

**MINUTES OF THE REGULAR MEETING DECEMBER 11, 2018
OF THE MT. LEBANON COMMISSION**

The Commission of Mt. Lebanon Pennsylvania held a Regular Meeting at 8:00 P.M., on Tuesday, December 11, 2018, at the Municipal Building. Commission President Steve Silverman called the meeting to order and asked the Junior Commissioner and Student Intern to lead in the Pledge of Allegiance to the Flag. Manager McGill called the roll. Present were Commissioners Kelly Fraasch, Craig Grella, Steve McLean, and Steve Silverman. Commissioner John Bendel was not present. Also present were Assistant Manager McMeans, Police Chief Lauth, Public Works Director Sukal, Finance Director McCreery, Recreation Director Donnellan, and Assistant Finance Director Windstein. Also present were Phil Weis of the solicitor's office and Dan Deiseroth of the engineer's office.

COMMISSION/MANAGER'S ANNOUNCEMENTS

Manager McGill summarized the information that was reviewed during the discussion session, including meeting with representatives of Waste Management, which will begin providing trash and recycling collection in 2019, review of forestry service requests, heard an update on MS-4, and heard Commission comments regarding activities of various boards and authorities.

Manager McGill stated that prior to the meeting, the Commission met in executive session to receive legal advice from the solicitor on various legal issues, as well as discussed board and authority appointments. The Commission will also have the annual organization meeting on Monday, January 7, 2019, preceding the regular meeting, at 8 p.m. in the Commission Chambers of the Municipal Building. The discussion session will also begin at approximately 6:30 p.m. in Room C. He noted that all meetings in 2019 will be on the second and fourth Tuesday of the month.

Mr. McGill also noted that immediately following the adjourned meeting on November 26, 2018, the Commission met in executive session to receive legal advice from the solicitor regarding Residence at Poplar land development plan.

Mr. McLean stated that the Mt. Lebanon Police Department is looking for more crossing guards due to resignations and retirements. If interested, contact Guard Supervisor Sharon Kroner at 412-343-4540. He also stated that leaf pickup has ended, adding that beginning December 17, you may place plastic bags of leaves at curbside on your refuse collection day. He also thanked the public, municipal staff, Keith McGill and fellow commissioners for the hard work that has resulted in the 2019 Budget, which will be voted on this evening. He also stated that in 2019, the Commission meetings will be the second and fourth Tuesday of each month, except for the organizational meeting which will be Monday, January 7, 2019, at 8 p.m. He wished everyone a happy holiday and good new year.

Mr. Silverman stated that item nine regarding parking ticket appeal procedures was being removed from the agenda and will be placed on the January 7, 2019 agenda.

**JUNIOR COMMISSIONER AOIFE RUBY DUNNE
COMMENTS (PRESENTATION OF GIFT/LAST MEETING)**

Ms. Dunne thanked the Commission for the opportunity to be the Junior Commissioner. She thanked the Commission for its time and devotion to the community, which she said is inspiring.

She noted that during the month of November, the high school held a food drive for the South Hills food pantry, collecting over 1,200 can goods. She said for December, the guidance office started a flourishing committee which is designed to improve the emotional and social aspects of the high school students. She also spoke about a global project students were working on, stating that students face-timed with other students across the world on human rights day. She also noted that there will be a video conference with two schools in Ukraine where students can interact with each other and learn about other areas of the world.

Mr. Silverman presented Ms. Dunne with a certificate and gift and thanked her on behalf of the Commission for a job well done.

RECOGNITION OF STUDENT INTERN

Mr. Silverman said in August of 2017 the Municipality launched a pilot program to provide an opportunity for high school students who expressed an interest in learning more about how local government functions in Mt. Lebanon. The program included a real world look at the decision process behind the provision of local services, the budget process, the role of various boards and authorities, the role of the elected officials, how policies are developed and implemented, the importance of public outreach and effective communication and other related topics. The intern has attended public meetings each month, attended advisory board meetings, and met with department heads.

The Municipality would like to recognize our student intern Daniel McNulty, who took part in the program during the fall semester of 2018 and thank him for his time and dedication to the program.

Mr. Silverman presented Mr. McNulty with a certificate and gift and thanked him on behalf of the Commission for a job well done.

