

MINUTES OF THE REGULAR MEETING OCTOBER 13, 2020 OF THE MT. LEBANON COMMISSION

The Commission of Mt. Lebanon, Pennsylvania, held a Regular Meeting at 8:00 P.M., on Tuesday, October 13, 2020. Commission President Craig Grella called the meeting to order and led in the Pledge of Allegiance to the Flag. Manager McGill called the roll. Present were Commissioners Andrew Flynn, Leeann Foster (remotely), Mindy Ranney, Steve Silverman, and Craig Grella. Also present were Assistant Manager/Planner McMeans, Fire Chief Sohyda, Police Chief Lauth, Finance Director McCreery, Public Works Director Sukal (remotely), I.T. Manager Schalles, and Public Information Officer Lilley (remotely). Also present were Phil Weis of the solicitor's office (remotely) and Matt Bagaley of the engineer's office.

COMMISSION/MANAGER'S ANNOUNCEMENTS

Manager McGill summarized the information that was reviewed during the discussion session, including an update of the status of the Historic District Signage Consultant RFP, discussion on pickleball, an update on the capital stormwater projects, discussion of a possible bond refinance, discussed delinquent real estate tax collection services, and heard Commission liaison activities with various boards and authorities.

Manager McGill stated that prior to this meeting, the Commission met in executive session to receive legal advice from the solicitor on various legal issues. After tonight's meeting, we will go back into executive session. He stated that the next adjourned meeting is scheduled to be held on Tuesday, October 27, 2020, at 8 p.m., in Commission Chambers with the discussion session meeting starting at approximately 6:30 p.m., to be held in Room C, and the executive session starting at approximately 6 p.m. He noted that Mt. Lebanon is taking precautionary measures to stay safe, and any resident attending must wear a mask, as well as social distance, where chairs are already appropriately spaced. Room C will also be available in the event of an overflow.

Ms. Ranney said here's a quick reminder that the Historical Society of Mount Lebanon is having its annual fundraiser virtually, on Wednesday, October 21. The Roaring '20s theme will explore Mt. Lebanon's major growth period. For tickets and auction information, go to lebohistory.org.

Monday, October 26, is the deadline to apply for the ad hoc Diversity, Equity and Inclusion committee of the volunteer community relations board. The committee was created in the hopes of taking positive steps forward on diversity, equity and inclusion issues in Mt. Lebanon, and it includes four working groups: Community Awareness/Community Building Working Group; Diversity in Boards and Hiring Working Group; Police Engagement Working Group, and Mt. Lebanon DEI Recognition, Event Planning and Incident Response Working Group. For more information on the specific tasks, and to apply, go to mtlebanon.org/deicommittee by Monday, October 26. If you need assistance to apply, call 412-343-3400, weekdays from 8:30 a.m. to 5 p.m.

A class at Carnegie Mellon University is compiling research on Mt. Lebanon's brick streets, and they want to know what YOU think. Please fill out a short survey, available at mtlebanon.org under "trending now." The survey should only take one to three minutes to complete but please do so by October 30.

Mt. Lebanon will honor all who served at our Virtual Veterans Day ceremony, Wednesday, November 11, at 5 p.m., on the municipality's Facebook page. The keynote speaker will be Mt.

Lebanon resident Commander Brandon Smith, commander of the Navy Talent Acquisition Group in Pittsburgh. Boy Scout Group 284 will present the colors and give the Pledge of Allegiance, and the high school Triple Trio will perform the National Anthem. Please join us online.

Mr. McGill stated that the budget workshops will occur on Saturday, November 7, at 9 a.m.; Saturday, November 14, at 9 a.m.; and, on Thursday, November 19, at 5:30 p.m., and residents may attend.

JUNIOR COMMISSIONER JACK HARRIGAN COMMENTS

Junior Commissioner Jack Harrigan stated the school re-opened on a hybrid basis, whereby only one-third of the student population is in attendance on any given day. He also stated that pickleball is part of the gym curriculum in the schools, and it is a very popular sport. He noted that pickleball courts would probably be used primarily by the youth in the community. He also stated that he met with junior board members from the community relations board and environmental sustainability board in order to develop ideas on how to become more informed and involved about the activities in the community.

CITIZENS COMMENTS

Bill Hoon of 456 Coolidge Avenue inquired about the COVID stats, to which Mr. McGill stated that Allegheny County provides this information. He also stated that someone walking in one of the parks found an arrow. He noted that people using the parks for recreation and exercise are reluctant to do so now due to the municipality's controlled archery hunt, which is part of the municipality's deer management program.

Mr. McGill noted that the archers conducting the Mt. Lebanon archery program mark their arrows, and the arrow presented is not marked.

Chief Lauth stated that the police do receive complaints from time to time about tree stands, which when received, an officer investigates. He noted that there have not been any complaints this year, and a lot of the complaints received over the years happened before the archery program ever began. When officers find a tree stand that was erected without authorization, the officer disassembles it. He noted that people not participating in the archery program have gone out on their own to hunt deer on private and public property. Chief Lauth advised the public to call 9-1-1 if they see anything out of the ordinary.

