

BOROUGH OF EDGEWOOD
INDEX TO THE MINUTES OF THE COUNCIL MEETING OF FEBRUARY 16, 2010

MOTION SUBJECT	MOTION NUMBER	PAGE
Adjournment	11	10
Bills, Motion to Authorize Payment	5	3
DCED Grant (Police Vests), Motion to Authorize Application	9	10
Estimate #5, Motion to Pay	6	9
Koenig Fieldhouse Apartment, Motion to Authorize Management and Rate Change	10	10
Minutes (Amended) (February 1, 2010), Motion to Approve	4	3
Minutes (Amended) (January 19, 2010), Motion to Approve	2	2
Minutes (February 1, 2010), Motion to Approve	3	2
Minutes (January 19, 2010), Motion to Approve	1	2
Tax Appeal, Motion to Join With Woodland Hills	7	9
Tax Appeal, Motion to Authorize Borough Solicitor To Appeal Towne Centre Assessment If Woodland Hills Does Not	7(a)	9
Value Asset Evaluation Methodology, Motion to Use	8	9

**BOROUGH OF EDGEWOOD
MINUTES OF THE MEETING OF COUNCIL HELD
TUESDAY, FEBRUARY 16, 2010**

President Patricia Schaefer called the Meeting of the Council of the Borough of Edgewood to order on Tuesday, February 16, 2010 at 7:35 PM in the Municipal Building.

Borough Manager Warren Ceconi called the roll and the following responded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer.

Mr. Bowers was absent.

Mayor Davin was in town and available by phone and Borough Solicitor Barry and Junior Councilperson Horner were also present.

The Pledge of Allegiance was recited.

ITEMS FROM THE FLOOR

None.

COMMITTEE ACTION

M-1 Ms. Gleba moved to approve the minutes of January 19, 2010. Second by Mr. Hellett.

DISCUSSION: Ms. Waldock made corrections to motion seven under discussion replacing "Planet Fit" with "Phillips Edison."

Prior to the vote, Mr. Hellett withdrew his second and Ms. Gleba withdrew her motion, restating it as shown below. **MOTION AMENDED AND RESTATED.**

M-2 Ms. Gleba moved to approve the amended minutes of January 19, 2010. Second by Mr. Hellett.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

M-3 Ms. Gleba moved to approve the minutes of February 1, 2010. Second by Mr. Hellett.

DISCUSSION: Ms. Waldock had changes to the Library Board report, requesting that the first occurrence of Ms. Waldock and Ms. Schaefer be removed.

Prior to the vote, Mr. Hellett withdrew his second and Ms. Gleba withdrew her motion, restating it as shown below. **MOTION AMENDED AND RESTATED.**

M-4 Ms. Gleba moved to approve the amended minutes of February 1, 2010. Second by Mr. Hellett.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

M-5 Ms. Gleba moved to authorize the payment of bills, for goods and services received by the Borough, having been reviewed and approved by the General Government Committee in the amount of \$88,004.90. Second by Mr. Wilson.

DISCUSSION: Ms. Waldock stated that bills are reviewed carefully by the General Government Committee and the bills which they receive with their packets are the ones which will be approved.

Ms. Gleba asked that if bills are received after the packets are distributed, and they can be paid with the next billing cycle, this is what should happen.

Mr. Cecconi stated that, unless there is an emergency, the bills will be saved until the following meeting for payment where General Government will review the bills in their entirety.

THIS MOTION, INITIALLY READ WITH AN INCORRECT AMOUNT, WAS WITHDRAWN, AMENDED AND RESTATED WITH THE CORRECT AMOUNT (SHOWN ABOVE).

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

NEW BUSINESS

Mr. Hellett set a Public Safety Committee meeting for February 22, 2010 at 7:30 PM.

COMMITTEE REPORTS

GENERAL GOVERNMENT REPORT

Ms. Gleba shared information regarding the PA Association of Boroughs meetings for any Council member interested in attending.

DISCUSSION: Ms. Schaefer said that the Borough has not attended, but should. She stated that this year the meeting is in downtown Pittsburgh. She extended to Council an invitation to attend these sessions and said that they should contact Mr. Cecconi if they are interested.

Ms. Gleba then gave Mr. Cecconi information on Code of Ethics, stating that this tells what it is proper to accept.

Ms. Schaefer asked that this information be placed in the packets.

Responding to Ms. Waldock's inquiry as to whether this Code should be adopted at some point, Ms. Schaefer said that it would a good idea to do so.

