

Borough of Munhall – Council Meeting Minutes - Wednesday, March 18, 2015

- I. Call to Order – The meeting was called to order at 7:07 pm by Council President Dan Lloyd
- II. Pledge of Allegiance was led by Robert Biscey
 - a. Councilman Shields noted that Mayor Bodnar was recovering from his surgery and doing well.
- III. Preliminary Announcements – None
- IV. Roll Call - Secretary Becki Wirth took attendance of Council members – All present but Councilman Votedian who is out of town.

Persons Addressing Council – with prior arrangement

1. **Agnes Voiko** – Garbage Ordinance – Mrs. Voiko did not attend
2. **Nancy Kapp** - Borough Issues – Mrs. Kapp addressed Council with her concerns about the Borough building’s inaccessibility for handicapped persons.
3. **Bill Tovlin** – Garbage Pick Up – Mr. Tovlin wanted to know who authorized the increase in the garbage fees, what was going on with Matt Galla and had concerns about his own personal tax percent discounts.

- V. **Minutes from February 18, 2015 Council Meeting:** Reviewed – Motion for _____ by Councilman Shields and seconded by Councilman Inglis. President Lloyd commented on Item 10 that the amount was corrected from \$90,000.00 to the “minimum of the appraised value”. Councilman Shields accepted the correction and the motion approved unanimously.

- VI. **Public Comment on Agenda Items:**
 - a. **Jim Barcca**
 - i. Commented on Mrs. Kapp’s concerns for Borough Building’s handicapped access.
 - ii. Expressed idea to add garbage costs into milage for borough taxes – Discussion with council
 - iii. Concerns for Homestead Duquesne Rd appearance. Asked for someone in Borough office to look into who needs to be called.
 - b. **Donna Dreshman**
 - i. Motion 4 – Wanted to know when this will take place.
 1. Solicitor explained interpretation of ordinance.
 - ii. Motion 6 - Will this be advertised in the newspaper? Yes
 - iii. Motion 7 – What is the remaining balance? Will be in in Borough Managers report to follow
 - iv. Questions regarding Parks and Receptions committee

c. Scott Stevens

- i. Motion 3 – Did we do this for prior years or is it because of current issues because of prior Borough Manager?
 1. We are required to do this every year and it must be a municipal certified auditor. Council President Lloyd explained new controls put in place within the Borough office.

d. Councilman Brennan

1. Motion 3 – Did we put out bids? No because we would never have gotten anything cheaper
2. Motion 5 – Did we put out for bids? No as it is a standard agreement with SVCOG
3. Did we put Book Minders out for bid? No

VII. Reports from Borough Officials:

a. Mayor – Absent for Illness

b. Police Chief –

- i. Report submitted
- ii. Went over mileage for current vehicles (9 vehicles + DEA + DARE car that is owned by Chevy dealership but we cover under our insurance)

c. Solicitor –

- i. Prepared required advertisement for sale of #3 Firehouse.
- ii. Inspection of 241 Marion by Chester Engineer to legally deem it structurally unsound and possible schedule for demolition. Bob Callen, the Borough Manager, advised the property was in the process of being purchased by a private party for reconstruction.

d. Borough Manager -

- i. Borough office checking accounts being changed from Citizens over to First Commonwealth
- ii. Discussed continued discussions regarding contract between Campbell Foundation and Munhall Borough regarding Westfield. Advised that work has already begun. Electric lights will be dismantled first.
 1. Solicitor Evashavik advised that he made several changes but he advises that we go ahead and start with the construction and not delay for approval. He recommends they vote to approve the agreement upon his final approval rather than delay for another month waiting on final copy.
 2. Councilman Brennan suggested that Council start thinking of a plaque to place at the field for Mr. Campbell. Councilman Shields said that they have talked about having a dedication ceremony for the new field once its complete.
- iii. Advised there will be a March 23rd meeting at Carnegie Library regarding "Upper Mon Valley Basin" in relation to a consent order with ALCOSAN and he encouraged Council to attend.
- iv. He will be attending a meeting regarding recycling waste with EPA. That may help Borough offset recycling cost.
- v. Councilman Brennan asked if Council would get copies of the Planning Commission meeting minutes. Yes

e. Engineer -

- i. Report in
- ii. Not allot of movement on the school project. - Waiting on PennDOT. They are not sure when the completion date is. It is 100% funded by PennDOT.
- iii. Borough Manager thanked Lindsey for her attendance, along with Public Works director Mr. Biscey and Councilman Ballas, to the Utilities Summit in Pittsburgh. The group is called Connect, which includes utilities such as PA American Water, Peoples Gas, Columbia gas and a few other utilities. Mr. Callen advised PA American water advised they would be doing one street in 2015.

