

**MINUTES OF THE REGULAR MEETING DECEMBER 10, 2019
OF THE MT. LEBANON COMMISSION**

The Commission of Mt. Lebanon, Pennsylvania, held a Regular Meeting at 8:00 P.M., on Tuesday, December 10, 2019, at the Municipal Building, 710 Washington Road. Commission President Steve McLean called the meeting to order and led in the Pledge of Allegiance to the Flag. Manager McGill called the roll. Present were Commissioners John Bendel, Kelly Fraasch, Craig Grella, Steve Silverman and Steve McLean. Also present were Assistant Manager/Planner McMeans, Chief of Police Lauth, Deputy Fire Chief Daniels, Public Works Director Sukal, Recreation Director Donnellan, Finance Director McCreery, and Public Information Officer Pace-Lilley. 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 review of the draft brick street policy, review of a traffic calming study request on Arden, an update on the delivery of forestry service requests since the implementation of the revised process, an overview of the snow removal procedures, and heard comments from Commission liaisons on activities with various boards and authorities. Also discussed were two commission amendments to the manager's proposed 2020 budget related to parking.

Manager McGill said the next regular meeting is scheduled for Tuesday, January 14, 2020, at 8 p.m. in Commission Chambers of the Municipal Building, with the discussion session meeting starting approximately 6:30 p.m. in Room C. The organizational meeting will take place on Monday, January 6, 2020, at 8 p.m., in Commission Chambers.

Mr. Grella said get immediate notification of life-threatening emergencies by signing up for LeboEmergency, at www.mtlebanon.org or by texting LEBO to 99411. You can choose to receive phone calls on your landline, cellphone or TTY, as well as texts to your cellphone and emails. For nonemergency alerts such as community events, road closures and delay in trash pickup, sign up for LeboALERTs at www.mtlebanon.org. You can select to be notified by email or text. As we head into winter weather, you also can check your cellphone settings or apps to allow emergency weather alerts from www.weather.com, AccuWeather or other weather providers. He also said that the Mt. Lebanon Commercial Districts Office wants your opinion about public art in Uptown. Help shape the future look of the district by filling out a survey at: mtlebanon.org/cdosurvey by December 22.

Ms. Fraasch noted that she, Rep. Dan Miller, County Councilwoman Sue Means, and City Councilman Cory O'Connor attended an event where Mt. Lebanon resident Christian Pope received his Eagle Scout status.

**JUNIOR COMMISSIONER DANIEL MCNULTY
COMMENTS (PRESENTATION OF GIFT/LAST MEETING**

Mr. McNulty thanked the Commission for the opportunity to be Junior Commissioner. Steve McLean thanked Mr. McNulty on behalf of the Commission for his service and a job well done, and he presented Mr. McNulty with a gift.

RECOGNITION OF STUDENT INTERNS

Mr. McLean 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 interns have attended public meetings each month, attended advisory board meetings, and met with department heads.

The Municipality would like to recognize our student interns Karen Lin and Rachel Short, who took part in the program during the fall semester of 2019 and thank them for their time and dedication to the program.

Mr. McLean presented Ms. Lin and Ms. Short with a certificate and gift and thanked them on behalf of the Commission for a job well done.

CITIZENS COMMENTS

Bill Hoon of 456 Coolidge Avenue spoke about being environmentally friendly, believing that deer management was not environmentally friendly.

Former Commissioners Dave Brumfield and Dan Miller spoke to the outgoing commissioners, thanking them for their service and dedication.

CONSIDERATION OF THE MINUTES FROM THE ADJOURNED MEETING HELD NOVEMBER 26, 2019

Mr. Silverman moved and Mr. Bendel seconded to approve the minutes. The vote was called. The motion carried unanimously.

PUBLIC HEARING AND CONSIDERATION OF ORDINANCE (BILL NO. 7-19) CONCERNING THE MUNICIPALITY'S 2020 BUDGET

Mr. Grella said the Commission held budget work sessions on November 12, November 25, and December 5. A public hearing was held November 12 to comment on the Manager's 2020 recommended budget. A second public hearing is being held tonight regarding any Commission revisions to the manager's recommended budget. The amendments are displayed on the side wall of the Commission Chambers.

