 zoning district. The approval of the Site Plan will include a Stormwater Facilities Operations and Maintenance Agreement with The Community Builders, Inc.

Recommended Action: Move to:

1. Grant Final approval to the Castlegate Green Land Development plan conditioned on the execution and approval of the required development agreement and conditioned upon receipt

of the required amenities bond within 60 days and verification of approvals from other governing bodies.

2. Authorize the proper municipal officials to execute an Operations and Maintenance Agreement with The Community Builders, Inc for their private stormwater management facility as part of the Castlegate Green Land Development plan.

AF 8. Consideration for the execution of a Development Agreement with The Community Builders Inc. for the Castlegate Green Land Development Plan. - approved

At tonight's meeting, the Mt. Lebanon Commission granted final approval for the Castlegate Green Land Development Plan.

One of the requirements for final approval is the development agreement that addresses such issues as posting of an amenities bond or letter of credit for the required public and private improvements, submission of a cash deposit, and any other provisions or conditions that may be required by the municipality.

Recommended Action: Move to authorize the proper municipal officials to execute the Development Agreement between The Community Builders, Inc. for the Castlegate Green Land Development Plan conditioned upon receipt of the required financial securities within 60 days of approval.

SS 9. Consideration of a proposal for deer management services. - approved

The Municipality received a proposal for the provision of services related to the Deer Management Program. Suburban Wildlife Management Solutions, LLC has provided management services to the last three archery programs and most recent sharpshooting program. The proposal includes both the management services for the archery program as well as the professional sharpshooting services. Municipal staff has reviewed the proposal and deemed the proposal to meet the goals and objectives of the municipality's deer management program. The proposal is a one-year contract with the municipal option to renew for two additional years.

The cost of the archery program management in 2021-2022 is \$8,000 and the cost of the professional sharpshooting in 2022 is \$45,000. The award of the sharpshooting portion of the contract is contingent upon the municipality receiving the necessary permits for the program from the Pennsylvania Game Commission.

Recommended Action: Move to authorize the proper officials to execute the contract with Suburban Wildlife Management Solutions, LLC for deer management services including archery and sharpshooting for the 2021-2022 season with the municipal option to renew for two additional years.

LF 10. Consideration of commencement of pension benefits. - approved

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 their respective pension plans.

Employee Name Title	Pension Plan Department	Benefit Start Date
Thomas Rutowski Corporal	Police Police	07/01/2021

Recommended Action: Move to approve benefit commencement for Thomas Rutowski.

- AF 11. **Consideration of an appointment to the Environmental Sustainability Board to fill an unexpired term.** - *approved*

Recommended Action: Move to appoint Charles Hansen of Sunnyhill Drive to fill an unexpired term ending March 31, 2023.

- MR 12. **Adjournment.**