f. Public Works –

- i. Lights for Public Works building need replaced – \$1800.00 for 6 lights (LED). Council asked for him to get another bid.
- ii. Woodhill is asking for new doors. Council President Lloyd asked the current Parks board to go up and take a look and get them if needed.
- iii. Council President Lloyd asked what is being done about potholes. Mr. Biscey advised the Borough office is taking messages and there is a Pot Hole reporting form on the website. Councilman Shields brought up concerns over potholes on Main Street.

g. Fire Chief –

- i. Report in
- ii. 34 Calls
- iii. Man hours up for training (over 2000)
- iv. Active shooter training at Park School
- v. Drug recognition training (what their response should be if they run in to a meth lab etc.) to be held at SVHS, sponsored by the county.
- vi. Councilman Brennan asked about fire from Homestead Duquesne Rd. Asking if we provided support and what our agreement is with our surrounding areas. Chief Pletsch advised #1 provided rehab support and we have mutual aide agreements with all surrounding areas in the Mon Valley.

h. Code Enforcement –

- i. Asked to add a motion to waive the building permit for SVSD to build a storage facility. Sidewalk openings – We have never
- ii. Advised before he came, no one charged, either utility company or private individuals, for public sidewalk openings. It is on the fee schedule so he is asking if he should start charging both private individuals and/or utility companies for it. Solicitor Evashavik advised this is for Council to decide but if it's on the fee schedule we should charge for it and if we are not going to we need to remove it from the fee schedule.
- iii. Do the crossing guards have background checks? They are done through Act 33/34.
- iv. Should the Borough keep copies of background checks for baseball association coaches? Solicitor Evashavik advised they are not Borough employees and it should be kept within the Association. If they want to provide them to us they can but we cannot compel them to do so.

- v. Because both Woodhill and Trautman can we check to see if the dirt from Westfield can be used for these fields.
- vi. Councilman Brennan asking about tracking process for street openings and if we are making sure they are paving. Mr. Callen advised between Mr. Biscey and Mr. Cannon will need to keep track of who is opening the street so we know who we are waiting on to pave the road.
- vii. Council President Lloyd asked Mr. Biscey to look into all of the parks for any fences that may need mending or replaced.

VIII. Public Hearing for Parks and Recreation Committee

- a. For proposed Ordinance 1571 – Creating a Parks and Recreations Board as an advisory board to Borough Council, establishing the number and terms of the members and designing the duties and powers of the board.

Comments:

Jim Barcca –

Costs to maintain Westfield. Suggests that the money from the sale of #3 firehouse be the beginning balance for the board.

Donna Dreshman –

- a. Are we giving the board the authority to advise where the Borough should buy land for a park? Council President Lloyd said this would be a good thing for the board.
- b. Asked if we are going to be taking any property by eminent domain. Council advised no.
- c. Who will work on reports? Solicitor Evashavik states the chairperson and the secretary or whomever they choose to do so.
- d. Will the committee audit be included in the fee for the Borough audit or will there be a separate fee for this? Solicitor Evashavik states that there may not need to be an audit. If no money is spent, no audit is necessary.

- e. Will the committee have it's own bank account? Solicitor Evashavik advised no. All money will be submitted to the Borough office to be deposited to the Borough account.
 - i. Will the money be dedicated specifically for the committee use only and be a line item on the budget for the committee? Mr. Evashavik advised that this is up to Council.
 - 1. If a person donates money for parks and recreations the money would have to be marked for that alone. Mr. Evashavik advised that is different and will be addressed if that happens.

Councilman Brennan –

- a. How will we divide the Borough up? Council President Lloyd advised there are 12 districts within the Borough. Mr. Callen also advised the advertisement will be in the Valley Mirror within the next week or so.
- b. Concerns over length of term.

President Lloyd –

- a. Thanked Mr. Callen for his work on current grant work but noted that this board will be able to go after funds that are available to the Borough and take some of the burden off of the taxpayers.

