

**Borough of Pitcairn Council
Combined Meeting Minutes
February 14, 2022
6:00 pm**

**Meeting called to order – President Jim Rullo
Stand for Pledge of Allegiance**

Roll Call:

Thomas Dick, Jr.

Megan Law

Lisa Petrosky

Domenic Roberta

James Rullo

Richard Tartaglione

George Toth

Mayor Margaret Stevick

All present with the exception of Megan Law.

Mr. Toth motioned to approve Minutes from the January 10, 2022 Borough Council Combined Meeting. Seconded by Mr. Tartaglione.

Mr. Rullo announced Council held an Executive Session this evening at 5:00 pm to discuss a legal matter.

Citizen Comment

Conditional Use Hearing for Tanya's Catering to be located at 478 Broadway. At Council's request, the Planning Commission previously heard the request and has recommended approval. Tanya Hankins, owner of catering business, shared with Council details of her business and plans to close next week on their purchase of 478 Broadway. Hoping to do occasional themed pop-ups, not a daily restaurant, mainly caterer, wants to eventually job train people as a 501C. She introduced her contractor who will be working with the code department for permits. They will be preparing food and going through the health dept. She thanked the Planning Commission and other borough representatives for being so welcoming.

Mr. Toth motioned to accept the Planning Commission recommendation for a conditional use as a restaurant to Tanya's Catering. Seconded by Mr. Tartaglione. Roll call vote was unanimous with Mrs. Petrosky abstaining as a member of the Planning Commission.

Heather Luimes of Pit Care requested field use for Focus beyond the Field. She read the dates from May to September submitted to Council, they can use any green space but need the bathrooms, will work around other groups and events. **Mr. Dick motioned to approve the dates for field and bathroom use. Seconded by Mr. Roberta; motion carried unanimously.**

Niecy White and her husband of the Lord's Church, distributed copies of their request for playing fields for various events: April 23, June 5, 12, 19, 26, August 12, October 28th. She described new initiatives and summarized the various projects they are doing in Pitcairn along with PitCare, churches and nonprofits for families, children, youth and individuals of all ages.

Mr. Roberta motioned to permit the church to use the ball field and concession stand and Broadway if permissible. Mr. Rullo read the dates. Mr. Dick questioned if any athletic league teams were using the field. Solicitor Matthew Kalina suggested motioning contingent on other groups that might have previously scheduled events or agreements. Mr. Roberta amended his motion to add the contingency upon confirmation of no scheduling conflicts. Seconded by Mr. Tartaglione; motion carried unanimously.

Mayor Betsy Stevick

Mayor Stevick reported police worked 138 calls in January. She read the various fines collected.

She asked for a motion to approve a handicapped parking space at 212 Highland Avenue. Mr. Rullo asked her if Chief had looked at it. He had. Mrs. Petrosky motioned to approve the space. Seconded by Mr. Tartaglione; motion carried unanimously.

Personnel / General –Megan Law

Mrs. Petrosky motioned to approve attending the Turtle Creek Valley Council of Governments Annual Dinner Meeting on February 25th. Seconded by Mr. Dick, motion carried unanimously.

Mrs. Petrosky motioned to approve attending the Allegheny League of Municipalities' yearly conference at Seven Springs, April 7-10th. Seconded by Mr. Roberta; motion carried unanimously.

Mr. Toth motioned to appoint Mrs. Petrosky as voting Delegate and Mr. Roberta as Alternate for the MRM Property and Liability Trust through which the Borough purchases certain insurance policies. Seconded by Mr. Roberta; motion carried unanimously.

Discussion took place between the Solicitor and Council regarding a possible motion to adopt by Resolution a Public Participation Policy for Council Meetings. It was decided that the Solicitor would draft a policy for Council's input and possible adoption in the future.

Streets – George Toth

The 2012 backhoe sold for \$36,100 on Municibid.

Mr. Toth motioned to purchase from Sewer Capital Funds a used pick-up truck from Ron Lewis Automotive to replace the 2012 Ford pick-up truck as discussed in prior budget meetings. After obtaining other quotes and amid a shortage of available trucks that met the Borough's needs, the best quote is \$58,466, a 2020 Dodge Ram, 12,315 miles, warranties included. Seconded by Mr. Roberta; motion carried unanimously.

Mr. Toth motioned to sell the 2012 Ford pick-up truck on Municibid. Jim Comunale in attendance, explained the frame is bad; the bed is falling off but you should get something for it. Seconded by Mr. Roberta; motion carried unanimously.

PennDot will be replacing several handicap ramps on Broadway this Spring as part of their 2021 paving project.