Chuck Vietmeyer of 226 Jefferson Drive spoke against playing pickleball on clay courts; he doesn't think they are the answer for pickleball courts. He also stated that having temporary courts was not committing to the sport. He believed that North Meadowcroft was the ideal location for the courts. He said that communities with pickleball courts have participants on them all of the time. He added that he sells pickleball equipment, and he thought the costs presented during discussion session were high. He spoke about the program in Cranberry.

Alain Corcos of 771 Pinetree Road stated that the Meadowcroft project is the perfect location to introduce pickleball to residents. He stated that this sport is growing, and there are a lot of

enthusiasts in the community who travel to other communities to play. He stated that he was disappointed to learn that the commission did not allot funding for pickleball even though the sports advisory board recommended it.

**CONSIDERATION OF THE MINUTES FROM THE
THE ADJOURNED MEETING HELD SEPTEMBER 22, 2020**

Ms. Foster moved and Ms. Ranney seconded to approve the minutes. The vote was called. The motion carried unanimously.

PUBLIC HEARING ON THE CAPITAL IMPROVEMENT PROGRAM (CIP)

Mr. Silverman said as required by the Charter, the Capital Improvement Program (CIP) for 2021-2025 was submitted to the Commission on August 1, 2020. A public hearing is required to be held on this program prior to the issuance of the Manager's Recommended Budget.

Mr. Grella declared the public hearing opened.

Finance Director Andrew McCreery reviewed the Capital Improvement Program. He noted that it's a plan and not a budget. The five-year program totals \$47 million, which is a decrease of \$6 million from the prior plan, primarily due to the improvements on Washington Road and other projects approved in the 2019 bond issue. He said the net tax cost did not change much over the five-year plan. He noted that new to the plan are the curbing replacements and paving in the recreation center parking lot. He said that 2023 is a big year. He said that lighting replacement at the tennis courts is to be phased in over four years, at a cost of \$460,000.

Mr. McCreery stated for 2021, the capital projects listed are the standard top three: sanitary sewer improvements, which are mandated by the consent order and our operations and maintenance plan; storm water management, which is the capital portion not included in the street reconstruction program; and, the street reconstruction program, with a \$2.1 million for street reconstruction. Also included in the program is scheduled equipment replacement at \$257,000, Robb Hollow Park improvements at \$360,000, and North Meadowcroft Phase 3, which is the basketball court at \$153,000.

Mr. McCreery stated another item is tennis court reconstruction Phase 2 at \$440,000 for both sets of courts, with Indoor Tennis contributing \$200,000. He noted that the recreation center roof replacement would cost over \$1.3 million. He stated that the current roof is over 25 years old, and it may fail. He also spoke about the golf course improvements, noting there was a schedule involved at a cost of \$91,000.

Mr. McCreery said that public safety has requested a duty weapons replacement. The meter replacement program is also in the plan.

Mr. McCreery also discussed bond financing.

Mr. McMeans stated that the planning board reviewed the Capital Improvement Plan at its meeting on August 18, and voted to certify it as being in accordance with the Comprehensive Plan.

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

**INTRODUCTION OF AN ORDINANCE (BILL NO. 7-20)
ADOPTING INTEREST, PENALTIES AND A SCHEDULE OF
ATTORNEY FEES IN CONNECTION WITH THE COLLECTION OF
TAXES, TAX CLAIMS, TAX LIENS MUNICIPAL CLAIMS AND MUNICIPAL LIENS**

Ms. Ranney said this ordinance updates the fees that may be collected for unpaid taxes, tax claims, tax liens, municipal claims and municipal liens.

Ordinance (Bill No. 7-20) was introduced, and the public hearing was set for October 27, 2020.

**CONSIDERATION OF ORDINANCE (BILL NO. 6-20)
REGULATING UNCONTROLLED WATER DISCHARGES**

Mr. Flynn said the proposed Ordinance addresses the adverse consequences of uncontrolled stormwater discharges onto a public street, sidewalk or public right-of-way. The ordinance regulates discharges from new and existing pipes and drains. The ordinance contains restrictions relating to location, setbacks, design and installation standards. The ordinance requires a permit for the installation of new facilities.

This ordinance was introduced September 8, 2020, and the public hearing was held September 22, 2020.

Mr. Flynn moved and Ms. Ranney seconded to enact Ordinance (Bill No. 6-20). The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-15-20 FOR THE
TRANSFER OF A LIQUOR LICENSE TO ORBIS CAPULUS, LLC**

Ms. Foster said 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.

Orbis Capulus, LLC has a lease for property located at 673-675 Washington Road, Pittsburgh, PA 15228, and is seeking to transfer a liquor license to a restaurant they plan on opening at this location. Orbis Capulus, LLC requested a hearing before the Commission for approval of the transfer of a liquor license to this location, which was held September 22, 2020.