Ms. Waldock wanted to know how this worked with the Mayor and employees and Ms. Schaefer said that this will be added to the Personnel Manual.

Mr. Hellett said that past Councils have been really good about not accepting gifts, possibly in an overly cautious manner.

Ms. Gleba stated that the Committee looked at the Borough's extraneous spending, including plaques, gifts, flowers and the like. She noted that if a Council member attends a required session, Council will pay; however, the Council member's attendance at other meetings should be from their own pocket.

Ms. Gleba said that there are two policy options, one in which Borough money will be spent on the above items, and the other being \$500 per year as a set-aside for each purpose. Allocations, according to Ms. Gleba, will be made by Council.

As an aside, Ms. Gleba said consideration was given to residents donating money for such items as soft drinks or snacks for retirement parties. She then asked Council's opinion.

Mr. Hellett asked to view the spreadsheet used in researching this issue and asked if there are legal issues for consideration with regard to accepting donations.

Solicitor Barry noted that he needed to look at the policy and that if the policy is amended, a resolution will be required. He said that in his nine years here, there has been no illegality for employee recognition awards and that everything is appropriate and in order and that there are no issues concerning this either generally or specifically.

It was Mr. Hellett's opinion that it would be hard to ask residents to contribute to recognition programs, since it is difficult to get them to even coach T-ball.

Giving background information, Ms. Schaefer said that this discussion was started with an inquiry about how much the Borough contributed to things. She said that the outlay for the employee recognition program (in multiples of five years) has been minimal as the employee got a gift certificate and a proclamation. It was Ms. Schaefer's opinion that those things should be standard.

Ms. Schaefer said that collecting from residents would be difficult since there are good and bad years and this might cause an employee to be missed on his or her service date. She went on to say that the difficulty comes in with things like flower arrangements for death, marriage or a new baby and it is those things that need to be reviewed. Inadvertently, Ms. Schaefer noted, these things might not be equal. She said that setting a \$500 amount and having guidelines is a good thing.

Ms. Waldock advocated spending from this fund by Council approval.

Ms. Gleba said that employee-related items would be looked at separately from gifts and flowers.

Ms. Schaefer shared that the tradition has been to acknowledge service time and talents of past Council members with plaques, and with respect to employees, there are service awards.

After further discussion, it was decided that Ms. Gleba would email Mr. Hellett and Ms. Schaefer ideas for keeping costs down.

Ms. Schaefer will mail the Code of Ethics to Solicitor Barry.

PUBLIC SAFETY/POLICE REPORT

Mr. Hellett reported that the Public Safety Committee met and discussed short- and long-term issues, including the hiring of part-time officers; the sergeant's examination and the expiration dates of the bullet-proof vests, which Mayor Davin is passionate about getting.

DISCUSSION: Mr. Caufield of Representative Costa's office and Mr. Cecconi discussed the timeframe for receiving the vests.

It was Mr. Hellett's opinion that the vests would be replaced as their expiration dates arrive.

Mr. Hellett then spoke regarding the Police Department being in the exploratory phase of carrying rifles in their cruisers. He reported that one cruiser was lost since the last meeting, but that the Chief is hoping to salvage the hardware.

He also reported that Mayor Davin had items which will be discussed at Executive Session.

In response to Ms. Waldock's questions regarding the Police Report, Ms. Schaefer said that the report has been in the same format for years. She felt that Council may be able to work with the Chief on what is really needed, possibly reducing the report to one page to eliminate paper and also make the report more efficient.

Mr. Hellett explained what false alarm fees are, stating that since the alarm fee was instituted, the calls have dropped dramatically to those residents who have called five or more times.

COMMUNITY DEVELOPMENT

Ms. Waldock said that the Committee failed to meet and that there is nothing pressing for the Committee at this time.

DISCUSSION: None.

PUBLIC WORKS

Mr. Wilson reported the sewer system connected to Wilkinsburg on Allenby Street would cost approximately \$190,000 to repair. He said there is infrastructure in need of repair and also stated that Nine Mile Run needs to have long-term fix.

DISCUSSION: Ms. Schaefer noted that there have been previous conversations about moving the Tot Lot to the basketball court. She stated that some of the grants are matching grants and the Borough cannot comfortably apply for those. She stated that this needs to be done, as in the spring the Borough is constantly scraping and disinfecting the area.

Ms. Schaefer mentioned that Mr. Cecconi will be giving a tour of the culvert for Council to see exactly what is being discussed.

