

TO: Mt. Lebanon Commission
FROM: Keith McGill, Municipal Manager
DATE: November 27, 2024
SUBJECT: Agenda –Regular Meeting – December 10, 2024 – 8 p.m. – Mt. Lebanon Municipal Bldg., 710 Washington Road, Commission Chambers – Meeting is Recorded
Zoom Link: <https://us02web.zoom.us/j/81012861142?pwd=76SntUI0YDsdAA65rxBBaOKkhjUH.1>

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 Clara Sun Comments (presentation of gift/last meeting).**
- ASW 3. **Citizens Comments / Online Comments.**
- CG 4. **Consideration of the minutes from the Adjourned Meeting held November 26, 2024.**
- Recommended Action:* Move to approve the minutes.
- JS 5. **Public hearing and consideration of Ordinance (Bill No. 5-24) concerning the Municipality’s 2025 Budget.**

The Commission held budget work sessions on November 6, November 13, and November 25. A public hearing was held November 12 to comment on the Manager’s 2025 recommended budget. A second public hearing is being held tonight to comment on the Manager’s 2025 recommended budget regarding any Commission revisions to the manager’s recommended budget. The amendments are displayed.

Amendments to the 2025 Manager's Recommended Budget

Funding Source

Department	Decision Unit	Item	Funding Source				
			General Fund	Special Revenue Funds	Capital Proj. Fund	Total Gov't Funds	Parking Fund
Initial Revenue Budgets			\$ 42,376,900	\$ 23,769,230	\$ 14,040,490	\$ 80,186,620	\$ 2,346,760
Revenue	Earned Income Tax	Increase in 2025 Estimates	400,000	-	-	400,000	-
Revenue	Real Estate Transfer Tax	Decrease in 2025 Estimates	(200,000)	-	-	(200,000)	-
Revenue	Tennis Center	Additional revenue	102,000	-	-	102,000	-
Revenue	Civic Activities	Block Party revenue	4,000	-	-	4,000	-
Revenue	Intergovernmental Revenue	2024 grant award	621,000	-	-	621,000	-
Revenue	Intergovernmental Revenue	Prior Year grant awards	-	-	795,680	795,680	-
Revenue	Charges for Service	Health Insurance decreased contribution	(820)	-	-	(820)	-
Revenue	Contributions	Prior Year contributions	190,810	-	61,870	252,680	-
Fund Balance	Use of Fund Balance	2024 Carryovers	1,192,490	-	-	1,192,490	-
Operating Transfers	Capital Projects Fund	Transfer from General Fund	-	-	515,650	515,650	-
Amended Revenue Budgets			\$ 44,686,380	\$ 23,769,230	\$ 15,413,690	\$ 83,869,300	\$ 2,346,760

Initial Expenditure Budgets

			\$ 42,376,900	\$ 23,769,230	\$ 14,040,490	\$ 80,186,620	\$ 2,010,600
2025 Budget Expenditure Amendments							
General Government	Public Information Office	CRB Programs	2,000	-	-	2,000	-
General Government	Public Information Office	Paid Summer Internship	4,700	-	-	4,700	-
General Government	Employment Benefits	Health Insurance decrease from 15% to 10.5%	(72,820)	-	-	(72,820)	-
Public Works	Street Maintenance	Expanded Brick Restoration	25,000	-	-	25,000	-
Public Works	Pedestrian Routes	Expanded Root Damaged Sidewalk Repair Program	25,000	-	-	25,000	-
Public Works	Traffic Calming	Scrubgrass Traffic Calming	112,500	-	-	112,500	-
Public Works	Traffic Planning	Mobility Improvements	30,000	-	-	30,000	-
Public Works	Parks Maintenance	Bottle Filler Fountain Conversions	18,000	-	-	18,000	-
Public Works	Parks Maintenance	Preventative Fence Maintenance	15,000	-	-	15,000	-
Public Works	Forestry	Street Tree Program Evaluation	90,000	-	-	90,000	-
Public Works	Forestry	Increased Forestry Service	30,000	-	-	30,000	-
Human Services	Library	E-Resources Appropriation	5,800	-	-	5,800	-
Human Services	Community Organizations	Mt. Lebanon Partnership-Increased Funding	10,000	-	-	10,000	-
Human Services	Community Organizations	Mt. Lebanon Historical Society - Increased Funding	2,500	-	-	2,500	-
Recreation	Seasonal Programs	Additional Teen center supplies	850	-	-	850	-
Recreation	Tennis Center	Full-time Racket Pro	109,410	-	-	109,410	-
Recreation	Tennis Center	Instructors and CC fees	12,000	-	-	12,000	-
Recreation	Ice Center	Two-Man Lift	16,000	-	-	16,000	-
Public Safety	Police Administration	Employee Retention-Gym Equipment	15,900	-	-	15,900	-
Public Safety	Police Support Services	Drone Program Equipment	24,310	-	-	24,310	-
Public Safety	Police Support Services	Taser Replacements	(15,000)	-	-	(15,000)	-
Public Safety	Police Traffic Services	Traffic Scales Replacement	10,790	-	-	10,790	-
Public Safety	MRTSA	Increase in Appropriation	298,920	-	-	298,920	-
Fund Balance	Fund Balance	Surplus to Fund Balance	175,320	-	-	175,320	-
Subtotal: Budget Amendments			926,180	-	-	926,180	-