CITIZEN COMMENTS

Bill Hoon of 456 Coolidge Avenue spoke against deer management, believing there was an issue with speeding vehicles.

Dave Egler of 121 Poplar Drive commended Finance Director Andrew McCreery and Assistant Finance Director Terri Windstein on doing a good job.

John Koenig of 433 Poplar Drive thanked the Commissioners for their service and dedication to the community. He stated that Mt. Lebanon is the best place on earth.

CONSIDERATION OF THE MINUTES FROM THE ADJOURNED MEETING HELD NOVEMBER 26, 2018

Mr. McLean moved and Ms. Fraasch seconded to approve the minutes. The vote was called. The motion carried unanimously.

**PUBLIC HEARING AND CONSIDERATION OF ORDINANCE
(BILL NO. 12-18) CONCERNING THE MUNICIPALITY'S 2019 BUDGET**

Mr. Grella said the Commission held budget work sessions on November 10, November 19 and December 3. A public hearing was held November 13 to comment on the Manager's 2019 recommended budget. A second public hearing is being held tonight regarding the Commission's proposed revisions to the manager's recommended budget. The amendments were displayed on the side wall of the Commission Chambers.

Amendments to the 2019 Manager's Recommended Budget

Department	Decision Unit	Item	Funding Source						Parking Fund
			General Fund	State Hwy Aid Fund	Sewage Fund	Storm Water Fund	Capital Proj. Fund	Total Gov't Funds	
Initial Revenue Budgets			\$ 37,583,020	\$ 1,002,000	\$ 12,004,700	\$ 604,870	\$ 6,708,320	\$ 57,902,910	\$ 2,129,590
2019 Budget Revenue Amendments									
Fund Balance	Fund Balance	Assignment of Funds for Storm Water Projects	521,500	-	-	-	-	521,500	-
Tax Collection	Sales Tax Collection	Sales and Use Tax Estimate Increase	30,000	-	-	-	-	30,000	-
Public Safety	Animal Control	Contributions from Member Communities	21,450	-	-	-	-	21,450	-
Public Works	Capital Improvements	Grant/Contribution Revenue for Signal Projects	-	-	-	-	1,156,800	1,156,800	-
Operating Transfers	Operating Transfers	Transfers to Capital Projects Fund	-	-	-	-	763,880	763,880	-
Fund Balance	Fund Balance	Carryovers Use of Available Funds/Fund Balance	850,210	-	-	-	5,183,860	6,034,070	-
Amended Revenue Budgets			\$ 39,006,180	\$ 1,002,000	\$ 12,004,700	\$ 604,870	\$ 13,812,860	\$ 66,430,610	\$ 2,129,590
Initial Expenditure Budgets			\$ 37,583,020	\$ 1,002,000	\$ 12,004,700	\$ 604,870	\$ 6,708,320	\$ 57,902,910	\$ 1,828,690
2019 Budget Expenditure Amendments									
General Government	Finance	Debt Service Management Software	2,500	-	-	-	-	2,500	-
General Government	Legal Services	Reduction in SL2	(2,500)	-	-	-	-	(2,500)	-
General Government	Information Services	Reduction of AS400 Programming	(14,000)	-	-	-	-	(14,000)	-
Human Services	Library	Full-time Conversion - Teen Librarian	11,170	-	-	-	-	11,170	-
Human Services	Library	Full-time Conversion - Library Assistant	13,330	-	-	-	-	13,330	-
Community Development	Building Inspection	PT Code Enforcement Officer	(31,420)	-	-	-	-	(31,420)	-
Public Safety	Police Support Services	Expanded Community-Based Surveillance Cameras	20,000	-	-	-	-	20,000	-
Public Safety	Emergency Management	Community Emergency Alert Service	7,440	-	-	-	-	7,440	-
Community Development	Civic Activities	More Inclusive Holiday Recognitions	3,500	-	-	-	-	3,500	-
General Government	Manager's Office	Community Engagement Strategy Consultant	10,000	-	-	-	-	10,000	-
Public Works	Pedestrian Routes	Additional Sidewalk Repairs	15,900	-	-	-	-	15,900	-