Speaking of the spring flooding following the extensive snowfalls, Ms. Schaefer mentioned that she has spoken with Mr. Schombert regarding a thaw summit for elected members. She noted that the Borough missed the FEMA distributions in June as there were not enough real-time documents to present to them.

Ms. Schaefer talked with Mr. Bowers about utilizing the Western PA School for the Deaf, the COG and the Intercouncil. She said there is more to come on this subject.

Ms. Waldock felt that Public Works needed to uncover the catch basins and Mr. Cecconi said this is happening as time permits in the work schedule.

Mr. Bright said that residents push the snow into the street.

Ms. Schaefer commended Mr. Cecconi for telling residents to be "good neighbors." She then asked Mr. Cecconi to put this in the newsletter and on the website.

Ms. Waldock inquired about residents who do not shovel their sidewalk and Mr. Cecconi explained the process.

COMMUNITY SERVICE REPORT

Mr. Wilson said that the Committee has not met.

DISCUSSION: None.

PERSONNEL COMMITTEE

Mr. Hellett stated that the Committee did meet and the major discussion was the performance review forms currently being used. He said the Committee is in the process of tweaking and revamping the forms and defining duties in various departments.

DISCUSSION: None.

PENSION COMMITTEE

Mr. Bright stated that the Committee met February 8, 2010 regarding managing the investment plan. He said that the change from Nationwide to Charles Schwab was a good idea as Nationwide has a limited group of investment plans. He further stated that Mr. Dalessandro will give updated information that will be presented to Council.

DISCUSSION: Mr. Barry asked Mr. Bright to share with him what is being done. After further discussion, Mr. Barry asked Mr. Bright if there is something which might expedite the process. Mr. Bright felt that things are reasonably safe for the next few weeks.

Mr. Cecconi stated that Mr. Wilson and Mr. Hellett also have an understanding of the market.

Mr. Hellett said that more than growth performance yield will be reviewed. The income stream needs to be reviewed, also, according to Mr. Hellett. He stated that the plan expert will be in to explain the system and that the information will be brought before Council once it is available.

After questioning the discomfort level with waiting for the process to unfold, Ms. Waldock asked if a motion to move forward should be made.

Mr. Cecconi said that action will be taken on the current allocation.

Mr. Bright then gave his view of the market and the economy and its leading indicators.

Ms. Schaefer reiterated that, by consensus, the Pension Committee is feeling confident with what the plan is going to be and asked if some guidance or motion with respect to delegating funds at this time is needed and was answered in the negative.

Mr. Hellett suggested a conference call with Mr. Dalessandro regarding the current state of the market.

Solicitor Barry was answered in the affirmative by Mr. Cecconi when he asked if an investment policy existed.

Further discussion of the investment policy followed and Ms. Waldock asked how quickly the Borough gets in line with the policy.

Mr. Hellett gave his views of the investment plan, speaking about dollar cost averaging. He stated that Charles Schwab has platform, non-loaded funds.

AD HOC COMMITTEES

COMPREHENSIVE PLAN/PORT AUTHORITY AGREEMENT COMMITTEE

Mr. Cecconi said that the closeout report is being completed.

DISCUSSION: Ms. Waldock asked what the next step is following the closeout.

INTERCOUNCIL COMMITTEE

Mr. Hellett stated that the Committee did not meet.

PARCEL D COMMITTEE

Ms. Waldock said that the Committee has not met. Her impression was that this Committee would be rolled into the Comprehensive Plan.

DISCUSSION: Ms. Schaefer confirmed Ms. Waldock's impression.

3 RIVERS WET WEATHER DEMONSTRATION PROJECT

Ms. Schaefer noted that previous discussions have occurred during the current meeting.

DISCUSSION: None.

BOROUGH SOLICITOR REPORT

Mr. Barry acknowledged the smoothing option on tonight's agenda. He also looked at the property management agreement for the apartment at Koenig Field.

As well, he noted that Act 44, passed in 2009, dealt with conflict of interest in pension issues. He reported that Act 205 legitimized the drop pension.

Ms. Schaefer and Mr. Cecconi both noted that the DROP plan has expired for the Borough.

BOROUGH MANAGER REPORT

Mr. Cecconi reported that Public Works Director Guerriero and his staff have focused on the Edgewood streets, but have also cleared the Regent Square area and the Borough catch basins. He stated that the area around Edgewood Primary School has been opened.

The tree which came down on Washington Street during the snow event is the resident's responsibility, according to Mr. Cecconi.

