

AGENDA

Call to Order:

Ms. Sowiski

Pledge of Allegiance:

Mayor Porco

Roll Call:

Mr. Burleigh
Ms. DeMarco
Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic

Ms. Sowiski
Mayor Porco
Janet Sullivan, Tax Collector
Mr. Korbel, Solicitor
David Gilliland, Engineer
Steven Morus, Manager

President's Report:

Ms. Sowiski

Note that council held an executive session following Jan. 8 committee meetings to discuss personnel and legal issues.

Mayor's Report:

Mayor Porco

Tax Collector's Report:

Ms. Sullivan

Chief of Police Report:

Chief Williams

Fire Chief's Report:

Chief Theilacker

Woodland Hills EMS Report:

Chief Mastandrea

► Recognition by SCAA of Woodland Hills EMS for their life saving work.

Solicitor's Report:

Mr. Korbel

Wilkinsburg Penn Joint Water Authority Report:

Ms. Broz

Public Comment – Agenda Items

At this time, citizens may address council on any issue appearing on today's agenda. Only residents and taxpayers of the Borough of Forest Hills will be permitted to address council. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups of people will be required to designate a spokesperson to represent them before council who may speak for a maximum of 10 minutes. Citizens are asked to use the microphone at the speaker's stand (hold the button in the base down to speak), clearly state their name and address for the record and keep comments brief and to the point. Please spell the name for the record.

Committee Reports:

PUBLIC WORKS COMMITTEE

Mr. Gorol

Motion: Move to authorize the engineer to prepare and advertise for bids for the following list of roads or road segments for the 2019 paving program:

<u>2019 Recommended Paving, Cost Estimate, Forest Hills Borough</u>					
<u>Base Bid</u>					
	<u>Street</u>	<u>L</u>	<u>W</u>	<u>SY</u>	<u>Price</u>
1	Avenue A (B to K)	1080	22	2640	\$47,520
2	Sumner (Ardmore - Atlantic)	550	25	1528	\$24,444
3	Carmel Court	580	26	1676	\$26,809
4	Lenox (Decatur - Windsor)	310	25	861	\$13,778
5	Washington (Norway to #316)	480	18	960	\$15,360
6	Watt Lane (Bend to Tanglewood)	818	25	2272	\$36,356
7	Pacific (Marion-Sharon)	1260	25	3500	\$59,500
8	Demmer (Rockwood-Marwood)	595	20	1322	\$21,156
				Total:	\$244,922
<u>Alternates</u>					
	Avenue B (Ardmore - A)	810	20	1800	\$28,800
	Vine Ay (Atlantic-Short)	500	16	889	\$14,222
	Hawthorne (Castlegate - Cascade)	365	21	852	\$13,627
	Hawthorne Court	440	24	1173	\$11,733
	Glasgow (Sherwood - Braddock)	370	24	987	\$15,787
	Parise Dr	600	24	1600	\$28,800
* Some funds will be received from WPJWA to help with the cost of Watt Lane					

Moved:
 Second:

NOTE: the original, preliminary list of streets and estimates presented to the committee is shown below under the engineer's report for reference.

Roll Call Vote: Mr. Burleigh
 Ms. DeMarco
 Mr. Gorol
 Mr. Lawrence
 Mr. Theilacker
 Mr. Tomasic
 Ms. Sowiski

General Report:

1. The borough engineer submitted the following report to the committee:

A. Sewer Projects

The Ashley Court Streambank and Retention Pond Project is in progress. Work has been slow due to saturated soil and cannot continue until the ground is frozen. It is expected to be completed in the spring of 2019.

Jim T. has alerted me that the storm sewer running from the end of our stream bank improvement project mentioned above to Falls Run Culvert (recently lined) may also need lined. DPW will inspect the pipe soon and let me know if it needs a liner.

B. Berkley Slide

Work started on this project on December 26, 2018. The contractor has had problems setting up the drilling rig to drill into the bedrock on the hillside to set the vertical columns for the wall. This has caused road closures longer than 15 minutes however there is no other way to perform the work. The residents have been informed that delays of up to 4 hours are now possible. Additionally, the hillside on the high side of Berkley has been sliding onto the roadway. This is borough property. Jim and I suggest the committee take another look at providing an alternate means of egress for this area. (He noted that he will review alternatives for egress with the foreman)

C. Churchill and Braddock Hills Dye Testing

Churchill and Braddock Hills have both launched CCTV inspection projects to determine the source of excessive wet weather flow coming into Forest Hills and are awaiting results from this investigation.

D. Forest Hills Dye Testing

After last month's meeting, 5 binders of dye test results were turned over to us from DPW. After going through that information we have determined that only 5 buildings were never tested; 3 houses and 2 garages. Additionally, 29 buildings failed the dye test and we have no information to verify if they were ever corrected or not. See attached list.

We have to check to determine if those that failed were ever corrected or retested.