Hearing Concluded

IX. Items for Consideration:

- 1. Motion to adopt Ordinance #1571 establishing a Munhall Borough Parks/Recreation Board.
 - a. Motion Councilman Falce – Second Councilman Inglis
 - b. Vote – 5 to 1 (Councilman Brennan -Term)

2. Motion to appoint Stephen Kovacik as Munhall Borough's Business Representative to the Steel Valley Enterprise Zone Board of Directors.
 - a. M Motion Councilman Inglis – Second Councilman Falce
 - b. Vote – Unanimous

3. Motion to appoint Mark Turnley, CPA to conduct and complete the 2014 General Fund audit as the quoted price of \$6,000.
 - a. M Motion Councilman Falce – Second Councilman Inglis
 - b. Vote – 5 to 1 (Councilman Brennan -Bid)

4. Motion to advertise Amendments to Ordinance # 1535 regarding the method of garbage collection and disposal fees.
 - a. Taken off the table

5. Motion to enter into an Agreement with the Steel Valley COG for Street Cleaning Services at \$75/hour or \$600/day at dates and times agreeable to Munhall Borough.
 - a. M Motion Councilman Ballas – Second Councilman Falce
 - b. Vote – 5 to 1 (Councilman Brennan -Bid)

6. Motion to authorize Manager to advertise for 5 Summer Youth Employment positions for Public Works Department at \$8/hr. and no benefits.
 - a. Motion Councilman Inglis – Second Councilman Falce
 - b. Vote – Unanimous

7. Motion to approve construction agreement subject to final review by solicitor Evashavik.
 - a. Motion Councilman Ballas – Second Councilman Inglis
 - b. Vote – Unanimous

8. Motion to waive permit fee for the shed SVSD, has will begun to build for their maintenance shed building.

Comment on the motion:

Donna Dreshman –

Did we do this with other additions to the school? Yes

Jim Barcca –

Advised that they still need to have a permit. Council advised this is only for the fee to be waived not the permit.

- a. Motion Councilman Shields – Second Councilman Falce
- b. Vote – Unanimous

9. Motion to pay the bills for period February 19, 2015 through March 18, 2015 as in the Monthly Bill List, summarize as:

Administration:	\$ 35,045.76
Police:	\$ 28,279.80
Fire:	\$ 31,057.27
Health & Sanitation:	\$ 13,337.18
Public Works:	\$ 94,086.99
Recreation:	\$ 6,794.92
Miscellaneous:	\$ <u>2,145.86</u>
TOTAL:	\$ 210,747.19

- a. Motion Councilman Inglis, Second Councilman Falce
- b. Vote - Unanimous

10. Motion to approve Payroll for the period of February 26, 2015 through March 12, 2015, as follows:

February 26, 2015:	\$ 134,408.98
March 12, 2015:	\$ <u>139,548.36</u>
TOTAL:	\$ 273,957.34

- a. Motion – Councilman Ballas, Second – Councilman Shields
- b. Vote – Unanimous

Motion for adjournment

- a. Motion – Councilman Brennan, Second – Councilman Shields
- b. Vote – Unanimous

Approved by Council President Dan Lloyd

Date

Call Summary for the period of 02/01/2015 (1) through 02/28/2015 (3)

Call Category	Total for Period	Total Incidents for Period
201 COMMITMENT	1	1
911 HANG UP	9	9
ABANDONED-JUNK VEHICLES	11	11
ACCIDENT-NONREPORTABLE	15	15
ACCIDENT-REPORTABLE	9	9
ALARM	11	11
ALARM/BURGLAR	16	16
ALARM/PANIC	1	1
ANIMAL COMPLAINT	10	10
ANIMAL CRUELTY	1	1
ASSAULT	4	4
ASSIST	36	36
BURGLARY	7	7
BURGLARY ATTEMPT	2	2
BUSINESS CHECKS	3	3
CHECK WELFARE	12	12
CHILD ABUSE	2	2
CIVIL MATTER	4	4
COMMUNITY SERVICE	12	12
COURT/HEARINGS/PRETRIAL	3	3
CRIMINAL MISCHIEF	11	11
DEAD ON ARRIVAL	1	1
DISABLED VEHICLE	4	4
DISORDERLY CONDUCT	7	7
DISORDERLY PERSON	5	5
DISPUTE	3	3
DISTURBANCE	10	10
DISTURBED PERSONS	1	1
DOMESTIC	16	16
DOMESTIC VIOLENCE	3	3
DRIVING UNDER INFLUENCE	3	3
DRUG DEALING	1	1
DRUG OFFENSES	2	2
EMS ASSIST	22	22
FIRE ALARM	1	1
FIRE CALL	4	4
FOLLOW UP INVESTIGATION	2	2
FRAUD	9	9
HARASSMENT	11	11
HARASSMENT BY COMMUNICATION	5	5
HIT AND RUN	5	5
IDENTITY THEFT	1	1
INVESTIGATION	3	2
JUVENILE COMPLAINT	9	9
LANDLORD/TENANT DISPUTE	2	2
LOCKOUT/VEHICLE	1	1
MEGANS LAW	1	1