Ms. Foster moved and Mr. Silverman seconded to adopt Resolution No. R-15-20. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-18-20 AUTHORIZING
A DATA SHARING AGREEMENT WITH ALLEGHENY COUNTY**

Mr. Silverman said Mt. Lebanon maintains databases for property owner notifications throughout various functions. In addition, Allegheny County maintains the same information and the Municipality currently receives a large update once a year for real estate tax billing. In the interim, the municipality updates our databases through various sources. This resolution will authorize the municipality to enter into an agreement with the County to obtain limited property information on-demand from the County's electronic database in order to more accurately update the Municipality's records.

Mr. Silverman moved and Ms. Foster seconded to adopt Resolution No. R-18-20. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE AWARD OF A CONTRACT
FOR HISTORIC DISTRICT SIGN DESIGN SERVICES**

Ms. Ranney said bids were received on Monday, September 14, 2020, for the design of signs recognizing Mt. Lebanon as a historic community. In 2014, the National Park Service recognized a portion of Mt. Lebanon as a Historic District and placed it on the National Register of Historic Places. Since that time, the Mt. Lebanon Historic Preservation Board has been educating the community on the importance of this designation. The board listed a comprehensive sign program as a priority in that education effort.

The project includes the design of medallions to be placed on street signs within the Historic District, as well as bars to be placed below the existing green bronze Mt. Lebanon entry signs.

Mt. Lebanon received one bid, from Kolano Design, a firm that has completed similar projects for Fallingwater, The Frick Pittsburgh, Phipps Conservatory, Cranberry Township, the Borough of Dormont and Upper St. Clair Township.

The 2020 budget includes \$10,000 to begin the sign project. Kolano Design's bid is \$10,230.

The Historic Preservation Board has reviewed the bid and recommends the Commission award the contract to Kolano Design.

Ms. Ranney moved and Mr. Flynn seconded to award the contract for Historic District Signage Design Services to Kolano Design in the amount of \$10,230. The vote was called. The motion carried unanimously.

**CONSIDERATION TO PURCHASE AND INSTALL
605 SQUARE YARDS OF 24"X 24" CARPET TILE AND COVE
BASE AT THE MT. LEBANON PUBLIC SAFETY BUILDING**

Mr. Flynn said the total cost to remove the existing flooring, purchase and install new flooring and base is \$50,546.99, which will be funded through the 2020 CIP. The carpeting will be provided and installed by Steinberger Floors, Inc., a Pennsylvania Costars approved contractor. This pricing is guaranteed through Pennsylvania State Contract #4400020404. This is the third and final year of the phased flooring replacement program for the facility. The final year cost came in \$7,453.01 under budget.

Mr. Flynn moved and Ms. Ranney seconded to authorize the purchase and installation of new carpeting for the Public Safety Building through the Pennsylvania State Purchasing Costar's Program from Steinberger Floors, Inc., at a total cost of \$50,546.99. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR APPROVAL FOR THE SALE
OF A 2006 CHEVY/DODGEN MOBILE COMMAND UNIT**

Ms. Foster said Mt. Lebanon's Administrative Code requires Commission approval for the sale of municipal equipment and supplies with an estimated value of more than \$7,500. A 2006 Chevy/Dodgen Mobile Command Unit, with an estimated value of 30,000, was advertised for sealed bids in the Pennsylvania Fireman and received only one bid for \$5,000. The bid was rejected. The vehicle was then listed with a used fire apparatus broker, Brindlee Mountain Fire Apparatus, and an offer was received from the Torrance County, New Mexico, Office of Emergency Management, for \$30,000. Brindlee Mountain Fire Apparatus will receive \$500. Commission approval of the sale is requested since the actual sale price exceeded the \$7,500 threshold.

Ms. Foster moved and Mr. Silverman seconded to approve the sale of a 2006 Chevy/Dodgen Mobile Command Unit to the Torrance County, New Mexico, Office of Emergency Management for the amount of \$30,000. The vote was called. The motion carried unanimously.

**CONSIDERATION OF AWARD FOR THE
2020 - 2023 SIDEWALK SNOW AND ICE REMOVAL SERVICE**

Mr. Silverman said requests for bids, as well as specifications for the contractual removal of snow and ice from municipal steps and sidewalks, were sent to seven local contractors. The bid was structured to provide for a base year with two renewal periods. One bid was received from Little's Landscaping LLC. The proposed cost per response for the 2020 / 2021 season was \$1,014.28 with a minimum guaranteed number of 35 responses for a total of \$35,500. The proposal also includes a cost of \$36,500 for the 2021 / 2022 season and \$37,500 for the 2022 / 2023 renewal periods. Little Landscape LLC provided this service during the 2019 / 2020 season in a satisfactory manner, and there is sufficient funding remaining in the 2020 budgeted snow and ice contractual account to award the contract based on the proposed cost.

Mr. Silverman moved and Ms. Foster seconded to award the 2020 / 2021 Contractual Sidewalk Snow and Ice Removal Service to Little Landscaping LLC in the amount of \$35,500 with two optional renewal periods. The vote was called. The motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 9:10 p.m.