

TO: Mt. Lebanon Commission

FROM: Keith McGill, Municipal Manager

DATE: March 13, 2024

SUBJECT: Agenda – Adjourned Meeting – March 26, 2024 – 8 p.m. – Mt. Lebanon Municipal Bldg.,
710 Washington Road, Commission Chambers – Meeting is Recorded

Zoom Link:

<https://us02web.zoom.us/j/81057181620?pwd=dVJLUUFQwZ1BHL3VkRVZpUHBOM2NxUT09>

Call to Order – Pledge of Allegiance to the Flag – Roll Call

ASW 1. Commission / Manager’s announcements:

- Summary of discussion session topics (Manager McGill)
- Manager’s announcements (Manager McGill)
- Community highlights (Commission Vice President Craig Grella)

ASW 2. Junior Commissioner Kate Yang comments.

ASW 3. Citizens Comments / Online Comments.

CG 4. Consideration of the minutes from the Regular Meeting held March 11, 2024.

Recommended Action: Move to approve the minutes.

SS 5. Consideration of [Resolution R-6-24](#) Designating Alternative Names, Associate Members, and Subcommittees for Advisory Boards

In February 2023 the Commission adopted Ordinance No. 3356 amending the structure of advisory boards. The Ordinance gives the Commission the authority to change the names of boards, designate non-voting members, and establish standing subcommittees by resolution. This resolution establishes two non-voting (associate) member positions for representatives from the Mt. Lebanon School District, designates alternative names for the advisory boards, designates members of the Mobility Board as eligible hearing officers, and establishes a subcommittee of the Resiliency Board related to Historic Preservation Act required responses.

Recommended Action: Move to adopt Resolution R-6-24.

AF 6. Consideration of an Agreement with Indoor Tennis.

Indoor Tennis for Mt. Lebanon has informed the Municipality that because of the current and changed circumstances necessary for the successful and continued operation of the Tennis Center, Indoor will not be continuing operations after the conclusion of this indoor tennis season. The Municipality will be assuming responsibility for operation of the Tennis Center on a year-round basis. The parties desire to enter into an agreement to transition Indoor’s responsibilities to the Municipality in an orderly fashion.

Recommended Action: Move to authorize the execution of an agreement with Indoor Tennis, subject to the approval of the Manager and the Solicitor of any minor and final language changes to the agreement.

JS 7. Consideration of Bids for the Annual Street Sweeping Program.

Three sealed bids were received on March 18, 2024 for Contractual Street Sweeping as follows:

Street Sweeping Program	2024
Ten Mile Paving, LLC	\$52,000 + \$480/response (30 Bus. Dist. Responses) \$66,400
Ike Construction Inc.	\$54,000 + \$480/response (30 Bus. Dist. Responses) \$68,400
Reilly Sweeping LLC	\$47,430 + \$22,320 / response (30 Bus. Dist. Responses) \$717,030
Three Complete Sweeps of Streets & Highways in the Municipality and 30 Business District Responses	

The bid was advertised in the Post-Gazette, posted on the municipal website and specifications were sent to eight contractors. \$69,200.00 has been appropriated in the 2024 operating budget. The Director of Public Works recommends the award of the 2024 street sweeping contract to the low bidder, Ten Mile Paving LLC.

Recommended Action: Move to award the 2024 Street Sweeping contract at a total cost of \$66,400.00 to Ten Mile Paving LLC. This contract provides for three complete sweeps and a maximum of 30 business district sweeps in 2024.

CG 8. Consideration of the Expenditure List for February totaling \$5,981,927.13.

Recommended Action: Move to approve the expenditure list for February totaling \$5,981.927.13.

SS 9. Departmental reports.

Recommended Action: Ask that the reports be received and filed.

ASW 10. Adjournment.

RESOLUTION NO. R-6-24
MT. LEBANON, PENNSYLVANIA

**A RESOLUTION DESIGNATING ALTERNATIVE NAMES FOR MUNICIPAL ADVISORY BOARDS AND
DESIGNATING NON-VOTING (“ASSOCIATE”) MEMBERSHIP POSITIONS**

WHEREAS, the Mt. Lebanon Commission adopted Ordinance No 3356 in February, 2023 to amend the administrative code to restructure advisory boards and authorities; and

WHEREAS, Ordinance No. 3356 grants the Commission the authority to change the name of advisory boards by resolution; and

WHEREAS, Ordinance No. 3356 grants the Commission the authority to establish non-voting (“Associate”) member positions by resolution; and

WHEREAS, Ordinance No. 3356 states that “Each board and authority shall adopt and be governed by the form set of bylaws promulgated by the Commission”; and

WHEREAS, on February 27, 2024 the Commission formally adopted a Policies and Procedures document to be the “form set of bylaws” referenced by Ordinance No. 3356; and

WHEREAS, the Policies and Procedures document grants the Commission the authority to establish standing subcommittees of each Advisory Board.

NOW THEREFORE BE IT RESOLVED that the Commission of Mt. Lebanon hereby establishes two (2) non-voting positions on each of the five advisory boards as listed in Ordinance No. 3356 for liaisons from Mt. Lebanon School District, including but not limited to School Board members, school district staff, or others associated with the District. The School District shall have the discretion to designate these members and will inform the Commission Liaison and Staff Liaison to the relevant boards; and

BE IT FURTHER RESOLVED that the Commission designates the term “Engagement Board” as an acceptable alternative to “Civic Engagement Advisory Board,” to used in any and all circumstances to mean the same entity; and

BE IT FURTHER RESOLVED that the Commission designates the term “Resiliency Board” as an acceptable alternative to “Community Sustainability and Economic Development Advisory Board,” to used in any and all circumstances to mean the same entity; and

BE IT FURTHER RESOLVED that the Commission designates the term “Mobility Board” as an acceptable alternative to “Mobility and Transportation Advisory Board,” to used in any and all circumstances to mean the same entity; and

BE IT FURTHER RESOLVED that the Commission designates the term “Parks and Rec Board” as an acceptable alternative to “Parks and Recreation Advisory Board,” to used in any and all circumstances to mean the same entity; and

BE IT FURTHER RESOLVED that the Commission designates the term “Finance Board” as an acceptable alternative to “Financial Management Advisory Board,” to used in any and all circumstances to mean the same entity.

BE IT FURTHER RESOLVED that the Commission hereby designates each member of the Mobility Board to be an eligible Hearing Officer responsible for the hearing of parking ticket appeals as established in Section 135.3.1.6 of Ordinance No. 3356.

BE IT FURTHER RESOLVED that the Commission establishes a standing subcommittee, or individual designee, of the Resiliency Board to be responsible for responses related to Section 106 of the National Historic Preservation Act Request for Comments.

Adopted by the Commission of Mt. Lebanon this 26th day of March, 2024.

ATTEST:

MT. LEBANON PENNSYLVANIA

Secretary/Manager

President of Commission