

BOROUGH OF EDGEWOOD  
 INDEX TO THE MINUTES OF THE COUNCIL MEETING Of July 18, 2011

MOTION SUBJECT	MOTION NUMBER	PAGE
Adjournment	M-6	9
Bills	M-3	3
Minutes of June 20, 2011- (Motion to Approve)	M-1	3
Minutes-of July 5, 2011 (Motion to Approve)	M-2	3
Part time Police Wages	M-4	8
Sgt. Kaskie Compensation	M-5	9
Elimination of Director of Finance Position	M-6	9
Creation of Part-Time Bookkeeper Position	M-7	9
Advertisement of New Part-Time Bookkeeper Position	M-8	9

**BOROUGH OF EDGEWOOD**  
**MINUTES OF THE COUNCIL MEETING OF July 18, 2011**

**CALL TO ORDER**

President Schaefer called the meeting of the Borough of Edgewood to order at 7:32 PM in the Municipal Building.

**ROLL CALL**

Upon roll call, the following responded: Mr. Bright, Mr. Bowers, Ms. Waldo, Mr. Wilson, Ms. Gleba, Mr. Fuller and Ms. Schaefer.

Mayor Hellett and Solicitor Barry were also present.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**INTRODUCTION OF OFFICER KIER**

Mayor Hellett and Chief Payne introduced to Council the newest member of the Edgewood Police Department, Officer Kier. Officer Kier was sworn in on Wednesday July 13, 2011.

Chief Payne stated that on Officer Kier's second day of work, he was able to witness the collaborative nature of the Police Department while responding to an overturned vehicle accident on Edgewood Avenue. Officer Kier experienced the work of the police department, volunteer fire department and EMS as they managed to free the driver from the vehicle. Chief Payne stated that this allowed Officer Kier to see the good working relationship between agencies, and how everyone has a distinct role. Chief Payne stated that he was happy to have Officer Kier on the force.

President Schaefer welcomed Officer Kier to Edgewood, and stated that Council was happy to have him on the streets.

**ITEMS FROM THE FLOOR**

**Ruther Pickering: 416 Locust Street**

Ms. Pickering stated that she had three questions to ask. She first asked if any progress had been made on cleaning a lot on Morris Street.

Manager Cecconi stated that the code department had sent letters to the development corporation about the property. A citation would be issued by the code enforcement officer if no improvements were made within the time stated in the warning letter.

Ms. Pickering asked when work was going to begin on the back doors of the Borough Building.

Manager Cecconi stated that, weather permitting work would begin tomorrow morning, July 19, 2011.

Ms. Pickering asked if the Borough had purchased yellow paint. Manager Cecconi responded that it had.

Ms. Pickering presented a plaque to Chief Payne to accompany the American Flag and Commonwealth of Pennsylvania Flag that were donated March 21, 2011 from Judge McGregor's chambers in the Allegheny County Court of Common Pleas.

Chief Payne accepted and thanked Ms. Pickering for the plaque, and said Police Department was pleased to display both the plaque and the flags.

**M-1 Ms. Gleba moved to approve the minutes of June 20, 2011, as amended, Second by Mr. Wilson.**

DISCUSSION: None

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

**M-2 Ms. Gleba moved to approve the minutes of July 5, 2011, as amended, Second by Ms. Waldock.**

DISCUSSION: None

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

**M-3 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, from the General Fund, in the amount of \$383,243.16 which includes early repayment of Tax Anticipation Note and from the Sewer Fund in the amount of \$355.80 for a total of \$383,598.96, Second by Ms. Waldock.**

DISCUSSION: None

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

#### **GENERAL GOVERNMENT**

Ms. Gleba reported that the TAN loan will be paid off tomorrow. She also reported that the general government committee reviewed the Borough's funds and discussed a transfer of extra funds from the health insurance category to the maintenance category in order to assist with funding building repairs such as window replacements and repairs to the heating system. Ms. Gleba reported that the Borough was doing well on funds, and any overages in certain line items were expected.

Ms. Gleba also stated that the Community survey has over 200 responses from residents. This exceeds the target goal of 200 responses. She stated that the survey would continue to run

through August, and suggested the possibility of setting up wireless computers at Community Day so that those in attendance could complete the survey.

Ms. Waldock believed this might create a problem, as the survey is set up to only register one survey response from an IP address.

President Schaefer asked if this meant only one survey could be recorded per household.

Ms. Waldock responded that each computer could only complete one survey. Ms. Waldock stated that the questions in the survey were written in a manner that included wording such as "you and your family" in order to take this into account.

Ms. Gleba stated that the one response per IP address feature may be able to be removed from the survey, and that she would contact the graduate student who helped create the survey to determine if this could be done for Community Day.

#### **POLICE REPORT**

Mayor Hellett read the highlights of the June police report and explained the categories and statistics on the report. A copy is on file in the Borough Office.

President Schaefer asked if anything special is done with repeat parking offenders, particularly those who repeatedly park commercial vehicles on the street overnight.

Chief Payne stated that those who illegally park on the street are being cited, and pay their fines. No issues have been brought to his attention by residents about parking.

