

Meeting April 20, 2009

The meeting of Mount Pleasant Borough Council was called to order by Vice-President Bauer at 7:02pm in Council Chambers at 1 Etze Avenue, Mount Pleasant, PA 15666. The Pledge of Allegiance was said and there was a moment of silence for our deployed troops as well as the Pittsburgh Police Officers who lost their lives over the weekend. Vice-President Bauer directed Borough Manager Jeff Landy to take roll. Councilmen Beranek, Crivella, McCloy, Tate and Councilwomen Ruszkowski and Stevenson were present. Mayor Lucia and Solicitor Toohey were present. Vice-President Bauer stated we have a quorum.

Reading of Previous Minutes:

A motion was made by Councilman Beranek to dispense with the reading of the minutes of April 6, 2009. Motion seconded by Councilwoman Stevenson. Motion carried 7-0.

Public Comment:

Robert J. Karfelt Sr. addressed Council regarding permission for a driveway on the property next to his mother's home on 338 College Avenue. Mr. Karfelt feels that putting a driveway on that property would cause a safety hazard because anyone backing out of the proposed driveway would have to back onto College Avenue and right into the stop sign on Frick Avenue. He also pointed out that the reason there are so many vehicles at the address of the proposed driveway is because the tenants are subletting their apartments in order to have help paying the rent. This causes an overabundance of vehicles for that one address. Mr. Karfelt feels that Mike Koehler, the owner of the property is unaware of what is going on at the apartments. Mr. Karfelt would like Council to reconsider the Zoning Permit issued to Mr. Koehler to put in the proposed driveway. Councilman Tate said that College Avenue has permit parking. Vice-President Bauer said that Council would not overturn the Zoning Permit and he will drive down to review for safety issues again. Vice-President Bauer said he is in the process of working with Police Chief Ober to determine who has permit parking on that street and who does not.

Matthew Wolf, 357 W Main Street told Council that residents from a neighboring apartment building are using his dumpster without permission. Allied Waste has told Mr. Wolf that they will no longer empty the dumpster weekly because Mr. Wolf only pays for every other week. Every other week is sufficient for Mr. Wolf but not when the dumpster is being filled up by tenants from the other building. The tenants of the apartment building are not paying for garbage pickup. Mr. Wolf would like it made clear to the tenants that this is unacceptable. Allied Waste has gone above and beyond by emptying the dumpster every week but Mr. Wolf said they informed him that they can no longer do this. He has tried to contact the owner of the apartment building with no success. Mr. Wolfe said that recently they have been putting furniture and rolled up carpeting by his dumpster as well and no one will pick up these items so they are left on his property. Vice-President Bauer said that Council is looking at an ordinance preventing people from doing this. The ordinance will mandate every commercial and residential property to pay for garbage pickup. Mayor Lucia said that in the meantime Mr. Wolf should file a written complaint with the Police Department for theft of services or trespassing. Mayor Lucia said that Mr. Wolf would have to put up a sign declaring it private property and no dumping is allowed in his dumpster. Mayor Lucia said that in the meantime the Borough will take care of removing the furniture and carpeting that is there now.

A motion was made by Councilman Tate for an Executive Session. Motion seconded by Councilman Crivella. Motion carried 7-0.

Executive Session 7:14pm to 7:45pm.

Vice-President Bauer said that the Executive Session was to discuss litigation.

Speakers:

Bob Lutz, Lutz Tennis and Asphalt spoke to Council about the cracks that have developed in the asphalt on the basketball court. Mr. Lutz said that this is normal and periodic maintenance is required. His company should come in every year or two and fill the cracks and color the area. Mr. Lutz said that in the original contract for the basketball court it states that maintenance is required. Mr. Lutz presented Council with a proposal to do that. He also presented Council with an inspection report on the tennis courts where the same thing is happening. Councilman Tate asked why one proposal for the tennis courts is \$16,900 and one is \$19,900. Mr. Lutz said that the proposal for \$19,900 is for two filler coats. Vice-President Bauer said the proposals will be turned over to the Recreation Committee for discussion.

