

**TO:** Mt. Lebanon Commission

**FROM:** Keith A. McGill, Municipal Manager

**DATE:** November 5, 2021

**SUBJECT:** Agenda – Regular Meeting – November 9, 2021 – 8 p.m. – Mt. Lebanon Municipal Bldg.,  
710 Washington Rd., Commission Chambers – Meeting is Recorded

**Zoom Link:** <https://us02web.zoom.us/j/83511877194?pwd=WVRJMnlFOGc4aExqSmZLN3huTXNadz09>

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. Junior Commissioner Raafay Khan comments.**

**MR 3. Citizens Comments.**

**SS 4. Consideration of the [minutes](#) from the Adjourned Meeting held October 26, 2021. - passed**

Recommended Action: Move to approve the minutes.

**AF 5. Public hearing on Ordinance ([Bill No. 10-21](#)) amending the 2021 Budget for revenue and expenditures not anticipated in the 2021 Budget. - Public hearing held**

The following adjustments are proposed:

**General Fund**

| Revenue:  | Justification:                        |              |                     |
|---|---------------------------------------|--------------|---------------------|
| Use of Fund Balance                               |                                       | \$           | 221,090             |
| Assigned Fund Balance Release                     | YE 2020 Assignments                   |              | 702,760             |
| ARPA Revenue Loss Recognition for Parking Fund    | 2020 Revenue Losses                   |              | 400,000             |
| ARPA Revenue Loss Recognition for Stormwater Fund | 2021 Change orders (Lakemont/Firwood) |              | 100,000             |
| Insurance Proceeds                                | Firing Range Insurance Payments       |              | 190,810             |
|   |                                       | <b>Total</b> | <b>\$ 1,614,660</b> |

| Expenditures:                                   | Justification:                       |              |                     |
|---|--------------------------------------|--------------|---------------------|
| Public Works Small Dump Truck                   | Delays in 2020 delivery, Assigned FB | \$           | 93,500              |
| Public Works Large Dump Truck                   | Delays in 2020 delivery, Assigned FB |              | 166,000             |
| Police Transit Van                              | Delays in 2020 delivery, Assigned FB |              | 68,260              |
| Municipal Building Camera Project               | Delays from 2020, Unassigned FB      |              | 16,090              |
| Municipal Building Meeting Room Upgrades        | Commission Authorization             |              | 25,000              |
| Firing Range Improvements                       | Commission Authorization             |              | 580,810             |
| Assign Library Savings for 2022 Budget          | Savings intended for 2022 budget     |              | 65,000              |
| Assign Fund Balance for Vibrant Uptown Phase II | Commission Authorization             |              | 100,000             |
| Decrease in the use of Fund Balance             |                                      |              | 500,000             |
|   |                                      | <b>Total</b> | <b>\$ 1,614,660</b> |

**Capital Projects Fund**

| Revenue:     | Justification:               |              |                   |
|--------------|------------------------------|--------------|-------------------|
| Fund Balance | YE 2020 Assignments          | \$           | 160,000           |
| Fund Balance | 2020 Bond Refinance Proceeds |              | 117,840           |
|              |                              | <b>Total</b> | <b>\$ 277,840</b> |

| Expenditures:  | Justification:           |              |                   |
|--|--------------------------|--------------|-------------------|
| Bower Hill Rd/Segar Rd Intersection Improvement      | Increased funding needed | \$           | 70,000            |
| Bower Hill Rd/Washington Rd Intersection Improvement | Increased funding needed |              | 90,000            |
| Ballistic Walls at Firing Range                      | Commission Authorization |              | 117,840           |
|  |                          | <b>Total</b> | <b>\$ 277,840</b> |

Ordinance (Bill No. 10-21) was introduced October 26, 2021.

Recommended Action: Conduct the public hearing.

**LF 6. Public hearing on the 2022 Manager’s Recommended Budget and the proposed tax rate for the year 2022. - Public hearing held**

The Manager’s 2022 Recommended Budget, prepared pursuant to the Home Rule Charter, was submitted to the Commission November 1, 2021. 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](http://www.mtlebanon.org).

Tonight, citizens have the opportunity to provide written and oral comments and suggestions regarding the budget and tax rate for 2022. The tax rate is proposed at 4.91 mills. The public will also have an opportunity on December 14, 2021 to comment on the Commission’s proposed adjustments to the Manager’s Recommended Budget.

Recommended Action: Conduct the public hearing.