Minutes of the December 10, 2019 Regular Meeting of the Mt. Lebanon Commission

Amendments to the 2020 Manager's Recommended Budget									
Department	Decision Unit	Item	Funding Source						
			General Fund	State Hwy Aid Fund	Sewage Fund	Storm Water Fund	Capital Proj. Fund	Total Gov't Funds	Parking Fund
Initial Revenue Budgets			\$38,728,200	\$ 995,000	\$12,255,000	\$ 1,528,380	\$11,227,130	\$64,733,710	\$ 2,182,050
2020 Budget Revenue Amendments									
Taxes	Sales Tax Revenue	Decrease in projection	(45,000)	-	-	-	-	(45,000)	-
Taxes	Earned Income Tax	Increase in Projection	160,000	-	-	-	-	160,000	-
Recreation	Recreation Management	SL2-Sports Orgs Contributions	16,900	-	-	-	-	16,900	-
Public Works	Int. Gov't & Contributions	N. Wren/Firwood Traffic Installation	-	-	-	-	300,000	300,000	-
Public Works	Intergovernmental Revenue	Library Building Keystone Grant	-	-	-	-	215,160	215,160	-
Public Works	Intergovernmental Revenue	Robb Hollow Park Improv. Grant not rec'd	-	-	-	-	(141,930)	(141,930)	-
Fund Balance	Use of Fund Balance	Grow Grant Recognition	519,150	-	-	-	-	519,150	-
Fund Balance	Use of Fund Balance	Reassignment to Parks Master Plan	65,890	-	-	-	-	65,890	-
Fund Balance	Use of Fund Balance	2020 Budget Assignment	116,000	-	-	-	-	116,000	-
Fund Balance	Use of Fund Balance	2019 Carryovers	912,110	-	-	-	-	912,110	-
Fund Balance	Use of Fund Balance	Library Building HVAC (Bond Proceeds)	-	-	-	-	190,000	190,000	-
Fund Balance	Use of Fund Balance	Robb Hollow Park Improv. Funding	-	-	-	-	82,030	82,030	-
Operating Transfers	Transfer from General Fund		-	-	-	-	687,820	687,820	-
Amended Revenue Budgets			\$40,473,250	\$ 995,000	\$12,255,000	\$ 1,528,380	\$12,560,210	\$67,811,840	\$ 2,182,050
Initial Expenditure Budgets			\$38,728,200	\$ 995,000	\$12,255,000	\$ 1,528,380	\$11,227,130	\$64,733,710	\$ 1,849,540
2020 Budget Expenditure Amendments									
General Government	Employment Benefits	Health Insurance Rate Finalization	(37,530)	-	-	-	-	(37,530)	-
General Government	Employment Benefits	OPEB Contribution	(10,810)	-	-	-	-	(10,810)	-
General Government	Employment Benefits	SL2-Implementation of Salary Survey	(20,000)	-	-	-	-	(20,000)	-
General Government	General Management	SL6-Intern	6,480	-	-	-	-	6,480	-
General Government	Information Services	SL1-Google services subscription increase	4,740	-	-	-	-	4,740	-
General Government	Public Information Office	SL4-Implementation of Comm. Survey	12,860	-	-	-	-	12,860	-
Public Works	Pedestrian Routes	SL5-Expanded Root Damaged Sidewalk Repair Program	67,200	-	-	-	-	67,200	-
Public Works	Traffic Signs and Painting	SL4-Historic District Signage	10,000	-	-	-	-	10,000	-
Public Works	Refuse Collection	SL2-Glass Recycling	(5,000)	-	-	-	-	(5,000)	-
Public Works	Municipal Building	SL4-Building Security Upgrade	25,000	-	-	-	-	25,000	-
Public Works	Public Safety Center	SL7-Parking Lot Fence Installation	12,000	-	-	-	-	12,000	-
Public Works	Parks Maintenance	SL11-Parks Master Plan	80,000	-	-	-	-	80,000	-
Public Works	Forestry	Expanded forestry contractual work (Oak pruning)	40,000	-	-	-	-	40,000	-
Human Services	Outreach Program	SL3-Additional Contribution (Library Collaboration)	5,000	-	-	-	-	5,000	-
Recreation	Platform Tennis	SL2-Courts 3 & 4 Lighting Replacement	8,500	-	-	-	-	8,500	-
Recreation	Swimming Center	SL3-Pump Replacement	10,000	-	-	-	-	10,000	-
Recreation	Community Center	SL4-Sidewalk Replacement	40,000	-	-	-	-	40,000	-