President Schaefer asked how much each citation costs.

Chief Payne responded that the fee is \$10.00.

President Schaefer stated that on Chestnut Street, commercial vehicles commonly park overnight, making it difficult for residents to access their driveways or maneuver around the vehicles. President Schaefer believes that the vehicles are being ticketed and the owners are paying the fines, but questioned whether the \$10.00 fine was enough deterrence for the vehicle's owners. President Schaefer stated that she thinks some people are abusing the ordinance and impeding on other residents. She also asked if the vehicles presented a public safety concern, and if they would be in the way of ambulances or emergency vehicles trying to drive down the street.

Mr. Wilson asked if the owners of the vehicles are paying their fines. Chief Payne responded that they are paying.

Ms. Waldock stated she believes the Borough has two options. First, Council should ensure that the ordinance says no commercial vehicles can park on the street. And secondly, it could raise the fine associated with violating the ordinance. Ms. Waldock stated that if the violators are paying their fines, she isn't sure if there is anything that can be done.

Chief Payne stated that if the vehicles present a public safety concern, the Borough would move the vehicles for the owners if they refused. He stated, however, that there were no complaints or issues presented to the Police Department.

Mr. Bowers asked how often the commercial vehicles parked overnight on Chestnut Street, and if it occurred on a regular basis.

President Schaefer stated that the vehicles usually parked on the Street over the weekends, and in the winter months a snow plow is parked on the street.

Solicitor Barry stated that the Borough's ordinance states that after five citations, the fee can be raised to \$25.00, and that the ordinance does specifically prohibit commercial vehicles from parking on streets, but gives the option for the owners of commercial vehicles to rent a space in the Borough's lots. Solicitor Barry stated he does not believe the ordinance needs to be amended, as it already reads the fines can be \$25.00.

Ms. Waldock stated that a \$25.00 fine might make a difference if the vehicles were ticketed every night that they park on the street.

#### **PUBLIC SAFETY**

Ms. Waldock asked Mayor Hellett and Chief Payne if they were considering hiring any more part time officers, and if so they should let her know so that interviews can be scheduled.

Chief Payne stated that he is currently going through applications, and will let her know if any candidates should be interviewed.

President Schaefer pointed out that the Council is receiving consistent, positive feedback about the Police Department and should be proud of the force.

Ms. Waldock asked if there was a reason for the school guard Ms. Sciulli to direct traffic during the summer months.

Chief Payne stated that Ms. Sciulli controls the traffic light at Race Street and Pennwood Avenue, as she has been doing for 20 years.

Ms. Waldock asked whether it had been evaluated whether or not this is needed during the summer.

Ms. Gleba stated that when school is not in session the traffic at this intersection is greatly reduced.

Ms. Waldock asked what times traffic was bad in the mornings, and if Ms. Sciulli is going to be controlling the light, perhaps it should be evaluated what hours she is needed.

Mr. Bright stated that he believes the traffic at this intersection is not caused by cars getting on the parkway, and traffic only occasionally uses this ramp.

Mr. Bowers asked if we could talk to Ms. Sciulli about the traffic during the morning hours. He also suggested taking her off of traffic light duties for a week to determine what the effect would be on traffic, and see if she is needed to control the traffic light.

Chief Payne stated that Council could certainly talk with Ms. Sciulli, as she would be the individual who best understand the morning traffic. Chief Payne stated that she is an honest person and would tell the truth about if she were needed. Chief Payne stated that the main concern with traffic might be that it would back up in front of the Borough Building, making it difficult for police vehicles to exit the building.

Ms. Gleba asked if "do not block entrance" signs were located in front of the Borough Building driveway.

Manager Cecconi stated that these signs were in place, but difficult to see when turning onto Race Street.

Ms. Waldock stated the public safety chair from Wilkesburg Borough had contacted her about a possible community crime watch for Regent Square. Ms. Waldock said she would forward any information to Chief Payne and Mayor Hellett.

Mr. Wilson stated that he is aware of a group in Wilkesburg Borough that is interested in pursuing a safety watch between the two Boroughs.

Ms. Waldock stated that Chief Payne would meet with the group if they so desired.

**COMMUNITY DEVELOPMENT**

Mr. Fuller had nothing to report.

**PUBLIC WORKS**

Mr. Fuller had nothing to report.

**COMMUNITY SERVICES**

Mr. Wilson had nothing to report

**PERSONNEL**

Mr. Bowers stated that an executive session would be held to discuss personnel matters.

**PENSION**

Mr. Bright had nothing to report.

**AD HOC COMMITTEES**

**INTERCOUNCIL**

Mr. Wilson stated that the COG was setting up a meeting with Highmark to discuss the current state of health care. The next COG meeting will be on September 22, 2011 and will focus on the future of local governments.

**3 RIVERS WET WEATHER-CONNECT**

President Schaefer reported that 3 River Wet Weather will hold its next meeting on July 22, 2011. CONNECT will hold a meeting of its executive committee on July 21, 2011 in the Edgewood Borough Council Chambers.