E. 2019 Paving Project

Jim Theilacker and I have toured the streets and hereby present our preliminary list of streets for paving this year which is attached for your review and consideration. **Original draft list and estimates presented to committee as follows (may be different from final list above in motion)**

<u>2019 Paving Cost Estimate Forest Hills Borough</u>					
	<u>Street</u>	<u>L</u>	<u>W</u>	<u>SY</u>	<u>Price</u>
1	Avenue A (B to K)	1080	22	2640	\$47,520
2	Sumner (Ardmore - Atlantic)	550	25	1528	\$24,444
3	Carmel Court	580	26	1676	\$26,809
4	Avenue B (Ardmore - A)	810	20	1800	\$28,800
5	Lenox (Decatur - Windsor)	310	25	861	\$13,778
6	Vine Ay (Atlantic-Short)	500	16	889	\$14,222
7	Washington (Norway to #316)	480	18	960	\$15,360
8	Hawthorne (Castlegate - Cascade)	365	21	852	\$13,627
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10	Watt Lane (Bend to Tanglewood)	270	26	780	\$12,480
11	Glasgow (Sherwood - Braddock)	370	24	987	\$15,787
12	Parise Dr	600	24	1600	\$28,800
13	Pacific (Marion-Sharon)	1260	25	3500	\$59,500
14	Demmer (Rockwood-Marwood)	595	20	1322	\$21,156
				Total:	\$334,016
	2019 Budget - Paving Program				\$240,000

2. The foreman reported on tentative work planned for January (other than normal maintenance work and Chalfant work and depending on weather).

- Playground equipment check
- Brush cutting – various roads & alleys
- Sharon slide / Berkley slide
- Electrical / concrete work at new building to prep for emergency phone installation & to determine location of conduit and wiring
- Transplant elm tree to location at Barclay and Perry (library side of the building) pending information from architect.
- Place large rocks along Perry from Barclay to Greensburg Pike at new building
- Lenox storm sewer

- Sweep all streets (weather permitting)
- Repair truck 76 and 78 – body repairs
- Patch potholes with cold patch

3. 3 Rivers Wet Weather (3RWW) provided the following update to council on the sanitary/storm sewer issue:

As we prepare for the New Year, we reflect on the progress that ALCOSAN and its customer municipalities have made toward regionalization of the multi-municipal trunk sewers. Much has been done, but there is still work to do. ALCOSAN has scheduled basin meetings for January to discuss the transfer of the sewers with your elected officials, a schedule of which you have received. We encourage all municipal managers and council/board members to attend these important meetings.

Through the transfer agreement process, ALCOSAN has provided options to help municipalities both accomplish and finance repairs of defects in the sewer lines; repair of these defects is a critical element to the transfer process, and we encourage you to take advantage of the assistance being offered by ALCOSAN.

Note: Forest Hills will host an ALCOSAN meeting for elected officials on 1/22/19 at 10 AM

Note: the engineer provided a letter to council summarizing ALCOSAN's plan and their recommendation for how charges should be assigned to each municipality in the sewer shed.

FINANCE COMMITTEE

Ms. DeMarco

Motion: Move to approve payment of bills for the month of December in the following amounts:

General Fund Budget:	\$ *
Corrective Action Budget:	\$ *
Fire Protection fee	\$ *
Road Improvements	\$ *

Moved:
Second:

Roll Call Vote: Mr. Burleigh
Ms. DeMarco

Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic
Ms. Sowiski

Detail of Non-General Fund Items:

Corrective Action Budget: Engineering, **sanitary and storm sewer
repairs
Fire: Utilities**
Road: Sealing, patching**

Motion: Move to authorize the manager to issue an RFP for insurance services for 2019 for all borough insurance packages.

Moved:
Second:

Voice Vote

Motion: Move to pay 25% of excess 2018 RAD funds as required under state law with \$533.73 provided to the C.C. Mellor Library Forest Hills Branch and the remainder provided to the Turtle Creek Valley Council of Governments.

Moved:
Second:

Roll Call Vote: Mr. Burleigh
Ms. DeMarco
Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic
Ms. Sowiski

Motion: Move to authorize the treasurer to pay the final bill to Pfaffmann + Associates for building design in the amount of \$365.

Moved:
Second:

Roll Call Vote: Mr. Burleigh
Ms. DeMarco
Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic

Ms. Sowiski

General Report:

1. Members reviewed an estimated cash flow through year end 2018 and noted that the borough finished the year with a small cash surplus estimated at about \$400,000.
2. The manager noted that he is preparing the final copy of the 2019 budgets for printing and posting on the website and hopes to have both completed by Feb. 1.

BOROUGH PROPERTY

Mr. Theilacker

General Report:

1. The borough engineer reported on the following:

Borough Property

A. Tennis Courts

Due to the onset of colder weather, crack dealing cannot be done until spring, 2019. Although DPW could do the work, it will be time consuming so you may want to consider contracting this out.

2. Members continue to review work items outstanding from the new building and discussed upcoming warranty/punch list work including work on the police door and the library exterior door.