Amendments to the 2025 Manager's Recommended Budget

Funding Source

Department	Decision Unit	Item	Funding Source				
			General Fund	Special Revenue Funds	Capital Proj. Fund	Total Gov't Funds	Parking Fund
2024 Carryovers to 2025 Budget							
Operating Expenditures							
General Government	General Management	Employee Recognition	10,000	-	-	10,000	-
General Government	Office Services	CSC Lobby Improvements	12,500	-	-	12,500	-
General Government	Public Information Office	Communication Promotions	7,500	-	-	7,500	-
Comm. Development	Economic Development	Facade Grant Program	25,000	-	-	25,000	-
Comm. Development	Economic Development	Active Transportation Plan	80,000	-	-	80,000	-
Comm. Development	Building Inspection	Municipality 5 Software Implementation	25,100	-	-	25,100	-
Comm. Development	Civic Activities	Holiday Decorations	23,300	-	-	23,300	-
Public Works	Ice & Snow Control	Snow Plow route analysis	48,000	-	-	48,000	-
Public Works	Ice & Snow Control	2024 Ford F-550 Small Dump Truck	63,220	-	-	63,220	-
Public Works	Refuse Collection	Recycling and Refuse Outreach/Education	15,930	-	-	15,930	-
Public Works	Refuse Collection	Glass Recycling	14,820	-	-	14,820	-
Public Works	Municipal Building	Building Mte and Security	35,000	-	-	35,000	-
Public Works	Public Works Building	Alarm monitoring system at PW bldg	17,500	-	-	17,500	-
Public Works	Parks Maintenance	Main Park Plan and Rec Center Arch Study	14,000	-	-	14,000	-
Human Services	Outreach	Outreach-MLPD Coordination	15,000	-	-	15,000	-
Human Services	Outreach	Outreach-Library Programming	1,630	-	-	1,630	-
Human Services	Outreach	Outreach-Community Programming	5,000	-	-	5,000	-
Recreation	Ice Center	Ice Rink Bleacher Railings	50,100	-	-	50,100	-
Recreation	Ice Center	Rebuild of Compressors #2&3	88,760	-	-	88,760	-
Recreation	Ice Center	Lobby Locker replacement	10,000	-	-	10,000	-
Recreation	Ice Center	Repairs to Compressor #1	33,580	-	-	33,580	-
Recreation	Community Center	Recreation Center Sidewalk Repairs	16,200	-	-	16,200	-
Recreation	Community Center	Digital Video Security System	17,000	-	-	17,000	-
Public Safety	Police Patrol Services	2024 Upfits	31,400	-	-	31,400	-
Public Safety	Animal Control	2025 Chevy Pickup Truck	43,010	-	-	43,010	-
Capital Expenditures							
Capital	Capital Improvements	Parkview/Bower Hill Signal Replacement	-	-	382,000	382,000	-
Capital	Capital Improvements	Washington Road CBD Push Buttons	-	-	612,600	612,600	-
Capital	Capital Improvements	New Sidewalk Installations	-	-	300,000	300,000	-
Capital	Capital Improvements	Municipal Building Rotunda	57,300	-	-	57,300	-
Capital	Capital Improvements	Tennis Center Elevator Repair	25,060	-	-	25,060	-
Capital	Capital Improvements	2024 Peterbilt Large Dump Truck	93,780	-	-	93,780	-
Capital	Capital Improvements	Street Furniture	27,400	-	-	27,400	-
Capital	Capital Improvements	Firing Range Improvements	97,610	-	-	97,610	-
Capital	Capital Improvements	Vibrant Uptown Phase II	-	-	78,600	78,600	-
Operating Transfers	Capital Projects Fund	Transfer to Capital Projects Fund	378,600	-	-	378,600	-
Subtotal: Carryovers			1,383,300	-	1,373,200	2,756,500	-
Amended Expenditure Budgets			\$ 44,686,380	\$ 23,769,230	\$ 15,413,690	\$ 83,869,300	\$ 2,010,600

Recommended Action: ASW 1. Conduct the public hearing.
 JS 2. Move to enact (Bill No. 5-24).