Mr. Cecconi reported that all Public Works equipment is back to full strength.

Mr. Cecconi noted that Waste Management has picked the garbage up in over 95% of the Borough, except for private alleys.

Regarding the LaCrosse Street sinkhole, Mr. Cecconi reported that this is a storm sewer line belonging to Swissvale and that Glenn Engineering will be working on this either today or tomorrow.

As for the Train Station, Mr. Cecconi reported that currently the contract is complete. The project came in about \$96,000, but is now at \$107,000 and there is \$50,000 left to spend. Regarding the RFP for the Train Station, ownership information on the Allegheny County website is currently being researched.

DISCUSSION: Further detailed discussion ensued regarding the Train Station.

Mr. Cecconi continued his report, stating that an assessment of the baseball program would be done. He stated that he has talked with Mr. Veltre and there will not be a COLT team due to low numbers.

Regarding the phone system, Mr. Cecconi spoke with Cavalier and the current pricing that the Borough has is lower than Cavalier's.

Mr. Cecconi stated that, unless there is an emergency, bills will be saved for signature until the next meeting.

Ms. Waldock mentioned the position of the Swissvale side of LaCrosse Street sanitary and storm sewer lines and was told by Mr. Cecconi that Edgewood Borough's lines are almost on top of each other.

Ms. Schaefer noted that an Executive Session would be held. As well, she reviewed several upcoming meetings, including the Pennsylvania State Associations of Borough's meeting in April and the COG dinner on February 26, 2010 featuring Mayor Ravenstahl as the keynote speaker. Ms. Schaefer asked that anyone wanting to attend contact Mr. Cecconi.

M-6 Mr. Wilson moved to approve Estimate #5 in the amount of \$15,891.46, as recommended by the architect, Rick Avon, of Lami Grubb Architects. Second by Ms. Gleba.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

M-7 Ms. Gleba moved to join Woodland Hills School District in the tax appeal of Edgewood Station property by paying a percentage of appraisal based on millage (our cost \$1,470.00). This will be contingent on the School District appealing the assessment. Second by Mr. Hellett.

DISCUSSION: An extensive discussion followed.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

At this point, the Council discussed what would happen if the School District decided not to appeal. The Borough would not only have to pay a refund for 2009, but would not receive the same amount in 2010 taxes, resulting in a decrease of real estate tax revenues of approximately \$50,000 in 2010.

Several minutes of discussion following which Solicitor Barry then stated that it would cost around \$10,000 to \$12,000 if the Borough wanted to appeal on their own.

M-7(a) Ms. Waldock moved to authorize the Borough Solicitor to appeal the Towne Centre tax assessment if the School District doesn't appeal. Second by Mr. Hellett.

DISCUSSION: The Solicitor will check with the School District attorney before filing an appeal.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Mr. Hellett, Ms. Schaefer voted yes. Ms. Gleba voted no. **Motion carried.**

- M-8 Mr. Bright moved to use a smoothed Value Asset Evaluation Method with additional smoothing in the 2009 actuarial report. Second by Mr. Hellett.

DISCUSSION: Mr. Cecconi stated that based on the 2009 MMO funding obligation for 2010, the cost will be \$92,568, with the remainder of the money coming from general revenue. Mr. Cecconi gave the breakdown of pension costs.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

Mr. Cecconi opened a discussion of the Koenig Fieldhouse apartment and the current contract, which will expire at the end of 2010. It was Mr. Cecconi's opinion that the rent should be raised to \$550.00 per month and the tenant should be required to pay electricity.

Ms. Schaefer then asked for a motion.

- M-9 Ms. Waldock moved to authorize Kefalos Associates to be the manager for the Koenig Fieldhouse apartment and, further, that the rent be raised to \$550.00 per month plus electricity. Second by Mr. Hellett.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

- M-10 Mr. Hellett moved to authorize Police Chief Payne to apply for a DCED grant for \$5,000 for police vests and equipment. Second by Ms. Waldock.

DISCUSSION: None

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

ADJOURNMENT

- M-11 Following an Executive Session which lasted from 10:50 PM to 11:25 PM, Ms. Waldock moved to adjourn the meeting at 11:35. Second by Mr. Bright.

DISCUSSION: None.

Upon roll call vote, the following was recorded: Mr. Bright, Ms. Waldock, Mr. Wilson, Ms. Gleba, Mr. Hellett, Ms. Schaefer voted yes. **Motion carried.**

Warren Cecconi, Borough Manager