MUNHALL POLICE DEPARTMENT

Report Date: 03/18/2015 [LOG-09] DL Administrative Summary
 Call Category Taken From Daily Log Category

Call Summary for the period of 02/01/2015 (1) through 02/28/2015 (3)

Call Category	Total for Period	Total Incidents for Period
MISSING PERSON	2	2
NEIGHBOR DISPUTE	2	2
NOISE COMPLAINT	2	2
PFA ORDER	3	3
PFA VIOLATION	1	1
PFA-EMERGENCY	3	3
PFA-TEMPORARY	1	1
PROPERTY DAMAGE	2	2
PROPERTY (LOST/FOUND/RECOVERED)	1	1
REPOSSESSION	3	3
ROBBERY	2	2
SAFETY HAZARD	1	1
SCAM	1	1
SCHOOL DETAIL	14	14
SEX OFFENSES	1	1
SHOTS FIRED	2	2
SOLICITING COMPLAINTS	2	2
SPECIAL DETAIL	1	1
STOLEN TAG	1	1
STOLEN VEHICLE	2	2
SUSPICIOUS ACTIVITY	5	5
SUSPICIOUS PERSON(S)	9	9
SUSPICIOUS VEHICLE(S)	4	4
TERRORISTIC THREATS	1	1
THEFT	11	11
TRAFFIC DETAILS	19	19
TRAFFIC MOVING COMPLAINT	4	4
TRAFFIC PARKING COMPLAINT	18	18
TRAFFIC RELATED COMPLAINTS	4	4
TRAFFIC STOP	45	45
UNAUTHORIZED USE OF VEHICLE	1	1
UNKNOWN PROBLEM	4	4
UNWANTED PERSON	1	1
VEHICLE FIRE	1	1
VIOLATION OF BORO ORDINANCE	1	1
WARRANT/ATTACHMENT/DETAINER	3	3
WATER BREAK	5	4
WEAPONS COMPLAINT	1	1

Grand Totals for all Categories: 496 494

MUNHALL POLICE DEPARTMENT

Report Date: 03/18/2015 [LOG-09] DL Administrative Summary

Arrest Summary for the period of 02/01/2015 (1) through 02/28/2015 (3)

	On View	Warrant	Complaint	Indictable	Summary	Total
Adult	5	4	11		9	29
Juvenile			1	2	10	13
Total Arrests for Period:			42			

Arrests By Officer for the period of 02/01/2015 (1) through 02/28/2015 (3)

Officer		On View	Warrant	Complnt	Indictable	Summary	Total
ABATE, VINCENT	A:		1	2			3
	J:					2	2
BOEHME, DANIEL	A:					1	1
	J:				1	6	7
CATERINO, JAMES	A:		1	1			2
	J:						
CIBULA, JOSEPH	A:		1	1			2
	J:						
FULLARD, THOMAS	A:			1			1
	J:				1	2	3
NYAPAS, LEON	A:	1				3	4
	J:						
PONIEWAZ, JASON	A:	1		1			2
	J:						
SEISS, MICHAEL	A:			3		2	5
	J:						
SHIPLEY, TODD	A:	1	1				2
	J:						
SMOLEY, DAVID	A:			1			1
	J:						
STOLAR, TIMOTHY	A:	2					2
	J:						
TROUT, JASON	A:			1		2	3
	J:			1			1
WILLIAMS, JAMES	A:					1	1
	J:						
Total Adult Arrests :							29
Total Juvenile Arrests :							13
Total Arrests for Period:							42