AF 6. Consideration of Ordinance (Bill No. 6-24) fixing the tax rate for the year 2025.

The municipality will be fixing its tax rate in accordance with the adopted budget. The tax rate for general purposes is currently 4.50 mills. The tax shall be fixed at the rate of 4.50 mills for the year 2025 and continue in force for each successive calendar year without annual reenactment unless the tax is subsequently changed.

The ordinance was introduced November 12, 2024, and the public hearing was held on November 26, 2024.

Recommended Action: Move to enact Ordinance (Bill No. 6-24).

SS 7. Consideration of Ordinance (Bill No. 4-24) amending the 2024 Budget for revenue and expenditures not anticipated in the 2024 Budget.

The following adjustments are proposed:

General Fund

Revenue:	Justification:	
Use of Fund Balance	Commission Authorization	\$177,210
Intergovernmental Finance Cooperative	Commission Authorization	64,000
Tennis Center Operational Changes	Commission Authorization	271,000
Insurance Proceeds – Ice Rink Chiller	Emergency Repairs	315,230
Investment Earnings	Actual Received	<u>50,000</u>
	Total	<u>\$877,440</u>

Expenditures:	Justification:	
Police Chief Vehicle	Purchase as opposed to lease	36,180
Intergovernmental Finance Cooperative	Commission Authorization	42,000
Tennis Center Operational Changes	Commission Authorization	315,480
Social Services Coordinator	Commission Authorization	25,620
Timbercreek Stairs	Commission Authorization	67,000
Rink-Ice Chiller	Emergency Repair	<u>391,160</u>
	Total	<u>\$877,440</u>

Recommended Action: Move to enact Ordinance (Bill No. 4-24).

CG 8. Consideration of Ordinance (Bill No. 7-24) establishing compensation for employees for 2025.

The ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2025. It also sets hours of work and overtime, longevity and fringe benefits.

The ordinance was introduced on November 26, 2024.

Recommended Action: Move to enact Ordinance (Bill No. 7-24).

JS 9. Consideration of Resolution No. R-20-24 designating a depository for the funds of Mt.

Lebanon for all primary banking activities.

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.

Recommended Action: Move to adopt Resolution No. R-20-24.

AF 10. **Consideration of Resolution No. [R-21-24](#) designating a depository for the funds of Mt. Lebanon.**

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.

Recommended Action: Move to adopt Resolution No. R-21-24.

SS 11. **Consideration of Resolution No. [R-22-24](#) establishing employee contributions to the pension plans for 2025.**

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 2025 to the Mt. Lebanon Police, Fire and General Pension Plans are hereby established as follows:

Police:

4.5% of total eligible compensation

Fire:

Hired prior to August 28, 2011	4.5% of total compensation
Hired after August 28, 2011	4.5% of base salary and longevity

General Employees:

Hired prior to January 1, 2012	4.5% of total compensation
Hired after January 1, 2012	4.5% of base salary and longevity

Recommended Action: Move to adopt Resolution No. R-22-24.

CG 12. **Consideration of Resolution No. [R-23-24](#) adopting the Capital Improvement Program (CIP) for 2025-2029.**

As required by the Charter, the Capital Improvement Program (CIP) for 2025-2029 was submitted to the Commission on August 1, 2024. Copies of the document were placed at the library, municipal building and website. A public hearing was held October 8, 2024.

Recommended Action: Move to adopt Resolution No. R-23-24.

JS 13. Consideration of Resolution No. R-24-24 adopting the Comprehensive Fee Schedule.

The Commission has reviewed and is now approving the proposed 2025 Comprehensive Fee Schedule for municipal operations and activities.

Recommended Action: Move to adopt Resolution No. R-24-24.

AF 14. Consideration and Adoption of Resolution No. R-25-24 for a grant application to the Allegheny County Sanitary Authority (ALCOSAN) Green Revitalization of Our Waterways (GROW) Program.

Application for an Allegheny County Sanitary Authority Green Revitalization of Our Waterways Program grant has been prepared for the following reimbursement project:

Hope Hollow (C4800-MB-L-07) Reimbursement - The reimbursement request for the completed project which included manhole to manhole lining of approximately 6,200 feet of 8” sewer lines, replacement of 500 feet of sewer lines, and rerouting of the stream channel to reduce potential for stream infiltration.