Public Works	Traffic Planning & Signals	Traffic Calming	(50,000)	-	-	-	-	(50,000)	-
Public Works	Traffic Signs & Painting	Design and Refurbish Entry Signs	5,000	-	-	-	-	5,000	-
Public Works	Forestry	Additional Contractual Work	20,000	-	-	-	-	20,000	-
Public Works	Refuse Collection	Glass Recycling	41,560	-	-	-	-	41,560	-
Public Safety	Capital Improvements	Body Cameras (Reduction for Commitment)	(22,480)	-	-	-	-	(22,480)	-
Operating Transfers	Capital Projects Fund	Transfer to Capital Projects Fund	521,500	-	-	-	-	521,500	-
Public Works	Capital Improvements	Storm Water Project Funding	-	-	-	-	521,500	521,500	-
Subtotal: Budget Amendments			551,500	-	-	-	521,500	1,073,000	-
2018 Carryovers to 2019 Budget									
Operating Expenditures									
General Government	Information Services	Mobile App Development	5,000	-	-	-	-	5,000	-
Community Development	Economic Development	Uptown Shopping Guide	2,000	-	-	-	-	2,000	-
Public Safety	Animal Control	Animal Control Vehicle	32,020	-	-	-	-	32,020	-
Public Works	Pedestrian Routes	ADA Sidewalk Ramps (2018)	28,000	-	-	-	-	28,000	-
Public Works	Refuse Collection	Recycling Outreach/Education	20,000	-	-	-	-	20,000	-
Public Works	Parks Maintenance	Deer Management	6,500	-	-	-	-	6,500	-
Public Works	Traffic Planning & Signals	Traffic Calming	50,000	-	-	-	-	50,000	-
Recreation	Tennis Center	Drainage Improvements	27,000	-	-	-	-	27,000	-
Capital Expenditures									
Public Works	Capital Improvements	Robb Hollow Greening	125,790	-	-	-	-	125,790	-
Recreation	Capital Improvements	Golf Course Sand Bunker Liners	63,140	-	-	-	-	63,140	-
Public Works	Capital Improvements	Library Building HVAC Upgrades	188,280	-	-	-	-	188,280	-
Public Works	Capital Improvements	Public Works Facility & Firing Range	-	-	-	-	4,822,200	4,822,200	-
Public Works	Capital Improvements	Cochran Road ADA Ramps	-	-	-	-	63,000	63,000	-
Public Works	Capital Improvements	Crosswalk Installations	-	-	-	-	50,000	50,000	-
Public Works	Capital Improvements	Traffic Signal Improv. - CS Blvd/Anawanda	-	-	-	-	176,710	176,710	-
Public Works	Capital Improvements	Traffic Signal Improv. - Cedar/Morgan	-	-	-	-	221,850	221,850	-
Public Works	Capital Improvements	Traffic Signal Improv. - BH/Carleton/Kelso	-	-	-	-	298,340	298,340	-
Public Works	Capital Improvements	Traffic Signal Improv. - Equip Upgrades	-	-	-	-	448,560	448,560	-
Public Works	Capital Improvements	Traffic Signal Improv. - N Wren/Firwood/BH	-	-	-	-	310,000	310,000	-
Assignment Carryovers									
Public Works	Parks Maintenance	Deer Management	27,830	-	-	-	-	27,830	-
Public Works	Capital Improvements	Mt. Lebanon Park Basketball Court Improvements	46,720	-	-	-	-	46,720	-
Recreation	Community Center	Digital Video Security System	7,000	-	-	-	-	7,000	-
Public Works	Capital Improvements	Private Street Contribution	-	-	-	-	50,000	50,000	-
Public Works	Capital Improvements	Sidewalk Installations	-	-	-	-	50,000	50,000	-
Public Works	Capital Improvements	Traffic & Pedestrian Upgrades	-	-	-	-	92,380	92,380	-
Operating Transfers	Capital Projects Fund	Transfer to Capital Projects Fund	242,380	-	-	-	-	242,380	-
Subtotal: Carryovers			871,660	-	-	-	6,583,040	7,454,700	-
Amended Expenditure Budgets			\$ 39,006,180	\$ 1,002,000	\$ 12,004,700	\$ 604,870	\$ 13,812,860	\$ 66,430,610	\$ 1,828,690

Mr. Silverman declared the public opened.

Because there were no comments, Mr. Silverman declared the public hearing closed.