Mike Foreman from the DCED Center for Local Government Services introduced Duane McKee, Public Works Peer Consultant who presented Council with an assessment of the Mount Pleasant Borough Street Department. The assessment evaluates the overall management and responsibilities of the department as well as the man power levels, vehicles, equipment and facilities. It also looks at the training of the employees, the annual road maintenance program, the record keeping and documentation of the work that is being done and the annual budgetary appropriations. The condition of the roads and catch basins in the Borough were looked at and the feasibility of contracting work to a third party and inter-municipal cooperation. Duane McKee gave Council his history and presented the report.

In the report Mr. McKee suggested breaking down operations into Programs and Activities to more clearly show the workload, skills and manpower required to complete the activity. Mr. McKee suggests a program-based budget vs. a line item budget. He noticed that there is not a lot of record keeping in the department and this type of budget would help create an atmosphere where they would have to track what takes place.

The manpower for the Street Department appears to be adequate for streets maintenance. The use of seasonal employees could help to eliminate or reduce the lawn care service.

A complete safety review should be conducted of the equipment on site. Backup alarms should be required on all maintenance equipment. Some newer equipment would be an advantage. A simple vehicle replacement program can be used to feed information into a capital improvements plan.

Communication between the borough office and the Street Department via the internet should be used to document the information that is transferred between the locations regarding work assignments.

Three ways of communication is essential in an emergency situation. A landline, and a VHF or UHF radio system to support the cell phones. A separate line item should be budgeted for training. Winter maintenance, spring road maintenance and right-to-know training are the essentials.

The maintenance schedule is not being very well documented. After reviewing the annual road maintenance program a seasonal, monthly weekly and daily schedule should be developed. Posting the schedule at the end of the day helps the employees prepare for the following workday. The chain of command could be more effective if the Supervisor took direction from one source, in this case the Borough Manager. It would be beneficial for the borough office to support the Street Department as far as resident phone calls and work order organization.

After evaluating the yearly budget for the Street Department Mr. McKee suggests removing the emergency fund and unbudgeted items and reallocate the funds to defined line item using the Programs and Activities as described in response #1. Only 15% of the budget is allocated directly to concrete curb, sidewalks and catch basins which comprise the majority of the maintenance work.

Mr. McKee strongly suggests soliciting quotes for contracted services for leaf collection because of the labor involved and it is his experience that a lot of workers comp claims surround this activity. Street light maintenance is another budget line item that could be contracted out.

Shared municipal service can save time and money for the Borough. The COG would be a source to meet with other governing bodies to see what services or equipment can be shared.

Mr. McKee discussed job descriptions for the Street Department Supervisor and Laborer. He also clarified that he feels preformed solid box catch basins should be used.

Mr. Foreman said that the Borough can contact him or Mr. McKee for any follow up to their recommendations or for technical assistance with respect to the recommendations.

Vice-President Bauer asked if it would be beneficial to get computer training for Street Supervisor Fontanazza. Mr. Foreman said it would be beneficial if the training is job specific to necessary functions of the Street Department.

Mr. Foreman thanked the Borough for the opportunity to do the assessment and informed Council that the assessment becomes public record and said that the report should be shared with the employees of the Street Department as well as Street Supervisor Fontanazza.

Mr. Tom Altman attended the meeting to represent his daughter Jane Altman. Ms. Altman is purchasing the former Elks building on Main Street and she is applying for a liquor license and would like approval from Mount Pleasant Borough to transfer the license. Vice-President Bauer said he is aware of the request and the Borough Solicitor is beginning the process. On tonight's agenda there will be a motion to have a public meeting to consider the transfer.

Mayor's Report:

Mayor Lucia reported that the Mount Pleasant Police have been writing non-traffic citations for any problems that occur in the parks. There is an issue with bicycle riding at Frick Park. Teenagers riding bicycles are riding on the sidewalks and being very rude to pedestrians. This has been an issue in the past. It could be a dangerous situation when the Girls Softball League starts playing games at the park. Any citation issued will include a \$10 fine.

Mayor Lucia said that the parking meters between Diamond Street and S. Hitchman Street have not been working for some time. Police Chief Ober is asking permission to have a company come in and do a study to determine what will be needed to repair the meters.