PUBLIC SAFETY

Mr. Tomasic

General Report:

1. The manager noted that the borough is working on the traffic light problem at Avenue K. After first assuming it was a borough problem, further investigation found that it was caused by Bronder Technical's work for PennDOT in upgrading lights at all Ardmore intersections. They were contacted and will repair.
2. Members reviewed the activity report of the Woodland Hills EMS for December.

OPERATIONS & POLICY

Mr. Lawrence

Motion: Move to approve the minutes from the December 19, 2018 council meeting.

Moved:

Second:

Voice Vote

General Report:

1. The borough continues to seek volunteers to serve on various boards and committees and asks interested residents to contact the manager at the borough office for further information. A few vacancies remain. The borough advertised for applications for vacancies and interested residents may continue to apply through the year by sending a letter with a brief bio or resume and indicate a committee of interest. At this time, potential vacancies are as follows:
 - Civil Service Commission
 - Crime Resistance
 - Planning Commission
 - Recreation Board
 - Shade Tree & Shrub
 - Zoning Hearing Board
2. All council members were issued new borough email addresses and activated them on January 1, 2019.
3. Members were provided with information on the Allegheny League of Municipalities (ALOM) annual conference in April. Members also discussed the “banner community” designation created by ALOM and considered whether the borough should apply for this designation in the future since it meets most of the major criteria except for regular attendance at this conference.
4. The manager noted that the Land Bank was prepared to acquire the 2 properties previously sent to them by council: 418 Avenue D (374-B-170) and 419 Avenue D (374-B-152). The manager was asked to sign the document verifying council’s approval.
5. In Committee of the Whole, the manager noted that Corporate Benefits asked to move their presentation from the January Committee of the Whole meeting to the March meeting.
6. In Committee of the Whole, the manager asked for verification on council delegates to the following organizations (with the member appointed as delegate shown below):

- County borough's association – Ms. DeMarco
- TCVCOG – Mr. Theilacker
- CONNECT – Ms. DeMarco
- PA Municipal League – to be determined

PLANNING & ZONING

Mr. Burleigh

Motion: (tentative wording) Move to approve ordinance no. **** amending chapter 27 of the code of ordinances (zoning) to establish regulations for LED and electronic variable message signs in certain districts.

Moved:
Second:

Ordinance title reads as follows:

AN ORDINANCE OF THE BOROUGH OF FOREST HILLS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING CHAPTER 27 OF THE FOREST HILLS BOROUGH CODE OF ORDINANCES, ZONING, TO: (I) ESTABLISH A DEFINITION FOR "ELECTRONIC VARIABLE MESSAGE SIGN"; (II) REMOVE THE DEFINITION FOR "LIGHT-EMITTING DIODE (LED) SIGN"; (III) PERMIT ELECTRONIC VARIABLE MESSAGE SIGNS IN THE B-1 BUSINESS DISTRICT, S-1 SPECIAL DISTRICT, S-2 SPECIAL DISTRICT, S-3 SPECIAL DISTRICT, AND THE TCO TOWN CENTER OVERLAY DISTRICT; (IV) ESTABLISH STANDARDS AND CRITERIA FOR ELECTRONIC VARIABLE MESSAGE SIGNS; (V) REMOVE STANDARDS AND CRITERIA FOR LIGHT EMITTING DIODE (LED) SIGNS; (VI) REPEAL ALL PRIOR INCONSISTENT ORDINANCES; AND (VII) ESTABLISH THE ORDINANCE EFFECTIVE DATE.

Roll Call Vote: Mr. Burleigh
Ms. DeMarco
Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic
Ms. Sowiski

Motion: (tentative) Move to authorize Carl's Tree Service to prune and treat the borough tree at 18 Hawthorne using the guidelines developed by Carl's Tree Service's Arborist at a cost not to exceed \$2,700.

Moved:
Second:

Roll Call Vote: Mr. Burleigh
Ms. DeMarco
Mr. Gorol
Mr. Lawrence
Mr. Theilacker
Mr. Tomasic
Ms. Sowiski

General Report:

1. Code Officer Don Branzel presented a report on his activities and discussed a separate issue re: a borough tree and its impact on a resident's driveway and stone wall on Hawthorne leading to the motion above.

Old Business:

New Business:

Public Comment – Other Items

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Adjourn: Motion to adjourn (or adjourn by acclamation)

Moved:
Second:

Voice Vote

The following dates are pending approval of the attached meeting calendar at tonight's meeting.

- **Next Scheduled Council Meeting: February 20, 2019**
- **Next Scheduled Committee Meetings (order may be adjusted): Tuesday, February 5: Borough Property, Operations & Policy, Public Safety, Public Works. Tuesday, February 12: Committee of the Whole, Finance, Planning & Zoning. Council may**

choose to meet as a whole and conduct business if necessary on either or both dates.

- All Meetings begin at 7 PM, 4400 Greensburg Pike.

DRAFT