**SOLICITOR'S REPORT**

Solicitor Barry stated that the section of the Borough ordinance that deals with commercial vehicle parking is 192-26, and was amended in 2005. Solicitor Barry stated that if Council wishes to raise the fees for commercial vehicles parking on Borough streets, this would be the section that would need to be amended. If the vehicles cause a risk to public safety, the Borough has the authority to move the vehicles.

Solicitor Barry also stated that in reference to Sergeant Kaskie's stipend, paying a flat fee would be more advisable than paying a fee after taxes.

**BOROUGH MANAGER'S REPORT**

Manager Cecconi reported that the July 11, 2011 movie night in the park was cancelled due to inclement weather. Manager Cecconi also asked that any information members of Council would like added to the new Borough directory be sent to him by July 22, 2011.

Ms. Gleba asked if Council would have the opportunity to edit the directory before it was published.

Manager Cecconi responded that they would be sent a copy to edit in August.

Manager Cecconi reported that the Borough Building had an energy assessment preformed on it last week, and work to retrofit the building's light fixtures is set to begin in September.

Manager Cecconi stated that the new version of the personnel manual was distributed to all Borough employees, who were asked to sign a form stating they had received and read the manual.

Manager Cecconi stated that work on the double doors in the back of the borough building would begin tomorrow.

Mayor Hellett asked Manager Cecconi to inform Council of an issue involving tree trimming and power lines.

Manager Cecconi responded that there are two dead trees on East End Avenue. The Borough's arborist went out to trim the tree limbs, but stated that he is only allowed to trim below the power lines and not above the power lines. Manager Cecconi stated that he would be setting up a meeting with Duquesne Light and their arborist to discuss what to do with the tree limbs above the power lines so that they do not fall and cause damage.

**NEW BUSINESS**

None

**COMMITTEE ACTION**

Ms. Gleba stated that Council needed to schedule a committee of the whole meeting for July. It was agreed that the meeting would take place July 25, 2011 at 7:00 PM in the Council Chambers.

President Schaefer asked that Council schedule committee of the whole meetings for the fourth Monday of each month from July until November, as budget preparations will require such meetings.

Solicitor Barry stated that these meetings would need to be advertised and advertising them as Special Meetings would allow council to vote and take any action necessary at the meetings. Solicitor Barry stated that they should be advertised as a special meeting for general purposes.

Mr. Bowers asked Solicitor Barry if, when a resident comes from the floor and asks about a specific property and owner, Council has to divulge this private information.

Solicitor Barry said that Council does not have to respond or report on private properties and their owners. Solicitor Barry stated that Council cannot stop a citizen from asking a question or commenting on a property, but Council does not need to provide a report on the property in a public meeting.

Ms. Waldock suggested that in the future when someone from the floor asks about a property, Council responds by saying "upon advice from our solicitor, we are no longer giving specific details on these private properties in a public meeting."

Mayor Hellett asked Chief Payne to brief Council on the COG's chief meetings.

Chief Payne stated that the COG has discussed forming a SWAT team, with a CERT team and command post. Chief Payne stated that Allegheny County already provides SWAT services to its municipalities. Chief Payne expressed his belief that a COG SWAT team would divert money away from areas where it is really needed, such as helping to fund police radios.

Mayor Hellett agreed, stating that the Borough already has access to SWAT through the County, and that the start-up costs associated with a COG SWAT team would be outrageous.

Ms. Waldock suggested that Mr. Wilson let the COG know that the Edgewood Borough Council has determined the COG SWAT team is not a necessity.

- M-4 Ms. Waldock moved to increase starting wages for newly hired part time police officers to \$13.00 per hour. After working 500 hours for the Borough, the hourly rate will increase to \$14.00 per hour. This increase will be for officers hired after July 9, 2011. Currently employed part time officers Markus and White's hourly rate will be increased to \$14.00 per hour, effective with the pay period commencing July 2, 2011, Second by Mr. Wilson.**

DISCUSSION: Manager Cecconi asked if this would apply to the newly hired Officer Kier.

Chief Payne stated that Officer Kier was sworn in on July 13, 2011, so it would apply.



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

- M-5 Ms. Waldock moved to issue a stipend in the gross amount of \$600.00 to Sgt. Susan Kaskie for the additional management duties performed when the position of Police Chief was vacant, **Seconded by Mr. Fuller.**

DISCUSSION: None

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

**EXECUTIVE SESSION**

Executive Session was called at 8:45 PM to discuss personnel matters.  
The session ended at 10:12 PM.

- M-6 Mr. Bowers moved to eliminate the position of Director of Finance effective July 31, 2011, **Second by Ms. Gleba.**

Discussion: None

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

- M-7 Mr. Bowers moved to create a new part-time bookkeeper position pursuant to the attached job description, **Second by Mr. Bright.**

Discussion: None

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

- M-8 Mr. Bowers moved to authorize the Manager to advertise for this new part-time bookkeeper position, **Second by Mr. Wilson.**

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

- M-9 It was moved by Mr. Fuller and seconded by Mr. Bowers to adjourn at 10:18 PM.

DISCUSSION: None.

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