The GROW grant program will reimburse the Municipality for eligible design and construction costs, as determined by ALCOSAN. If awarded, the Municipality can expect a reimbursement of 15% to 85% of the total eligible design & construction costs.

The repairs contribute to the required corrective actions of the current Consent Order as they are located in a tributary to the SSOs.

The grant requires a commitment from the Municipality and adoption of a standard resolution.

Recommended Action: Move to adopt Resolution No. R-25-24.

SS 15. Consideration of an Appointment to the Library Board.

The Library Board has an opening to fill after an unexpired term became available. We would like to thank Monica Ruane Rogers for her service,

Recommended Action: **Move to appoint:**

Name	Address	Board	Term
Peter Halesey	614 Briarwood Avenue	Library	3/31/25

CG 16. Consideration of a reappointment to the Hospital Authority Board.

Jaime Lebo’s term on the Hospital Authority expires December 31, 2024. Ms Lebo is eligible for a second term and has expressed an interest in continuing to serve on the Board.

Recommended Action: Move to reappoint _____ of _____ to a term effective January 1, 2025 and ending December 31, 2029.

JS 17. Consideration for the Rejection of the Mt. Lebanon Pool Filtration System Bid.

Bids were received on December 3, 2024, for the Mt. Lebanon Pool Filtration System project. The project involves the replacement of the existing pool filtration system.

Only one bid was received from Shiloh Industrial Contractors. for the following items:

Shiloh Industrial Contractors. Base Bid: \$ \$1,652, 870
Add Alternate: \$42,700

Because only one bid was received, and it exceeded the budgeted amount and the engineer's opinion of cost which is \$786,000, it is recommended that the bid be rejected.

Recommended Action: Move to reject the bid.

AF 18. Consideration for the expenditure list for November totaling \$7,012,072.02.

Recommended Action: Move to approve the expenditure list for November totaling \$

ASW 19. Adjournment.

Bill No.: 4-24
Introduced: November 12, 2024
By Commissioner: Silverman

Enacted: _____

**MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3368**

**AN ORDINANCE OF MT. LEBANON, PENNSYLVANIA
AMENDING THE 2024 BUDGET FOR REVENUE AND
EXPENDITURES NOT ANTICIPATED IN THE 2024
BUDGET**

WHEREAS, the Municipality has received, encumbered or committed appropriations for the General, Capital Projects and Parking Funds that were not anticipated in the 2024 budget, and;

WHEREAS, the General Fund budget amendment will decrease the fund reserve.

NOW THEREFORE, the Commission of Mt. Lebanon, Pennsylvania, hereby ordains:

Section 1. The 2024 Budget is amended as follows:

General Fund

Revenue:	-	Justification:	
Use of Fund Balance		Commission Authorization	\$177,210
Intergovernmental Finance Cooperative		Commission Authorization	64,000
Tennis Center Operational Changes		Commission Authorization	271,000
Insurance Proceeds - Ice Rink Chiller		Emergency Repairs	315,230
Investment Earnings		Actual Received	50,000
		Total	<u>\$877,440</u>

Expenditures:	-	Justification:	
Police Chief Vehicle		Purchase as opposed to lease	36,180
Intergovernmental Finance Cooperative		Commission Authorization	42,000
Tennis Center Operational Changes		Commission Authorization	315,480
Social Services Coordinator		Commission Authorization	25,620
Timbercreek Stairs		Commission Authorization	67,000
Rink-Ice Chiller		Emergency Repairs	391,160
		Total	<u>877,440</u>

Section 2. All ordinances or parts of ordinances conflicting with the terms of this ordinance are hereby repealed to the extent of such conflict.

ORDAINED AND ENACTED into an ordinance and passed by the Commission of Mt. Lebanon, Pennsylvania on the 26th day of November, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Manager/Secretary

President, Mt. Lebanon Commission

Bill No.: 5-24

Introduced: November 12, 2024
By Commissioner: Flynn
Enacted: _____

**MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3369**

**AN ORDINANCE OF MT. LEBANON, PENNSYLVANIA
ADOPTING THE MUNICIPALITY’S BUDGET FOR 2025**

WHEREAS, the Manager has submitted his 2025 proposed budget and budget message to the Commission on or before November 1, 2024; and,

WHEREAS, the Manager’s 2025 proposed budget has been on public display; and,

WHEREAS, a public hearing on the Manager’s 2025 proposed budget has been held by the Commission, and a second public hearing has been held on Commission revisions to the Manager’s 2025 proposed budget; and,

WHEREAS, the Commission is prepared to adopt the Manager’s 2025 proposed budget, as revised by the Commission.