Discussion took place between Council, Dan Coffman the Engineer and Mr. Comunale of potential infrastructure projects for grant applications to meet a March submission deadline. Mr. Coffman described an LSA grant with no required funding match. Mr. Comunale pointed out the temporary bridges are deteriorating and have been there for eight years. He submitted a power point to Council of numerous costly projects that will not be performed as part of the proposed flood project. Mr. Coffman explained if the flood project goes forward, replacing the bridges would be cheaper, a covered pipe rather than a bridge. He confirmed the creek walls will have to be repaired and maintained regardless. He and Mr. Comunale will work out numbers. Mr. Rullo asked why they originally did bridges instead of pipe. Mr. Coffman explained without the project they must accommodate high flow. Mr. Comunale felt the path of the project could have bypassed the school altogether. **Mr. Dick motioned to authorize the engineer and Mr. Comunale to apply for grants for the projects described. Seconded by Mr. Toth; motion carried unanimously.**

This Spring WPJWA will be replacing various residential lead lines within the borough at no cost to the homeowners.

Parks and Recreation – Domenic Roberta

Discussion and possible motion to authorize Engineer to submit a Parks project grant application.

Mr. Coffman: we have a little more time to discuss this one as the application isn't due until May 31st. There is a 15% match. He suggested Council think about possible projects.

At Mr. Roberta's request, Mrs. Petrosky gave the April Night Market update. She motioned to approve the Borough sponsored event on Broadway and playing fields for April 29th, 6:00 pm to 9:00 pm. Seconded by Mr. Roberta; motion carried unanimously.

Finance and Economic Development – Lisa Petrosky

Mrs. Petrosky motioned to pay bills as presented. Seconded by Mr. Roberta; motion carried unanimously.

Discussion took place to refinance the 2017 Bond, potentially to include the financing of Dirty Camp Run Flood Protection Project sponsor adjustments. There are preliminary steps to obtain a quote for possible savings and a lower rate without committing the Borough. Mrs. Petrosky motioned to allow Piper Sandler to prepare preliminary statement for final consideration at a future meeting. Seconded by Mr. Toth; motion carried unanimously.

Mrs. Petrosky encouraged everyone to watch for the opening this Spring of Dosa Cupcakes on Broadway.

Mrs. Petrosky motioned to approve AIM Board request to amend Hillside Avenue Road Slide Remediation Project Loan Documents to correct their typographical error. Seconded by Mr. Roberta; motion carried unanimously.

Mrs. Petrosky encouraged everyone to reach out to Deb Marto and family. Funeral may be Wednesday.

Health and Welfare –Richard Tartaglione

Mr. Turner has submitted his monthly reports to Council. Mr. Tartaglione asked if anyone has a question for Mr. Turner in attendance and there were none.

Discussion and possible motion to authorize Solicitor to draft a vacant property registration Ordinance. Mr. Kalina reported Council received a Word version, still in progress with Mr. Turner's input. The plan would be to motion next meeting to advertise. Mr. Kalina asked Council for their input before the next Meeting. Mr. Rullo asked him to submit a more concrete version to Council before March's Meeting.

Discussion of land fill odor complaints. Mr. Turner reported calling the health department and they suggested reporting on line. He said that Monroeville and the Health Department regulate it. He was told there are two inspectors that visit the site regularly. Mr. Dick added that methane gas is highly explosive and felt the borough should meet with them to discuss the dangers. Mr. Roberta said the smell has been an issue for years and encouraged residents to complain on line. Mr. Turner added they will send inspectors out based on the volume of complaints.

After discussion, Mr. Tartaglione motioned to choose Saturday, April 23, 9:00 am to 12:00 pm for the Janie Summers Memorial Clean Up that is Pitcairn's participation in Pick Up PA in order to

qualify for discounted container fees and supplies. Seconded by Mr. Roberta; motion carried unanimously.

Electric – Tom Dick, Jr.

Mr. Dick reported that several members of Council and Mr. Comunale attended a Meeting arranged by Ms. Dietz with representatives from Duquesne Light regarding chronic transmission outages. He asked Mr. Comunale to summarize their plans. Mr. Comunale: they will upgrade their switches to intelligent switch. He will have to work out the logistics with them to protect the substation. Will help with duration of outages. They are going to replace their deteriorating line into the substation this year as opposed to 2023. The third component is for Pitcairn to invest in the substation to handle two taps. Mr. Comunale estimated the Borough could do it for \$100,000, \$300,000 if contracted out. Mr. Comunale cautioned he may be retired before the project begins, that the Borough would have to hire linemen and use its equipment. Mr. Dick added that all of these measures will cut down on the outages significantly.

Mr. Dick motioned to authorize the electrical engineer to conduct a cost and feasibility study regarding a second tap coming into the substation. Seconded by Mrs. Petrosky; motion carried unanimously.

Mr. Dick reported that Duquesne Light will be replacing multiple poles throughout the borough this Spring. Mr. Comunale is coordinating with their project manager.