Mayor Lucia said he received a communication from Westmoreland County stating that they are purchasing laptop computers for local Emergency Management Coordinators to be used during an emergency. The County will absorb the cost of the laptops and the Borough would have to pay \$49.95 per month for the internet service.

A motion was made by Councilwoman Stevenson to suspend the rules to approve \$49.95 per month for internet service for the Emergency Management Coordinator laptop computer. Motion seconded by Councilwoman Ruszkowski. Motion carried 7-0.

A motion was made by Councilwoman Stevenson to approve \$49.95 per month for internet service for the laptop being donated by the county to our Emergency Management Coordinator. Motion seconded by Councilwoman Ruszkowski. Motion carried 7-0.

Solicitors Report: None

Treasurers Report:

Borough Manager Landy read the following Treasurers Report for the month of February 2009:

Mt. Pleasant Borough Treasurer's Report:		Mar-09			
		Previous Balance	Deposits	Disbursements	Balance Mar09
General Fund Checking	PNC 001223513	52,019.00	198,318.58	199,289.58	51,048.00
General Fund Sweep	PNC 11493394	445,915.90	90,520.06	91,697.02	444,738.95
General Fund Budgetary Reserve	PNC 102-457-4388	102,434.80	89.61	0.00	102,524.41
Fire	\$ 30,000.00				
Police	\$ 10,000.00				
Street	\$ 10,000.00				
Contingency Fund	\$ 50,524.41				
Infrastructure	\$ -				
Recreation Grant Fund	\$ -				
Liquid Fuels PLGIT	PLGIT 56980126	105,493.99	79.96	0.00	105,573.95
Monument CD	Standard Bank 242781	5,626.71			5626.71
Holiday Lighting Fund	Standard Bank 050004849	1,995.55	0.31	0.00	1,995.86
Payroll Fund	PNC 01226415	1,137.94	68,259.91	46,398.49	22,999.36
Veterans Park Fund	National City 981293700	4,418.14	1,125.00	17.50	3,275.64
Veterans Park PLGIT	PLGIT 5698025	11,209.69	8.50	0.00	11,218.19
Police Drug Enforce.	PNC 1012912642	850.50	0.00	0.00	850.50
Police Grant 2008 DD BX 0449	PNC 10-1291-3303	0.00	13,639.96	0.00	13,639.96
Town Clock Fund	Standard Bank 0010038847	611.17	0.09	0.00	611.26
Total General Fund Balance					764,102.79
WWT Operational Acct	Standard Bank 0320012280	318,959.66	41,743.67	62,635.99	298,067.34
WWT Savings	Standard Bank 50021008	3,012.33	1,510.31	0.00	4,522.64

WWT Budgetary Reserve	Standard Bank 287245	51,161.78	64.78	0.00	51,226.56
Contingency	\$	51,226.56			
Infrastructure	\$	-			
Total WWT Balance					353,816.54

Total Borough funds 1,117,919.33

Respectfully Submitted:
 Councilwoman Susan Ruskowski
 Borough Manager Jeff Landy

A motion was made by Councilman Crivella to approve the March 2009 Treasurers Report as read. Motion seconded by Councilman McCloy. Motion carried 7-0.

Presidents Report:

A motion was made by Councilman Beranek authorizing Solicitor Toohey to advertise for a Public Hearing to be held on May 4, 2009 at 6:30pm for the purpose of considering an Inter-Municipal Transfer of a Liquor License pursuant to 47 Pa. C.S.S. 461 (b.3) of the Liquor Code of Pennsylvania, as amended. Motion seconded by Councilman McCloy. Motion carried 7-0.

