

MINUTES OF THE ADJOURNED MEETING OCTOBER 22, 2024 OF THE MT. LEBANON COMMISSION

The Commission of Mt. Lebanon, Pennsylvania, held an Adjourned Meeting at 8 P.M., on Tuesday, October 22, 2024. Commission President Swager Wilson called the meeting to order and led the Pledge of Allegiance to the Flag. Manager McGill called the roll. Present were Anne Swager Wilson, Steve Silverman, Jeff Siegler and Andrew Flynn. Craig Grella attended remotely. Also, present were Assistant Manager/Municipal Planner Ian McMeans, Finance Director McCreery, acting Fire Chief Daniels, Library Director Vittek, Recreation Director Donnellan, and Public Information Officer 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 a presentation on the proposed 2025 Fee Schedule. Information was received regarding possible repairs to the swimming pool floor. There was a presentation on stormwater capital projects. A summary of the expenditure on those stormwater projects will be posted on the website soon, as we do on an annual basis. Information was also received on the dashboard that is now available on the municipal website for items in the current comprehensive plan. Finally, there were updates from Commission liaisons on activities of Advisory Boards.

Manager McGill stated that prior to this meeting, the Commission met in executive session to receive legal advice from the solicitor on a variety of topics. The next regular meeting of the Commission will be held on Tuesday, November 12th at 8 pm in Commission Chambers. You can participate in the meetings in person and sign up there. To speak or remotely via Zoom and use the raise hand feature during citizen's comments or public hearings.

Mr. Grella said that he looked forward to seeing everyone at the Pumpkin Patch Parade this Saturday at 11 on Washington Road in Uptown. Kids can trick-or-treat at local businesses immediately after the parade. A reminder that Mt. Lebanon's official trick-or-treat is Halloween night from 6 to 8.

Mr. Grella announced that the 2025 Manager's Recommended Budget will be released to the public on Friday, November 1. It will be available online at mtlebanon.org and also available to view in the municipal building and public library. The budget workshops will be November 6, November 13, November 25 and December 4 at 6 p.m. in this building and on Zoom. Public hearings will be November 12 and December 10 at 8 p.m. in this room. The budget adoption is set for Tuesday, December 10 at 8 p.m. in this room. All Zoom links will be available on our website on the calendar at the bottom of the homepage and on each agenda. The public can comment during the public hearings but not at the workshops. We look forward to hearing from you as we embark on this important process.

Mr. Grella stated that the General Election is Tuesday, November 5 and polls are open from 7 a.m. to 8 p.m. To find your polling place go to mtlebanon.org/vote

Mr. Grella asked everyone to join us to honor our veterans on Monday, November 11 at 4 p.m. at the Veterans Memorial near the Recreation Center, off Cedar Boulevard. Keynote speaker will be Lt. Col. (retired) Ed Jackson from the United States Air Force.

Finally, Mr. Grella stated that October is National Community Planning Month. We'd like to send a shout out to our municipal planner, Ian McMeans, and our assistant planner, Greg Wharton, for the hard work they do with developers, residents and appointed and elected officials. Planners work to improve the well-being of all people living in our communities by leveraging professional expertise, data-driven insights and a long-term, comprehensive vision for the future. This approach leads to safer, more resilient, more equitable, and more prosperous communities.

JUNIOR COMMISSIONER CLARA SUN COMMENTS

Clara said that the last two weeks have been filled with so much energy and spirit. Leading up to the 19th, the high school celebrated their Spirit Week with a different theme on each day. The homecoming dance took place on the 19th with the theme of City of Stars. From October 23rd thru the 26th the evening theater company will put on a production in the fine arts theater. The pink out football game will be October 25th and will support breast cancer awareness. The student council has been selling pink merchandise in support as well. Proceeds will go to the St. Clair Center for breast cancer research. The bands in review concert will be on the 29th. There is currently a homeroom door decorating contest leading up to Halloween. There will be in service days November 4th and 5th. All eligible students are encouraged to vote on the 5th. The talent show auditions will be held on November 6th and 7th. Community Activities forms will be released during next month's Home Room Leadership Day. Students will be able to fill out which activities they are aware of are happening in the community, which ones they particularly enjoy and what they may like to see happen in Mt. Lebanon.

CITIZEN COMMENTS

There were no citizen comments.

**CONSIDERATION OF THE MINUTES FROM
THE REGULAR MEETING HELD OCTOBER 8, 2024**

Mr. Grella moved, and Mr. Siegler seconded to approve the minutes. The vote was called. The motion carried 5-0.

**PUBLIC HEARING AND CONSIDERATION ON AN ORDINANCE
AMENDING THE PURCHASING CODE**

The Municipal Administrative Code establishes and includes a Purchasing Code, which establishes a process and requirements for Municipal purchases and contracts.

The purchasing code is based in part on the Commonwealth's First Class Township Code. The proposed ordinance incorporates statutory changes to the purchasing rules in the Township Code, particularly with regard to utility type purchases and software purchases. The proposed ordinance also specifically provides a three quote process for purchases under the normal bid threshold.

Ms. Swager Wilson conducted the public hearing.

Mr. Grella asked Solicitor Weis to explain the section regarding exemptions for labor or services rendered by municipal officers and employees.

Solicitor Weis explained that the exemptions come from the First-Class Township Code, and when the municipality became home rule there was something in the charter that said the municipality would write its own purchasing code rather than follow the First-Class Township Code. The municipality basically follows this established code anyway but changed the limits. The exemption for municipal employees and officers just means you don't have to bid out your employees' hourly rates when you're doing work. An example would be for public works, we don't have to compare if it's less expensive for public works to do something or contract it out.

Mr. Seigler moved to enact Ordinance (Bill No. 3-24).

Ms. Swager Wilson closed the public hearing.

Mr. Grella seconded. The vote was called. The motion carried 5-0.

**CONSIDERATION OF A FINAL DEED OF TRANSFER AND
AGREEMENT WITH INDOOR TENNIS**

Indoor Tennis for Mt. Lebanon and the Municipality agreed to shift responsibility for operation of the Tennis Center on a year-round basis to the Municipality. The parties previously entered into a transition agreement, and now desire to execute a Deed of Transfer and Agreement to finalize the transition.

Mr. Silverman moved, and Mr. Flynn seconded to authorize the execution of a Deed of Transfer and Agreement with Indoor Tennis, subject to the approval of the Manager and the Solicitor of any minor and final language changes to the agreement. The vote was called. The motion carried 5-0.

**CONSIDERATION FOR RENEWAL OF MICROSOFT LICENSING AND CLOUD
SERVICES INCLUDING EMAIL AND FILE STORAGE**

The municipality's current licenses have expired and require renewal. These licenses cover all of our office and productivity packages including email services, shared web services, communications and cloud-based storage. The amount for the renewal of these licenses is \$51,966.90 and is within budget.

Mr. Flynn moved, and Mr. Silverman seconded to approve the renewal of Microsoft licensing and services in the amount of \$51,966.90. The vote was called. The motion carried 5-0.

**CONSIDERATION OF THE EXPENDITURE LIST FOR SEPTEMBER
TOTALING \$4,474,042.33**

Mr. Grella moved, and Mr. Seigler seconded to approve the expenditure list for September totaling \$4,474,042.33. The vote was called. The motion carried 5-0.

DEPARTMENTAL REPORTS

Mr. Siegler asked that the reports be received and filed.

ADJOURNMENT

The meeting was adjourned at 8:15 pm.