MUNHALL POLICE DEPARTMENT

Report Date: 03/18/2015 [LOG-09] DL Administrative Summary

Ticket Summary By Officer
 For the period of 02/01/2015 (1) through 02/28/2015 (3)

Citation Type	Issued By Officer	Individuals Cited By Officer	Total # of Tags
NON-TRAFFIC TICKET	BOEHME, DANIEL	6	6
NON-TRAFFIC TICKET	CATERINO, JAMES	1	1
NON-TRAFFIC TICKET	NYAPAS, LEON	3	3
NON-TRAFFIC TICKET	SEISS, MICHAEL	2	2
NON-TRAFFIC TICKET	STOLAR, TIMOTHY	1	1
NON-TRAFFIC TICKET	TROUT, JASON	2	2
NON-TRAFFIC TICKET	WILLIAMS, JAMES	1	1
TRAFFIC TICKET	ABATE, VINCENT	3	5
TRAFFIC TICKET	NYAPAS, LEON	5	5
TRAFFIC TICKET	PONIEWAZ, JASON	6	6
TRAFFIC TICKET	SEISS, MICHAEL	3	3
TRAFFIC TICKET	STOLAR, TIMOTHY	11	13
TRAFFIC TICKET	TRACY, SHANNON	1	2
TRAFFIC TICKET	WILLIAMS, JAMES	1	1
Total Individuals/Tickets for Period by All Officers:		46	51

Ticket Summary for the period of 02/01/2015 (1) through 02/28/2015 (3)

Citation Type	Total Persons Cited	Total # of Tags
NON-TRAFFIC TICKET	15	16
TRAFFIC TICKET	30	35
Total Persons/Tickets for Period:	45	51

NOTE: Total persons cited by officer may vary from total persons cited, as one individual may have been cited by more than one officer.

MUNHALL POLICE DEPARTMENT

Report Date: 03/18/2015 [LOG-09] DL Administrative Summary
Call Category Taken From Daily Log Category

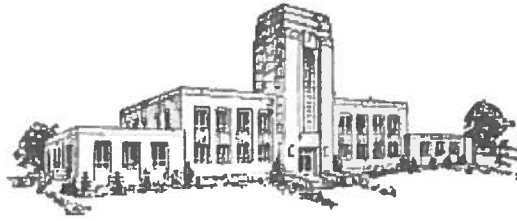
Call Summary for the period of 02/01/2015 (1) through 02/28/2015 (3)

Call Categories **EXCLUDED** from this report

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- CRIMINAL HISTORY CHECK
- DEPARTMENTAL INFORMATION
- INFORMATION ONLY
- PUBLIC WORKS REQUESTS
- VEHICLE CHECKS

End of Report.



MUNHALL BUREAU OF FIRE

1900 WEST STREET . MUNHALL, PA 15120
(412) 464-7320

EDWARD M. PLETSCH

Chief, Bureau of Fire

GLENN COLES

Deputy Chief

BRIAN VERBANICK

Deputy Chief

DARRYL HUNT

Emergency Mgt. Coordinator

LEONARD A. COLL

Fire Prevention

Monthly Report to Munhall Council – February 2015

Structure fire calls	2	Commercial fire alarm activations	2
Odor investigations	5	Residential fire alarm activations	1
Motor vehicle accidents	2	Other type incidents	1
Brush / trash fire	1	Water conditions	3
Natural gas emergencies	3	Station stand by events	0
EMS assistance	2	Police assistance	0
Mutual air assistance	8	Carbon Monoxide emergencies	2
Wire down	1	Vehicle fires	1

Injuries to Fire Fighters		Type of injury:	Status of injured
	2	1) Fall from ladder – on going – January 2015 2) Slip on ice – shoulder on going – December 2014	Ongoing x 2

Total number of emergency responses for the month -	34
Per station	
– station 200	14
station 201	22
station 203	24
station 204	16

Total person man hours expended at emergency incidents -	325 hours
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Total person man hours expended training -	1,337 hours
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Other public service hours for month	400 hours
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Total volunteer hours for the month	2,062 hours
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1. Currently have approx. 8 fire fighters taking the Essentials of Fire Fighting 188 hour program.
2. Currently station 203 has 5 fire fighters taking the fire fighter 1 National Pro Board class
3. Station 203 introduced approx. 20 members to the Rapid Intervention Team training.
4. 3 members from station 201 completed CPR / 1st aid training.
5. 3 members from station 201 completed Haz Mat operations training.
6. Training – Approx 50 fire fighters attended Response to the Active Shooter training for 1st responders. This class was sponsored by UPMC and held at Park Elementary School. This class concentrated on teaching fire fighters and EMS persons on how to respond with Police at an active shooter incident within the school or similar type incident. The class was ¼ classroom session and the rest being real time scenarios. Munhall Police Chief and an officer were present for this class. The class was approximately 3 to 4 hours in length.