Recreation	Tennis Center	SL2-Sidewalk and Retaining Wall Replacement	26,500	-	-	-	-	26,500	-
Recreation	Tennis Center	SL3-Utility Cart	18,900	-	-	-	-	18,900	-
Recreation	Recreation Management	SL2-Recreation Center Feasibility Study	33,800	-	-	-	-	33,800	-
Community Development	Building Inspection	SL3-Expanded Code Enforcement Officer	63,840	-	-	-	-	63,840	-
Public Safety	MRTSA	SL1-Appropriation Adjustment	(3,260)	-	-	-	-	(3,260)	-
Public Safety	Police Support Services	SL3-Surveillance Cameras	20,000	-	-	-	-	20,000	-
Public Safety	Police Support Services	SL4-Expanded Surveillance Cameras	20,000	-	-	-	-	20,000	-
Public Safety	Fire Protection	SL7-Full Fire Prevention Services	55,570	-	-	-	-	55,570	-
Capital Improvements	Recreation	SL17-Ice Center Cooling Tower	180,000	-	-	-	-	180,000	-
Capital Improvements	Public Works	SL3-Additional Storm Water Projects	-	-	-	-	169,150	169,150	-
Operating Transfers	Capital Projects Fund	Transfer to Capital Projects Fund	169,150	-	-	-	-	169,150	-
Parking	South Garage	SL4-South Garage Sign Fabrication	-	-	-	-	-	-	20,000
Parking	Street Meters	SL4-Implementation of LPR	-	-	-	-	-	-	82,500
Subtotal: Budget Amendments			832,940	-	-	-	169,150	1,002,090	102,500
2019 Carryovers to 2020 Budget									
Operating Expenditures									
Community Development	Comm. & Econ. Development	Uptown Shopping Guide	2,000	-	-	-	-	2,000	-
Public Works	Pedestrian Routes	ADA Sidewalk Ramps (2019)	25,000	-	-	-	-	25,000	-
Public Works	Refuse Collection	Recycling Outreach/Education	17,430	-	-	-	-	17,430	-
Public Works	Refuse Collection	Glass Recycling	39,870	-	-	-	-	39,870	-
Public Works	Parks Maintenance	Deer Management	25,000	-	-	-	-	25,000	-
Public Works	Traffic Planning and Signals	Traffic Calming	35,000	-	-	-	-	35,000	-
Recreation	Ice Rink	Rink entry and stairwell replacement	11,000	-	-	-	-	11,000	-
Capital Expenditures									
Public Works	Capital Improvements	Robb Hollow Greening Reassignment	59,900	-	-	-	-	59,900	-
Public Works	Capital Improvements	To: Robb Hollow Park Development	34,160	-	-	-	-	34,160	-
Public Works	Capital Improvements	Robb Hollow Improvements-Path along Cedar Blvd	-	-	-	-	-	-	-
Public Works	Capital Improvements	Public Safety Building Carpet	-	-	-	-	27,920	27,920	-
Public Works	Capital Improvements	Library Building HVAC Upgrades	-	-	-	-	370,000	370,000	-
Public Works	Capital Improvements	Library Building Stair Carpet Replacement	-	-	-	-	13,600	13,600	-
Public Works	Capital Improvements	Library Building Security Upgrade	-	-	-	-	56,900	56,900	-
Public Works	Capital Improvements	Library Building Solar Panel Funding	-	-	-	-	149,660	149,660	-
Public Works	Capital Improvements	Crosswalk Installations	-	-	-	-	50,000	50,000	-
Public Works	Capital Improvements	Traffic Signal Improv. - N Wren/Firwood/BH	-	-	-	-	300,000	300,000	-
Assignment Carryovers									
Public Works	Parks Maintenance	Deer Management	27,830	-	-	-	-	27,830	-
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	-	-	-	-	90,000	90,000	-
Public Works	Capital Improvements	2018 Storm Water Allocation	-	-	-	-	175,000	175,000	-
Operating Transfers	Capital Projects Fund	Transfer to Capital Projects Fund	627,920	-	-	-	-	627,920	-
Subtotal: Carryovers			912,110	-	-	-	1,333,080	2,245,190	-
Amended Expenditure Budgets			\$40,473,250	\$ 995,000	\$12,255,000	\$ 1,528,380	\$12,729,360	\$67,980,990	\$ 1,952,040