Mr. Grella moved and Ms. Fraasch seconded to enact Ordinance (Bill No. 12-18).

Ms. Fraasch stated she will be supporting this budget, which she usually doesn't when deer management is in the budget. She stated that the Commission has asked a lot of our staff this year, and it was incredible to watch them try to accommodate us in every way. She commended the staff for their ability to work with the Commission, stating she appreciates their dedication.

The vote was called. The motion carried unanimously.

CONSIDERATION OF ORDINANCE (BILL NO. 13-18)
FIXING THE TAX RATE FOR THE YEAR 2019

Ms. Fraasch said 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. A public hearing was held November 13, 2018.

Ms. Fraasch moved and Mr. Grella seconded to enact Ordinance (Bill No. 13-18). The vote was called. The motion carried unanimously.

CONSIDERATION OF ORDINANCE (BILL NO.14-18)
ESTABLISHING COMPENSATION FOR EMPLOYEES FOR 2019

Mr. Grella said this ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2019. It also sets hours of work and overtime, longevity and fringe benefits.

Mr. Grella moved and Ms. Fraasch seconded to enact Ordinance (Bill No. 14-18). The vote was called. The motion carried unanimously.

CONSIDERATION OF RESOLUTION NO. R-21-18
ADOPTING THE CAPITAL IMPROVEMENT PROGRAM (CIP)

Mr. Grella said the Capital Improvement Program (CIP) for 2019-2023 was submitted to the Commission on August 1, 2018. Copies of the document were placed at the library, municipal building and website. A public hearing was held October 9, 2018.

Mr. Grella moved and Ms. Fraasch seconded to adopt Resolution No. R-21-18. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-22-18
DESIGNATING A DEPOSITORY FOR THE FUNDS OF MT. LEBANON**

Ms. Fraasch said the Municipality must designate a depository each year for its funds. The Director of Finance recommends that the municipality retain depository of WesBanco Bank for the treasurer's account and petty cash account.

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-22-18. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-23-18 DESIGNATING A DEPOSITORY
FOR THE FUNDS OF MT. LEBANON FOR ALL PRIMARY BANKING ACTIVITIES**

Mr. McLean said the Municipality must designate a depository each year for its funds. The Director of Finance recommends that the municipality retain depository of First National Bank for all primary banking activities.

Mr. McLean moved and Mr. Grella seconded to adopt Resolution No. R-23-18. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-24-18
ADOPTING THE 2019 COMPREHENSIVE FEE SCHEDULE**

Ms. Fraasch said the Commission has reviewed and is now approving the proposed 2019 Comprehensive Fee Schedule for municipal operations and activities.

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-24-18. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-25-18 ESTABLISHING
EMPLOYEE CONTRIBUTIONS TO THE PENSION PLANS FOR 2019**

Ms. Fraasch said each year the employee contribution levels must be set for the municipality's pension plans. The calculation is done in accordance with state law, and the contribution levels are collectively bargained with employee groups.

Employee contributions for 2019 to the Mt. Lebanon Police, Fire and General Pension Plans are hereby established as follows:

<u>Police:</u>	4.5% of total compensation
<u>Fire:</u>	
Hired prior to August 28, 2011	5.0% of total compensation
Hired after August 28, 2011	5.0% of base salary and longevity
<u>General Employees:</u>	
Hired prior to January 1, 2012	5.0% of total compensation
Hired after January 1, 2012	5.0% of base salary and longevity

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-25-18. The vote was called. The motion carried unanimously.

**CONSIDERATION OF FINAL APPROVAL OF THE RESIDENCES
AT POPLAR LOT CONSOLIDATION PLAN AND LAND DEVELOPMENT PLAN**

Mr. Grella said a request for final approvals for the Residences at Poplar Lot Consolidation Plan and for the Land Development Plan. G&B Consulting Partners, LLC has equitable interest in a property located on an unopened section of Pennsylvania Boulevard.

With regard to the Lot Consolidation Plan, the developer is requesting approval to consolidate four parcels currently identified as lot and block 192-C-23, 192-C-24, 192-C-30 and 192-C-32 in the Avondale Plan of Lots.

The Planning Board reviewed the plan at its September 25, 2018 meeting and recommended final approval subject to the comments in the Engineer's Review Letter.