NOW, THEREFORE, Mt. Lebanon, Pennsylvania hereby ordains as follows:

1. The Manager’s proposed budget for 2025, as revised by the Commission, is hereby adopted in the form attached hereto as Exhibit A.

ORDAINED AND ENACTED into an Ordinance and passed by the Commission of Mt. Lebanon, Pennsylvania on this 10th day of December 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary

President of the Commission

Ordinance (Bill No. 5-24)

Bill No.: 6-24
Introduced: November 12, 2024

By Commissioner: Grella
Enacted: _____

**MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3370**

**AN ORDINANCE OF MT. LEBANON, PENNSYLVANIA, COUNTY
OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA,
FIXING THE TAX RATE FOR THE YEAR 2025**

WHEREAS, the Municipality desires to reaffirm its tax rate in accordance with its adopted budget.

NOW THEREFORE, Mt. Lebanon, Pennsylvania hereby ordains:

Section 1. That a tax be, and the same is, hereby levied on all real property within Mt. Lebanon subject to taxation for the fiscal year 2025 as follows:

Tax rate for general purposes, the sum of 4.5 mills on each dollar of assessed valuation, or the sum of \$0.45 dollars and cents on each one hundred dollars of assessed valuation.

Section 2. The tax levied under Section 1 hereof shall continue in force for each successive calendar year, without annual reenactment, as if levied for each succeeding calendar year, unless the rate of the tax is subsequently changed.

Section 3. All other Municipal tax rates remain unchanged.

Section 4. That any ordinance, or part of ordinances, conflicting with this ordinance be, and the same is, hereby repealed insofar as the same affects the ordinance.

ORDAINED AND ENACTED into an Ordinance and passed by the Commission of Mt. Lebanon, Pennsylvania on this 26th day of November, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Manager/Secretary

President
Mt. Lebanon Commission

Ordinance (Bill No. 6-24) Tax

Bill No.: 7-24
Introduced: November 26, 2024
By Commissioner: Siegler

Enacted: _____

**MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3371**

**AN ORDINANCE ESTABLISHING THE COMPENSATION OF EMPLOYEES OF THE
MUNICIPALITY OF MT. LEBANON, PENNSYLVANIA FOR FISCAL YEAR 2025.**

MT. LEBANON, PENNSYLVANIA, HEREBY ORDAINS that the wages, hours, fringe benefits, and categories of employment for the municipal government shall be as follows:

1. **Classification:** Each employee of the municipal government shall be assigned to a classification for purposes of compensation. Classifications shall be grouped into the following classes of employment:

Managerial: the manager, assistant manager, and the heads of departments.

Administrative/Supervisory: those non-department head positions involved in the administration and supervision of municipal operations, including staff office chiefs.

Support (Technical/Clerical): those non-supervisory positions providing administrative, clerical, or technical support to operating functions.

Library: Director, Associate Directors and staff.

Craft/Maintenance: those non-represented positions paid at an hourly rate for performing construction and maintenance functions.

Public Works -- Contract: those represented positions paid at an hourly rate for construction and maintenance functions.

Contract Police: the positions of police lieutenant, corporal and police officer.

Contract Fire: the position of deputy chief and lieutenant.

2. **Hours:** The hours of work for various classes of employment shall be as follows:

Technical/Clerical	40 hours per week
Library	40 hours per week
Craft/Maintenance	40 hours per week
Public Works – Contract	40 hours per week
Contract Police	40 hours per week
Contract Fire	Per CBA and 24-hour shift MOU

Managerial and administrative/supervisory employees shall work those hours required for the completion of the duties of the positions.

3. **Wages:**

Section A. The wages of municipal employees shall be according to the following pay grade schedule and shall be set, within the parameters of this schedule and existing labor agreements, by the Manager. The Manager

may, with the approval of the Commission, deviate from salary ranges established by this ordinance when circumstances regarding position responsibility and authority justify such action.

	Minimum	Control	Maximum
Grade	80%	Point	110%
1	31,960	39,950	43,950
2	35,160	43,950	48,350
3	38,620	48,270	53,100
4	42,480	53,090	58,400
5	46,690	58,360	64,200
6	51,390	64,230	70,660
7	56,560	70,700	77,770
8	62,190	77,730	85,510
9	68,390	85,480	94,030
10	75,250	94,060	103,470
11	82,760	103,440	113,790
12	91,020	113,770	125,150
13	100,120	125,150	137,670
14	110,170	137,710	151,490
15	121,160	151,450	166,600
16	133,270	166,580	183,240
17	146,620	183,270	201,600