Mr. McLean declared the public hearing opened.

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

Mr. Grella moved and Ms. Fraasch seconded to enact Ordinance (Bill No. 7-19). The vote was called. The motion carried unanimously.

CONSIDERATION OF ORDINANCE (BILL NO. 8-19)
FIXING THE TAX RATE FOR THE YEAR 2020

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 12, 2019.

Ms. Fraasch moved and Mr. Grella seconded to enact Ordinance (Bill No. 8-19). The vote was called. The motion carried unanimously.

CONSIDERATION OF ORDINANCE (BILL NO. 10-19)
ESTABLISHING COMPENSATION FOR EMPLOYEES FOR 2020

Mr. Bendel said this ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2020. It also sets hours of work and overtime, longevity and fringe benefits.

Mr. Bendel moved and Mr. Silverman seconded to enact Ordinance (Bill No. 10-19). The vote was called. The motion carried unanimously.

CONSIDERATION OF RESOLUTION NO. R-21-19
ADOPTING THE CAPITAL IMPROVEMENT PROGRAM (CIP)

Mr. Silverman said the Capital Improvement Program (CIP) for 2020-2024 was submitted to the Commission on August 1, 2019. Copies of the document were placed at the library, municipal building and website. A public hearing was held October 7, 2019.

Mr. Silverman moved and Mr. Bendel seconded to adopt Resolution No. R-21-19. The vote was called. The motion carried unanimously.

CONSIDERATION OF RESOLUTION NO. R-22-19
DESIGNATING A DEPOSITORY FOR THE FUNDS OF MT. LEBANON

Mr. Grella 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.

Mr. Grella moved and Ms. Fraasch seconded to adopt Resolution No. R-22-19. The vote was called. The motion carried unanimously.

CONSIDERATION OF RESOLUTION NO. R-23-19 DESIGNATING A DEPOSITORY FOR THE FUNDS OF MT. LEBANON FOR ALL PRIMARY BANKING ACTIVITIES

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 First National Bank for all primary banking activities.

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-23-19. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-24-19
ADOPTING THE 2020 COMPREHENSIVE FEE SCHEDULE**

Mr. Bendel said the Commission has reviewed and is now approving the proposed 2020 Comprehensive Fee Schedule for municipal operations and activities.

Mr. Bendel moved and Mr. Silverman seconded to adopt Resolution No. R-24-19. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-25-19 ESTABLISHING
EMPLOYEE CONTRIBUTIONS TO THE PENSION PLANS FOR 2020**

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 2020 to the Mt. Lebanon Police, Fire and General Pension Plans are hereby established as follows:

Police:

4.5% of total compensation

Fire:

Hired prior to August 28, 2011

5.0% of total compensation

Hired after August 28, 2011

5.0% of base salary and longevity

General Employees:

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-25-19. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR APPROVAL OF THE CHANGE ORDER FOR
UNDERCUT AT THE MT. LEBANON PUBLIC WORKS FACILITY PROJECT**

Mr. Bendel said undercutting or removal and replacement of existing soils with suitable backfill was recommended to a depth 2 feet below finished grade in the geotechnical report prepared for the Mt. Lebanon Public Works Facility Project.

During the excavation of the foundations and floor slabs additional excavation was required below the 2-foot depth in certain areas as approved by the geotechnical engineer for the project, whose representative was on site to monitor the excavation activities.

ARCON Contracting, Inc., the general contractor who performed the work, has made claims for a payment of \$113,045 for both the undercut called for in the geotechnical report and additional undercut due to discrepancies in the bid documents. After negotiations on the matter, a settlement offer for the claim was made by ARCON Contracting, Inc., in the amount of \$57,000.

Mr. Bendel moved and Mr. Silverman seconded to approve change order for the proposal for undercut completed at the Public Works Facility Project in the amount of \$57,000 to ARCON Contracting, Inc. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE AWARD OF THE
MORELAND DRIVE STORM SEWER REPAIR PROJECT**

Mr. Silverman said bids were received on November 19, 2019 for the Moreland Drive Storm Sewer Repair project. The project consists of the extension of an existing storm line, approximately 210 LF, associated structures, E&S controls, and site restoration.

The Municipal Engineer has verified the bids as follows:

Contractor	Base Bid
Dom Folino Construction	\$ 269,650.00
Gregori Construction	\$ 279,600.00
WG Land Company	\$ 388,870.00
Stefanik's (Next Generation Contracting Co.)	\$ 501,590.00
A. Merante Contracting	\$ 519,870.00
Niando Construction	\$ 678,450.00

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to Dom Folino Construction. The contractor has completed similar work in other municipalities in a satisfactory manner.

Mr. Silverman moved and Mr. Bendel seconded to award the Moreland Drive Storm Sewer Repair Contract to Dom Folino Construction in the amount of \$269,650. The vote was called. The motion carried unanimously.

APPOINTMENT TO MEDICAL RESCUE TEAM SOUTH AUTHORITY (MRTSA)

Mr. Grella moved and Ms. Fraasch seconded to appoint Leeann Foster to a new five-year term ending December 31, 2024. The vote was called. The motion carried unanimously.

**CONSIDERATION OF THE EXPENDITURE
LIST FOR NOVEMBER TOTALING \$4,481,632.76**

Mr. Bendel moved and Mr. Silverman seconded to approve the expenditure list for November totaling \$4,481,632.76. The vote was called. The motion carried unanimously.

APPOINTMENT AS COMMISSION LIAISON TO THE HOSPITAL AUTHORITY

Mr. McLean appointed Steve Silverman effective January 1, 2020.

**PRESENTATION OF RECOGNITION OF SERVICE
TO COMMISSIONERS BENDEL, FRAASCH AND MCLEAN**

Mr. Silverman and Mr. Grella presented gifts to the outgoing commissioners.

ADJOURNMENT

The meeting adjourned at 8:40 p.m.