Discussion took place regarding possible motion to sell the old bucket truck on Municibid. Mr. Comunale suggested selling them both of the oldest trucks, adding the new bucket truck has the height of the old one. Mr. Comunale added the smaller old bucket truck needs \$12,000 worth of work to pass inspection for high voltage work. **Mr. Dick motioned to sell both on Municibid with Mr. Comunale given the authority to choose the timing. Seconded by Mrs. Petrosky; motion carried unanimously.**

Public Safety – Jim Rullo

Pitcairn has been awarded a grant in the amount of \$42,000 to purchase a new police vehicle.

Mr. Rullo motioned to accept the resignation of Officer Stefan Lawson who is taking a position with the State Police. Seconded by Mr. Roberta; motion carried unanimously.

The borough will conduct Civil Service Testing March 1st.

Mr. Rullo motioned to adopt by Resolution the 2022 EOP/NARM manual. Seconded by Mr. Roberta; motion carried unanimously.

Solicitor's Report

Nothing more to add.

Engineer's Report

Nothing more to add.

Borough Manager's Report

Ms. Dietz read aloud the bank fund balances and summarized the Real Estate Tax Collection. The year to date compared to budget has been submitted to Council. Ms. Dietz reported she has filed the yearly reports to the DCED, Pennsylvania Auditor General, PennDOT Liquid Fuels and Department of Energy.

Dirty Camp Run Flood Protection Project Update by Civil Engineer Manager, Shane Erdman, of the DEP. Mr. Erdman gave a power point presentation about the project. It touched on the historical time line of the flood and project design phase. There is \$12M allotted for the project including \$1.4M for design and contingencies. He described the 3 partners in the project: the DGS for funding and administration reviews everything first and they request the money be released. The DEP is the project designer, and the Borough is the Sponsor. The DEP handles specs, permits and approvals, assist borough in utility relocation, inspectors. Borough would do maintenance once it is done. After the project is completed, the DEP can assist in guidance to petition for change in flood maps and will conduct yearly inspections to be sure the borough maintains it. Pitcairn's estimate cost in 2004 was \$1.36M, includes all land acquisition, sponsor adjustments, provide DEP with \$39K performance security, establish an escrow acct of \$13K a year.

He displayed the timeline of project thus far since authorization in 1994. DEP proposed four alternatives in 1999. Borough chose one in 2000. Final design phase was 2006. Anticipated bidding phase could be 2022. Project construction could be summer 2022 through winter of 2025.

Mr. Erdman went through definitions of 100 year storm, permanent easements, temporary easements, sponsor adjustments are relocation or removal at cost to borough of utility lines, structures, fence, shed, pools, etc. that may interfere. He went through design stats. Project estimated to be \$10.8M He displayed drawings overlaying a map of Pitcairn to show the path of the culvert along Wall Avenue to Turtle Creek. Dan Coffman interjected that there will still flow in the current channel but in high flow conditions, it will be diverted to the new culvert. Mr. Erdman shared photos of this type of construction and what the u channel looks like. Also precast concrete box culverts. The u channel will have a fence around it and drainage structures along its path and gates the borough vehicles can access to do maintenance.

Discussion took place as to next steps. Highlights included: once all the easements are approved, DGS will then advertise for bidding. Mr. Coffman: the DGS is very careful to check every plat's measurements, names on old agreements. Mr. Kalina: we are actively working on the land acquisition and nearly done. Mr. Coffman asked Mr. Erdman: we have a grant that will expire in December, can we pay some project costs up front so we don't lose it. Mr. Erdman offered to look into that. Mr. Comunale: the borough and Duquesne Light will have to work closely with the construction to orchestrate the movement of electrical poles. Not sure if that's in the sponsor adjustment estimate. Mr. Coffman: Wall Avenue will impacted for quite some time. Mr. Dick: does the estimated \$1.3m include the poles. Mr. Coffman: in 2019 EADS updated the estimate. Some grant money has already been used to relocate other utilities. Due to Covid prices will be higher.

Mr. Roberta motioned to authorize the engineer to provide a new 2022 estimate for Pitcairn's sponsor adjustments. Seconded by Mr. Dick; motion carried unanimously. Ms. Dietz asked if specs for the borough's sponsor adjustments could be included in the DEP specs. Mr. Coffman: in the past the DEP indicated yes, it was possible, the sewer and other utilities, not the electric, paving or sidewalks. Mr. Erdman: some items the DEP could perform and the borough reimburse them. Mr. Rullo: has the borough paid the \$39K already. Mr. Erdman was not sure if it was done ahead of time or after it was finished. Mr. Erdman closed by distributing drawings and offered to send digital ones.

Mrs. Petrosky motioned to Adjourn at 8:30 pm. Seconded by Mr. Tartaglione. Motion carried.

Respectfully submitted,
Annette Dietz