Grade	Title	No. of Positions
16	Manager	1
14	Assistant Manager/Planner	1
14	Director of Public Works	1
14	Director of Recreation	1
14	Director of Finance	1
13	Information Technology Manager	1
12	Public Information Officer	1
12	Public Works Superintendent	1
12	Assistant Recreation Director	1
12	Library Director	1
11	Human Resources Manager	1
11	Chief Inspector	1
10	Associate Director for Public Services (Library)	1
10	Assistant Recreation Facilities Manager	1
10	Facilities and Parks Coordinator	1
10	Commercial Districts Manager	1
10	Recreation Program Manager	1
10	Associate Director of Information Technology (Library)	1
9	Golf Course Manager	1
9	Building Inspector	1

Grade	Title	No. of Positions
9	Tennis/Racket Center Manager	1
9	Social Services Coordinator	1
8	GIS Coordinator	1
8	Treasury Manager	1
8	Network Administrator	1
8	Golf Course Superintendent	1
8	Assistant Director of Finance	1
8	Assistant Public Information Officer	1
8	Urban Planning and Sustainability Coordinator	1
8	Parking Enforcement Supervisor	1
7	Tennis/Racket Center Maintenance Superintendent	1
6	School Crossing Guard Supervisor	1
6	Recreation Building Superintendent	1
6	Senior Animal Control Officer	1
6	Building Inspector/Code Compliance Officer	1
5	Administrative Assistant to the Manager	1
5	Payroll & Benefits Administrator	1
5	Code Enforcement Officer	1
5	IT Support Specialist	1
5	Assistant Recreation Program Manager	1
5	Accounts Payable Administrator	1
5	Recreation Facilities Assistant	1
5	Animal Control Officer	5
4	IT Support Coordinator	1
4	Recreation Assistant Building Superintendent Circulation Manager	1
4	Assistant Golf Course Superintendent	1
3	Recreation Center Maintenance Person	1
3	Administrative Assistant	8
3	Account Clerk	2
3	Senior Library Assistant	1
3	Lead Police Records Clerk	1
3	Police Records Clerk	1
2	Parking Enforcement/Meter Collection	2
2	Library Assistant	1

Section B. The wages of municipal employees in Police, Fire, and Public Works, who are in a supervisory capacity or have additional responsibilities with respect to employees in a bargaining unit shall have their wages set between 5-10% above the highest contract rate or subordinate, by the Manager.

<u>Title</u>	<u>No. of Positions</u>
Fire Chief	1
Police Chief	1
Asst. Fire Chief	1
Deputy Police Chief	2
Foreman I	3
Mechanic	1
Parking Foreman	1
Facilities Maintenance Supervisor	2
Electrician	1
Chief Mechanic	1

Section C. The wages of municipal employees shall be set within the parameters of existing labor agreements by the Manager. Number of positions covered by agreement

C.1 Public Works – Contract
(16 covered positions)

Position (Hourly)	Step A 0-12 mos.	Step B 12-24 mos.	Step C 24-36 mos.	Step D > 36 mos.
Maintenance person I	32.57	36.04	39.95	43.41
Maintenance person II	30.49	33.74	37.40	40.65
Traffic Control Technician	30.49	33.74	37.40	40.65
Crew Leader	30.49	33.74	37.40	40.65
Laborer	26.40	29.20	32.38	35.19
Custodial Crew Leader	29.28	32.39	35.90	39.02
Forestry Crew Leader	30.49	33.74	37.40	40.65
Forester	26.40	29.20	32.38	35.19

C.2 Contract Police

(43 covered positions)

Position (Bi-Weekly)	Bi-Weekly
Police Officer Recruit (Hire to academy completion)	\$2,358
Police Officer I (Academy completion to 12 mos.)	\$2,999
Police Officer II	\$3,214
Police Officer III	\$3,427
Police Officer IV	\$3,856
Police Officer V	\$4,070
Police Officer VI	\$4,287
Police Corporal	\$4,417
Police Lieutenant I	\$4,632
Police Lieutenant II	\$4,774

C.3 Contract Fire

(16 covered positions)

Position (Bi-Weekly)	Step A (Prob.)	Step B after 12 mos.	Step C after 24 mos.	Step D after 36 mos.	Step E after 48 mos.	Step F after 60 mos.
Deputy Chief	4,463	4,591	n/a	n/a	n/a	n/a
Lieutenant	3,098	3,304	3,510	3,719	3,926	4,130

4. **Overtime:** All municipal employees, other than managerial, administrative/supervisory shall be eligible for overtime compensation in accordance with applicable prevailing labor agreements or the personnel ordinance.
5. **Longevity Pay:** Municipal employees shall be eligible to receive longevity pay at the rate of \$45 per completed year of service for employees hired prior to 1/1/15 (unless superseded by contract).
6. **Fringe Benefits:** In addition to the above, municipal employees shall be eligible to receive fringe benefits in accordance with applicable prevailing labor agreements including: vacation, sick leave, paid holidays, group term life and disability insurance, pension, medical insurance, uniform allowance, educational incentive, and shift differential.