• **Injury Report** –

- a. Alex Scripp – Alex has been released from the Hospital and from the rehab facility. He is home and his rehabilitation is ongoing. He is up and walking around with the aid of crutches but, appears to be progressing well. He misses being able to go on emergency runs but, we are doing our best to keep his spirits up. Estimated time for recovery remains around 6 to 9 months.
- b. Fire fighter from station 200 is still receiving treatment from an injury that happened in December of 2014 from a slip and fall on the ice at a fire in Duquesne. I will update you when I have additional information.

Information – 214 Marion Street – I have been informed that this property has been sold and that the potential new owner is going to rebuild the home. The Allegheny County Fire Marshal investigation is ongoing as to the cause of the fire on 1/30/2015. The potential new home owner has been in contact with the Fire Marshall's office and is going to allow them access to the home as it is cleared out so they can attempt to determine what started the fire.

Respectfully submitted by:



Chief, Munhall Bureau of Fire

Munhall Borough
1900 West Street
Munhall, Pa 15120

CODE ENFORCEMENT

**MONTHLY REPORT
FOR
FEBRUARY/MARCH 2015**

BUILDING PERMITS – 1
OCCUPANCY INSPECTIONS – 22
CODE ENFORCEMENT – 15
NOTIFICATION LETTERS – Ice & Snow Removal – 1
Roofs and Drainage – 1
Rubbish or Garbage - 3

Three Court Hearings



Code Enforcement Officer



BOROUGH OF MUNHALL
FOUNDED 1901

Public Works Report

March 2015

1. Marked 66 PA one calls.
2. Salted roads on February 14, 15, 18 and March 1, 4, 21, 22, and 23, 2015.
3. Filled salt boxes.
4. Patched potholes.
5. Picked up metal on February 27, 2015.
6. Hauled scrap to Keystone scrapyard.
7. Replaced emergency light at No. 4 Firehall.
8. Repaired Main St. guide rail.
9. Installed emergency light in borough garage.

**Borough of Munhall
Consulting Engineer's Report
Wednesday, February 18, 2015**

New items appear in bold font

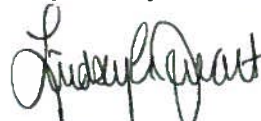
1. Demolition

Site visits for the demolition were conducted on November 18th, 2014 for the requested nine properties. The letters and supporting pictures have been submitted to the Borough Manager and the Solicitor for the condemnation hearings. **Site visit was conducted on February 19, 2015 and the report was submitted to both the solicitor and the manager.**

2. Safe Routes to School Project

Digital copies of the design drawings were emailed to council on September 18, 2014 for their information. The Borough Manager and I met with Bob Slagle of PennDOT on October 2, 2014. Revised extension letters from 2013 and 2014 along with two full size sets of design drawings were transmitted for review. While we are waiting for PennDOT's comments and revisions we will be finalizing the supporting documentation including the E&S plan, right of way plan and environmental evaluation. Additionally, I prepared a summary of all invoices to date and submitted them to the Borough Manager for his use in submission for reimbursement. A meeting was held with PennDOT on January 9, 2015. PennDOT believes that this summer is a possibility for construction. PennDOT is in the process of adding this project to their online project system, ECMS so that the forms can be submitted online. Minor comments were returned on the project plans and Chester is in the process of revising those for resubmittal. The next project meeting was held on February 12th, 2015 at 9:00 am. Chester submitted revised project drawings and a complete Erosion and Sedimentation plan for PennDOT's review. As of the meeting the project was not setup in the ECMS or in the EXPERT system by PennDOT. Shortly after the meeting it was setup in the EXPERT system and Chester will complete the environmental work in the next week. **The next meeting has not yet been setup, but is anticipated to be in a month.**

Respectfully submitted,



**Lindsey A. Jewart, E.I.T.
Project Manager
Chester Engineers**