

TO: Mt. Lebanon Commission

FROM: Keith McGill, Municipal Manager

DATE: November 14, 2025

SUBJECT: Agenda –Adjourned Meeting – November 25, 2025 – 8 p.m. – Mt. Lebanon Municipal Bldg., 710 Washington Road, Commission Chambers – Meeting is Recorded

Zoom Link: <https://us02web.zoom.us/j/83292392309?pwd=G48PUYfjFgLNJ026Pcx6c2KHaYlq2Z.1>

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

CG 1. Commission / Manager’s announcements:

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

CG 2. Junior Commissioner Paige Jox Comments.

CG 3. Citizens Comments / Online Comments.

ASW 4. Consideration of the minutes from the Regular Meeting held November 11, 2025.

Recommended Action: Move to approve the minutes.

AF 5. Public Hearing on Ordinance ([Bill No. 6-25](#)) fixing the tax rate for the year 2026.

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 2026 and continue in force for each successive calendar year without annual reenactment unless the tax is subsequently changed.

Recommended Action: **CG 1.** Conduct the public hearing.

SS 6. Introduction of Ordinance ([Bill No. 7-25](#)) establishing compensation for employees for 2026.

The ordinance establishes the pay rates and levels for employees, including those covered by collective bargaining for 2026. It also sets hours of work and overtime, longevity and fringe benefits.

Recommended Action: Introduce Ordinance (Bill No. 7-25).

JS 7. Consideration of Resolution [No. R-17-25](#) authorizing the submission of a grant application to the Commonwealth Financing Authority’s Statewide Local Share Account.

The municipality, for the benefit of its citizens, wishes to submit a grant application to the Commonwealth Financing Authority’s (CFA) Local Share Account (LSA), which provides support projects in the public interest within the Commonwealth of Pennsylvania.

The Municipality is requesting \$1,000,000 in funds for the Mt. Lebanon South Garage Demolition project, which is situated at 705 Florida Ave. This specific project aims to demolish the existing parking structure, although the overall project aims to reconstruct a new parking structure which could potentially include a mixed-use development atop of the structure.

There is no required municipal match required for this grant application.

Recommended Action: Move to adopt Resolution N. R-17-25.

ASW 8. Consideration of the Expenditure List for October totaling \$4,527,530.44.

Recommended Action: Move to approve the expenditure list for October totaling \$4,527,530.44.

AF 9. Departmental reports.

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

CG 10. Adjournment.

Bill No.: 6-25
Introduced: November 11, 2025
By Commissioner: Siegler
Enacted: _____

MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3377

**AN ORDINANCE OF MT. LEBANON, PENNSYLVANIA, COUNTY
OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA,
FIXING THE TAX RATE FOR THE YEAR 2026**

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 2026 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 9th day of December, 2025.

ATTEST:

MT. LEBANON, PENNSYLVANIA

Manager/Secretary

President
Mt. Lebanon Commission

Ordinance (Bill No. 6-25) Tax

Bill No. 7-25

Introduced November 25, 2025

By Commissioner Silverman

Enacted _____

**MT. LEBANON, PENNSYLVANIA
ORDINANCE NO. 3378**

**AN ORDINANCE ESTABLISHING THE COMPENSATION OF EMPLOYEES OF THE
MUNICIPALITY OF MT. LEBANON, PENNSYLVANIA FOR FISCAL YEAR 2026.**

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	33,600	41,990	46,190
2	36,960	46,200	50,820
3	40,600	50,740	55,820
4	44,640	55,800	61,380
5	49,080	61,340	67,480
6	54,010	67,510	74,270
7	59,450	74,310	81,750
8	65,360	81,700	89,870
9	71,880	89,850	98,840
10	79,100	98,870	108,760
11	86,980	108,720	119,600
12	95,670	119,580	131,540
13	105,240	131,540	144,700
14	115,800	144,740	159,220
15	127,350	159,180	175,100
16	140,080	175,090	192,600
17	154,110	192,630	211,900

16	Manager	1
15	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
10	Building Inspector	1
10	Assistant IT Manager/Network Administrator	1
9	Assistant Director of Finance	1
9	Treasury Manager	1
9	Golf Course Manager	1