ORDAINED AND ENACTED into an ordinance and passed by the Commission of Mt. Lebanon, Pennsylvania on this 10th day of December 2024.

ATTEST:

MT. LEBANON PENNSYLVANIA

Secretary/Manager

President of Commission

MT. LEBANON, PENNSYLVANIA

RESOLUTION R-20-24

BE IT RESOLVED that First National Bank be and hereby is designated as depository for the funds of Mt. Lebanon, Pennsylvania and is authorized to accept for deposit in accounts in the name of:

- Mt. Lebanon General Fund
- Mt. Lebanon Voucher Account
- Mt. Lebanon Payroll Account
- Mt. Lebanon Education Service Agency
- Mt. Lebanon Sewage Fund Account
- Mt. Lebanon Parking Fund
- Mt. Lebanon Credit Card Account
- Mt. Lebanon Capital Projects Fund
- Mt. Lebanon Storm Water Fund
- Mt. Lebanon Utilities Account
- Mt. Lebanon General Fund – My Lebo
- Mt. Lebanon Real Estate Collections Account

subject to clearance on collection, monies, checks, drafts, notes, bills of exchange, acceptance of other orders for payment of money which may at any time come into its possession, with or without endorsement thereof by Mt. Lebanon, payment thereof to the depository being hereby guaranteed.

BE IT FURTHER RESOLVED that First National Bank is hereby authorized and directed to honor and pay, and to charge to the accounts of Mt. Lebanon, all transfers among and between these accounts and any other accounts held by First National Bank *or any other bank* in the name of Mt. Lebanon, Pennsylvania and signed on behalf of Mt. Lebanon, by the Manager of Mt. Lebanon, or such other employee of Mt. Lebanon that the Manager may from time to time designate. Transfers to accounts at banks other than First National Bank would be limited to investment purchases and debt service payments.

BE IT FURTHER RESOLVED that all previous designations of depository for the above cited funds are hereby revoked and the Manager or Acting Manager is authorized and directed to enter into the agreement securing public deposits pursuant to Pennsylvania Act No. 72 and take such actions as may be necessary to completing the transactions of business and effecting such revocation.

ADOPTED this 10th day of December 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission

BE IT RESOLVED that WesBanco Bank, Inc. be and hereby is designated as depository for the funds of Mt. Lebanon, Pennsylvania and is authorized to accept for deposit in accounts in the name of:

Mt. Lebanon Treasurer Account
Mt. Lebanon Petty Cash
Mt. Lebanon Public Library

subject to clearance on collection, monies, checks, drafts, notes, bills of exchange, acceptance of other orders for payment of money which may at any time come into its possession, with or without endorsement thereof by Mt. Lebanon, payment thereof to the depository being hereby guaranteed.

BE IT FURTHER RESOLVED that WesBanco Bank, Inc. is hereby authorized and directed to honor and pay, and to charge to the accounts of Mt. Lebanon, all transfers among and between these accounts and any other accounts held by WesBanco Bank, Inc. *or any other bank* in the name of Mt. Lebanon, Pennsylvania and signed on behalf of Mt. Lebanon, by the Manager of Mt. Lebanon, or such other employee of Mt. Lebanon that the Manager may from time to time designate. Transfers to accounts at banks other than WesBanco Bank, Inc. would be limited to investment purchases and debt service payments.

BE IT FURTHER RESOLVED that all previous designations of depository for the above cited funds are hereby revoked and the Manager or Acting Manager is authorized and directed to enter into the agreement securing public deposits pursuant to Pennsylvania Act No. 72 and take such actions as may be necessary to completing the transactions of business and effecting such revocation.

ADOPTED this 10th day of December, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission

**MT. LEBANON, PENNSYLVANIA
RESOLUTION R-22-24**

WHEREAS, the Mt. Lebanon Police, Fire and General Pension Plans provide for contributions to the pension plans under certain circumstances; and

WHEREAS, the plans also provide for the employee contributions to be determined based upon the annual financial requirements of the plans calculated under the state formula; and

WHEREAS, the calculation of the annual financial requirement for 2025 requires that employee contributions be made under the provisions of the plans and collective bargaining agreements.