Borough Managers Report:

Borough Manager Landy read the following report:

- Information for summer jobs offered by WorkForce/Career Link is available at the borough office for anyone interested.
- There will be a meeting with Career Link at the borough office on Thursday April 23, 2009 at 3:00pm to discuss the projects at the Little League bathrooms and the concession stand at Frick Park. They will be here 3 weeks so they will do as much as they can in that time.
- Farrell Electric installed LED lights in the traffic signals from College Avenue to Center Avenue.
- Council will have to decide where to take the money from for upgrading the wattage of the decorative lights on Main Street.
- A gentleman from the Borough donated some of his time to repaint some of the yellow lines on Washington Street.
- The homeowner at 151 Morewood Street has asked the Borough to pave the alley behind her residence. Mr. Landy said one solution would be to patch it.
- There will be a demonstration at 9:00 on Friday April 24th of a street sealer if anyone wants to attend. We could use the Liquid Fuels money that was saved in the 2009 Paving Project.
- Mr. Landy brought up the subject of painting the traffic light poles on Main Street. The project will cost approximately \$3,000. Council has to decide where this money should be taken from.
- Revenue from the gas wells was discussed as well as how much free gas remains for 2009.

Waste Water Treatment Report:

Councilman Tate reported that he will be attending the meeting with Career Link on April 23rd at the borough office to discuss the projects scheduled for this summer.

Public Safety Zoning and Ordinance Report:

Councilman Bauer asked Council to let him know as soon as possible of any no-parking or parking changes they would like to make on any of the Borough streets.

Councilman Bauer said he will meet with Councilman McCloy to draft a garbage ordinance for adoption.

Councilman Bauer said he would like to have all new ordinances adopted and sent to Keystate Publishing by June 2009 so that the codification can be completed by July 2009.

Streets Parks and Recreation Report: None

A motion was made by Councilman Tate to adopt Resolution #2009-05 to sign an Agreement to Authorize Electronic Access to Penn Dot Systems. Motion seconded by Councilman Crivella. Motion carried 7-0.

Finance Report:

Councilwoman Ruszkowski told Council that Secretary Fedorchak is putting notes on invoices for line items that are over-budget or getting close. She urged Council to look at their budgets and call her with any questions. Councilwoman Ruszkowski said there will have to be a meeting with the Public Safety Committee to discuss Medic 10 budget line items.

Property:

Councilman Beranek said that the Mount Pleasant VFD has taken down the sign at Veterans Park and it is being stored at the fire station. The sign will be used as a pattern for the new sign which will be powder coated and erected soon.

Community and Eco-Green Report:

Councilman McCloy said that the Borough needs a garbage ordinance and he will be meeting with the appropriate committee to finalize an ordinance that can be advertised and adopted as soon as possible.

Human Resource/Employee Contracts Report:

Councilwoman Stevenson reminded everyone about the upcoming Cemetery Walk hosted by the Mount Pleasant Historical Society on May 2, 2009 from 1pm to 3pm at the Mount Pleasant Cemetery as well as the Mount Pleasant video being shot on the same day.

Community and Economic Development/Grants Report:

Councilman Crivella reported that he attended the Mount Pleasant Business District Authority meeting. The newly elected officers of the BDA are Nino Barsotti, President, Marie Testa, Vice-President, Charlotte Mowry, Secretary and Dale Walker, Treasurer.

A motion was made by Councilman Crivella to allow the BDA to hold a Farmers Market on Wednesdays from 1pm to 6pm and to block off meters at Memorial Square during this time. Motion seconded by Councilman Tate. Motion carried 7-0.

New Business: None

Reading of Communications:

Borough Manager Landy read the following communications:

- There will be an 90 minute ICMA audioconferenece hosted by Smart Growth entitled "Energy Efficiency and Conservation Block Grants and More: How to Compete Successfully for These Federal Stimulus Funds" on April 23, 2009 from 12:00pm to 3:30pm at the Donohoe Center, 214 Donohoe Road, Greensburg, PA 15666. There is cost of \$10.00 payable at the door.
- The demonstration of the crack sealing equipment will be April 24, 2009 at 9:00am. All of Council is welcome to attend.
- Mr. Landy received an email from a company who produce photo ID's. It may be something to think about for our Street Department and WWT personnel.

Discussion and Payment of Bills:

A motion was made by Councilman Beranek to pay all authorized and approved bills. Motion seconded by Councilwoman Stevenson. Motion carried 7-0.

Miscellaneous and Adjournment:

A motion was made by Councilman Beranek to adjourn the meeting. Motion seconded by Councilwoman Ruszkowski. Motion carried 7-0.

Meeting adjourned 9:35pm

Motions from April 20, 2009 Meeting

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