9	Racket Center Manager	1
9	Social Services Coordinator	1
8	Head Tennis Professional	1
8	GIS Coordinator	1
8	Golf Course Superintendent	1
8	Assistant Public Information Officer	1
8	Urban Planning and Sustainability Coordinator	1
8	Parking Enforcement Supervisor	1
8	Accounting Manager	0
7	Staff Accountant	1
7	Racket Center Maintenance Superintendent	1
7	Librarian	5
7	Building Inspector/Code Compliance Officer	1
7	Recreation Building Superintendent	1
6	Senior Animal Control Officer	1
6	School Crossing Guard Supervisor	1
6	Administrative Assistant to the Manager	1
6	Payroll & Benefits Administrator	1
6	Code Enforcement Officer	1
6	IT Support Specialist	1
6	Assistant Recreation Program Manager	1
6	Custodian Supervisor	1
5	Animal Control Officer	5
5	IT Support Coordinator	1
5	Recreation Facilities Assistant	1
5	Recreation Assistant Building Superintendent	1
5	Circulation Manager	1
5	Assistant Golf Course Superintendent	1
4	Administrative Assistant	8
4	Account Clerk	2
4	Parking Operations and Collections Manager	1
4	Senior Library Assistant	2
4	Lead Police Records Clerk	1
4	Police Records Clerk	1
3	Recreation Center Maintenance Person	1
2	Parking Enforcement Officer	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

<u>Title</u>	<u>No. of Positions</u>
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	33.40	36.96	40.96	44.51
Maintenance person II	31.26	34.60	38.35	41.68
Traffic Control Technician	31.26	34.60	38.35	41.68
Crew Leader	31.26	34.60	38.35	41.68
Laborer	27.07	29.94	33.20	36.08
Custodial Crew Leader	30.02	33.21	36.81	40.01
Forestry Crew Leader	31.26	34.60	38.35	41.68
Forester	27.07	29.94	33.20	36.08

C.2 Contract Police

(43 covered positions)

Position (Bi-Weekly)	Bi-Weekly
Police Officer Recruit (Hire to academy completion)	\$2,488
Police Officer I (Academy completion to 12 mos.)	\$3,164
Police Officer II	\$3,391
Police Officer III	\$3,615
Police Officer IV	\$4,068
Police Officer V	\$4,294
Police Officer VI	\$4,523
Police Sergeant	\$4,660
Police Lieutenant I	\$4,887
Police Lieutenant II	\$5,037

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	4,576	4,708	n/a	n/a	n/a	n/a
Lieutenant	3,177	3,388	3,599	3,813	4,026	4,235

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 ____ day of _____ 2025.

MT. LEBANON, PENNSYLVANIA

By _____
President
Mt. Lebanon Commission

ATTEST:

Manager/Secretary

RESOLUTION NO. R-17-25

MT. LEBANON, PENNSYLVANIA

**RESOLUTION OF THE MUNICIPALITY OF MT. LEBANON AUTHORIZING THE FILING
OF AN APPLICATION FOR FUNDS FROM THE COMMONWEALTH FINANCING
AUTHORITY'S STATEWIDE LOCAL SHARE ACCOUNT.**

The purpose of the resolution is to have on record a statement confirming that the applicant has formally requested a grant, has designated an official to perform the required duties between the applicant and the Commonwealth Financing Authority ("CFA"), has authorized the execution and delivery of any and all agreements between the applicant and the CFA, and has assured, where applicable, the provision of local matching funds. In addition, the applicant will comply with all other provisions of the application.

WHEREAS, the Municipality of Mt. Lebanon is desirous of obtaining funds from the CFA in the amount of \$1,000,000.00;

NOW THEREFORE, BE IT RESOLVED, that the Municipality of Mt. Lebanon does hereby formally request a grant from the CFA for the Mt. Lebanon South Garage Demolition project.

BE IT FURTHER RESOLVED, that the Municipality of Mt. Lebanon does hereby designate Keith McGill ("Authorized Official") and Ian McMeans ("Authorized Official") as the officials to file all applications, documents, and forms between the Municipality of Mt. Lebanon and the CFA.

BE IT FURTHER RESOLVED, that the Applicant is hereby authorized to enter into the Grant Contract between the applicant and CFA (the "Grant Contract") and any and all documents relating to the Grant Contract as may be required or necessary (said Grant Contract and other documents are collectively referred to as the "Grant Documents").

BE IT FURTHER RESOLVED, that the execution and delivery of the Grant Documents as well as all other agreements, writings and documents (and all changes, modifications and additions thereto) executed and delivered in connection with the transactions contemplated thereby be and hereby are approved and ratified and that the Authorized Official be and hereby is authorized to execute and deliver such documents.

BE IT FURTHER RESOLVED, that the Municipality of Mt. Lebanon assures, where applicable, the provision of the full local share of the project costs.

Adopted by the Commission of Mt. Lebanon this 25th day of November 2025

ATTEST:

MT. LEBANON PENNSYLVANIA

Secretary/Manager

President of Commission