NOW THEREFORE BE IT RESOLVED by the Commission of Mt. Lebanon that the employee contributions for 2025 to the Mt. Lebanon Police, Fire and General Pension Plans are hereby established as follows:

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

ADOPTED this 10th day of December, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission

**MT. LEBANON, PENNSYLVANIA
RESOLUTION R-23-24**

A RESOLUTION OF THE MUNICIPALITY OF MT. LEBANON, A HOME RULE MUNICIPALITY, COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE 2025-2029 CAPITAL IMPROVEMENT PROGRAM.

WHEREAS, the Mt. Lebanon Commission adopted Resolution R-17-23 approving the 2024-2028 Capital Improvement Program on December 12, 2023; and,

WHEREAS, Section 143 of the Administrative Code of the Municipality of Mt. Lebanon provides that the Municipal Manager shall prepare and submit annually to the Mt. Lebanon Commission a five (5) year capital program at least three (3) months prior to the final date for submission of the budget; and,

WHEREAS, the Municipal Manager submitted the 2025-2029 Capital Improvement Program to the Mt. Lebanon Commission on August 1, 2024; and,

WHEREAS, a public hearing was conducted on the 2025-2029 Capital Improvement Program on October 8, 2024; and,

WHEREAS, the Mt. Lebanon Commission now desires to adopt a revised Capital Improvement Program as recommended by the Municipal Manager.

NOW THEREFORE BE IT RESOLVED by the Commission of Mt. Lebanon, Pennsylvania as follows:

THAT, the 2025-2029 Capital Improvement Program which amends and modifies the 2024-2028 Capital Improvement Program is hereby adopted; and,

THAT, the summary of the adopted document is attached to this Resolution identified as Appendix A; and,

THAT, adoption of the 2025-2029 Capital Improvement Program in accordance with the Administrative Code of the Municipality does not imply that the Mt. Lebanon Commission hereby approves any specific project or program contained therein for implementation, unless or until funds for such project or program are appropriated by ordinance in accordance with the Code of the Municipality.

ADOPTED this 10th day of December, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission

**MT. LEBANON, PENNSYLVANIA
RESOLUTION R-24-24**

WHEREAS, the Commission has previously discussed and reviewed the proposed 2025 Comprehensive Fee Schedule for municipal operations and activities.

WHEREAS, the Mt. Lebanon Commission hereby authorizes departments to collect fees for costs incurred during completion of services.

WHEREAS, the Mt. Lebanon Commission hereby authorizes the Manager to amend fees throughout the year.

WHEREAS, the Mt. Lebanon Commission hereby authorizes the fire department to collect fees for costs incurred during operations at non-fire incidents. Non-fire incidents shall include but not be limited to vehicle accidents, physical rescues, hazardous materials incidents, utility (electric, natural gas, water) incidents and stand-by requests.

The fees for items listed shall be collected for the listed fire department services and supplies. Remittance shall be due and payable by the responsible party immediately upon receipt of an invoice.

NOW THEREFORE BE IT RESOLVED by the Commission of Mt. Lebanon that the attached Comprehensive Fee Schedule for 2025 is approved.

ADOPTED this 10th day of December, 2024.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission

AUTHORIZED OFFICIAL RESOLUTION
RESOLUTION NO. R-25-24

Be it RESOLVED, that the Municipality of Mt. Lebanon of Allegheny County, Commonwealth of Pennsylvania, is seeking grant funding under the Allegheny County Sanitary Authority (“ALCOSAN”) Green Revitalization of Our Waterways (GROW) Program to fund a project that proposes to reduce the sewer overflow at the ALCOSAN point of connection C-48 sewershed.

Be it FURTHER RESOLVED, the Municipality of Mt. Lebanon requests a GROW Program grant from ALCOSAN to be used to reimburse the completed Hope Hollow (C4800-MB-L-07) Reimbursement project, and

Be it FURTHER RESOLVED, the Municipality of Mt. Lebanon does hereby designate Keith McGill, Manager, and Andrew McCreery, Finance Director, as the official(s) to execute all documents and agreements between the Municipality of Mt. Lebanon and ALCOSAN to facilitate and assist in obtaining the requested grant; and

Be it FURTHER RESOLVED, Municipality of Mt. Lebanon has completed the project at a total cost of \$362,000 for the project.

I, Keith McGill, duly qualified Manager of the Municipality of Mt. Lebanon, Allegheny County PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Commission at a regular meeting held December 10, 2024 and said Resolution has been recorded in the Minutes of the Municipality of Mt. Lebanon remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Municipality of Mt. Lebanon, this day of December 10, 2024.

Municipality of Mt. Lebanon
Name of Applicant

ATTEST:

MT. LEBANON, PENNSYLVANIA

Secretary/Manager

President
Mt. Lebanon Commission