With regard to the Land Development Plan, the developer is requesting approval to construct 13 townhouse units on Pennsylvania Boulevard. The developer would also be responsible for construction of a road improved to municipal standards including sidewalks and utilities to serve the proposed units.

At its meeting on September 25, 2018, the Planning Board recommended against final approval for the Residences at Poplar Land Development Plan based on the recommendation of denial of the waivers and modifications listed as A, C, D, E, F, G in the Gateway review letter dated September 20, 2018. The Planning Board further recommended that if the Commission does vote to grant final approval to the Residences at Poplar land development plan, additional conditions should be placed on that approval. The requested waivers and modifications to Chapter XVI, *Subdivision and Land Development*, along with the additional conditions recommended by the Planning Board, have been provided to the Commission in a supplementary memo.

The Commission heard testimony from the developer and any interested residents regarding the lot consolidation plan and the land development plan. The Commission decided to hear all testimony at one time because the two applications deal with the same property.

Mr. Grella moved and Ms. Fraasch seconded to approve the Application of G&B Development for a Lot Consolidation Plan for the Residences at Poplar as indicated in the Written Decision presented at this meeting. The vote was called. The motion carried unanimously.

Mr. Grella moved and Ms. Fraasch seconded to deny the Application of G&B Development for a Land Development Approval for the Residences at Poplar and adopt the Written Decision presented at this meeting. The vote was called. Ms. Fraasch, Mr. Grella and Mr. McLean voted in support of the motion. Mr. Silverman voted against the motion. The motion passed three to one.

**CONSIDERATION OF AN AGREEMENT BY AND BETWEEN THE
MUNICIPALITY OF MT. LEBANON AND THE
KEYSTONE MOUNTAIN LAKES REGIONAL COUNCIL OF CARPENTERS**

Mr. McLean said the union represents the public works laborers. The current labor contract with this group expires on December 31, 2018. The agreement is for a four-year period and provides for wage increases, changes in compensation, healthcare contributions and clarification of certain benefits.

Mr. McLean moved and Mr. Grella seconded to approve the agreement by and between the Municipality of Mt. Lebanon and the Keystone Mountain Lakes Regional Council of Carpenters, and authorize the proper Municipal Officials to execute the labor agreement. The vote was called. The motion carried unanimously.

**CONSIDERATION OF A CONTRACT FOR WHITE-TAILED
DEER MANAGEMENT UTILIZING SHARPSHOOTING**

Mr. Grella said the Municipality desires to follow the controlled archery hunt program currently occurring with a sharpshooting program under a PA Game Commission political subdivision permit. This activity would occur from February 1, 2019 to March 31, 2019.

The Municipality received a proposal from White Buffalo, Inc., to provide deer management sharpshooting services. Under the contract, up to 75 deer could be removed at a cost of \$59,605.

Mr. Grella moved and Mr. McLean seconded to authorize the execution of this agreement with White Buffalo, Inc., for removal of up to 75 deer at a cost not to exceed \$59,605, subject to the approval of the manager and the solicitor.

Ms. Fraasch stated that she does not support this program, believing it wasn't effective.

Mr. Grella stated that the policy should be reviewed in 2019 to determine the effectiveness of the program.

Mr. Silverman suggested waiting until after the deer culling report was done before discussing the policy.

Mr. McLean stated that 2019 is the fifth year of the five-year program for reducing deer/vehicle accidents. He believed the program was effective.

Mr. Silverman believes the numbers have been going down for deer/vehicle accidents, stating the program was effective.

The vote was called. Mr. Grella, Mr. McLean and Mr. Silverman voted in support of the motion. Ms. Fraasch voted against the motion. The motion passed three to one.

CONSIDERATION TO FILL AN UNEXPIRED TERM ON THE TRAFFIC BOARD

Mr. McLean moved and Ms. Fraasch seconded to appoint Timothy Glace of Lakemont Drive to fill an unexpired term ending March 31, 2020. The vote was called. The motion carried unanimously.

**CONSIDERATION OF THE EXPENDITURE
LIST FOR NOVEMBER TOTALING \$7,372,250.72**

Ms. Fraasch moved and Mr. Grella seconded to approve the expenditure list for November totaling \$7,372,250.72. The vote was called. The motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 8:40 p.m.