CG 7. **Introduction of Ordinance (Bill No. 11-21) concerning the Municipality's 2022 Budget. - Introduced**

The Commission held a scheduled budget work session to review the budget on Monday, November 8. Additional budget work sessions will be held on Wednesday, November 17, Friday, December 3, and if needed, on Monday, December 6, at 5:30 p.m. A public hearing was just held to comment on the Manager's 2022 recommended budget. A second public hearing is scheduled on December 14, regarding any Commission revisions to the manager's recommended budget. The 2022 budget ordinance is scheduled for consideration at the December 14, 2021 meeting.

*Recommended Action:* Introduce Ordinance (Bill No. 11-21).

SS 8. **Introduction of Ordinance (Bill No. 12-21) fixing the tax rate for the year 2022. - 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 be fixed at the rate of 4.91 mills for the year 2022 and continue in force for each successive calendar year without annual reenactment unless the tax is subsequently changed.

*Recommended Action:* Introduce Ordinance (Bill No. 12-21).

AF 9. **Consideration of Resolution No. R-15 -21 authorizing the participation of the Municipality in the Redevelopment Authority of Allegheny County's Vacant Property Recovery Program subject to requirements. - Passed**

The Redevelopment Authority of Allegheny County operates a program which can allow unused and vacant property to be acquired by the Authority and sold to productive use. The Municipality, for the benefit of its citizens, wishes to authorize participation in the program, which requires the execution of a cooperation agreement with the Authority and complying with all requirements therein.

*Recommended Action:* Move to adopt Resolution No. R-15-21.

LF 10. **Consideration of Final Approval of the Primanti Brothers Site Plan for an addition to the structure at 1539 Washington Road. - Passed**

At its meeting on April 21, 2020 the Planning Board voted in favor of a motion to recommend final approval to the 1539 Washington Road Primanti Brothers plan. Due to the COVID-19 pandemic, Primantis put their expansion plans on hold and an extension to the preliminary approval was granted by the Planning Board. Primanti Brothers operates an existing restaurant at 1539 Washington Road and is seeking to expand their facility. The site plan calls for the addition of 1,265 total square feet on the east side of the building with 1,005 net square feet of a new enclosed dining area. The new exterior wall will contain insulated aluminum and glass garage doors that can be opened in favorable weather.

*Recommended Action:* Move to:

1. Grant Final approval to the Primanti Brothers Site plan conditioned on compliance with the terms and conditions in the Final Land Development Plan Review Memorandum dated November 5, 2021 prepared by Gateway Engineers, which terms and conditions include the

execution and approval of the required development agreement and receipt of the required amenities bond within 90 days; recording of an acceptable Operations and Maintenance Agreement;

2. Authorize the proper municipal officials to execute an Operations and Maintenance Agreement with Primanti Brothers or record owner for the private stormwater management facility as part of the Primanti Brothers site plan.

**CG 11. Consideration for the execution of a Development Agreement with Primanti Brothers. - Passed**

At tonight's meeting, the Mt. Lebanon Commission granted final approval for the Primanti Brothers Site 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 with Primanti Brothers for the Site Plan to expand the existing facility at 1539 Washington Road conditioned upon receipt of the required financial securities within 90 days of approval.

**LF 12. Consideration for the full release to Financial Security posted for 957 Connor Road Sanitary Sewer Extension Project. - Passed**

The required two-year maintenance bond is due to expire on the improvements installed for 957 Connor Road Sanitary Sewer Extension. The project has been inspected by Public Works personnel and the Municipal Engineer with no issues observed. It is the recommendation of the Municipal Engineer for a full release of the financial security posted for the maintenance bond and inspections, a total release of \$5,493.45.

*Recommended Action:* Move to release the remaining financial security posted for the maintenance bond on improvements for the 957 Connor Road Sanitary Sewer Extension project, a release of \$5,493.45.

**SS 13. 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. It also recommends that all benefit commencements regardless of plan type be approved by the Commission.

The employees detailed below have requested benefit commencement commensurate with the terms of their respective pension plans.

| Employee Name<br>Title | Pension Plan<br>Department | Benefit<br>Start Date |
|------------------------|----------------------------|-----------------------|
|------------------------|----------------------------|-----------------------|

|                                     |                                   |            |
|-------------------------------------|-----------------------------------|------------|
| Matthew Mankamyer<br>Police Officer | Police<br>Police                  | 11/01/2021 |
| William Harbison<br>Police Officer  | Police<br>Police                  | 11/01/2021 |
| Donald Boden<br>Forester            | General Employees<br>Public Works | 11/01/2021 |

Recommended Action: Move to approve benefit commencement for Matthew Mankamyer, William Harbison and Donald Boden.

**MR 14. Adjournment.**

*Zoom participants: If you wish to comment during public comment agenda items, use the raise hand function. During the public comment agenda item, the chair will recognize you. When recognized, be sure to un-mute your line and announce your name and address for the record. You will have five minutes to comment.*