



**BOROUGH OF SWISSVALE
REORGANIZATION & REGULAR
COUNCIL MEETING AGENDA MINUTES**

January 6, 2020

Newly elected council members Christopher Ansell, William Price and Weldianne Scales were sworn in by the Honorable Thomas Caulfield at 6:25pm.

1. Meeting called to order by Mayor Swartzwelder at 6:30pm
2. Invocation – No Invocation due to lack of ministerial availability
3. Pledge of Allegiance – Weldianne Scales
4. Roll Call – W. Price- here, D. Petrarca- here, J. Grose- here, C. Ansell- here, W. Scales- here, A. Salisbury- here, M. Stanton- here, Mayor Swartzwelder- here
5. Nomination and election of President.
 - a. C. Ansell nominated A. Salisbury for President. 2nd by W. Price
 - b. All ayes. A. Salisbury is elected President.
6. Nomination and election of Vice President
 - a. W. Price nominated W. Scales for Vice President. 2nd by A. Salisbury.
 - b. All ayes. W. Scales is elected Vice President.
7. President Salisbury assumed charge of meeting.
8. Public Comment
 - a. Lauren Wolcott of Belmar Place
 - i. Ms. Wolcott expressed concerns about the trash and litter on Woodstock Avenue from the GAR Home to the bus stop. She would like the Borough's help in extending Clean Up Day to that area and installing public trash cans.
 1. Mr. Bachy replied that he will look at getting that area cleaned up this winter and put in some trash cans.
 - b. Rachel Thompson of Schoyer Avenue
 - i. Ms. Thompson would like more information on each of the Borough's committee openings, such as qualifications, required time commitments, meeting schedules and responsibilities.
 1. Mr. Wilhelm responded that there are no written descriptions available and that time commitments vary greatly from committee to committee, but she should expect to attend at least one meeting and commit at least a few hours per month.

2. Mr. Ansell suggested that we add a few sentences of details to each committee description on Facebook to get residents interested.
3. Vice President Scales stated she would like to create an Equality and Equity Committee to ensure that hiring decisions are made fairly.
 - a. President Salisbury suggested that this be added as an agenda item at a future meeting.

9. Agenda Items:

- 1.) Mr. Bachy discussed retaining the Professional Services of Gibson Thomas Engineering to complete all plans, specifications and bid documents for the replacement of traffic signals and the signal controller at intersection of South Braddock Avenue, Waverly Street and Edgewood Avenue not to exceed \$6,000.
 - a. We were awarded a \$60,000 grant by Automated Red-Light Enforcement Program to cover this project.
 - b. Mr. Bachy recommended Gibson-Thomas Engineering to complete plans, specifications and bid documents for this project since they submitted the grant application and are familiar with this project.
 - c. Mr. Bachy did not recommend CEC, our previous engineer, because they have not performed within budget and we have had issues with their design work.
 - d. Motion to approve by D. Petrarca. Second by J. Grose. All ayes. Motion carries.
 - 2.) Mr. Bachy discussed the purchase of a 2019 Caterpillar 416F2 Backhoe from Cleveland Brothers, Inc. in the amount of \$66,634.00 with trade in of the 2012 Caterpillar 416F backhoe under State Contract # 44000019950.
 - a. The Borough currently owns a Caterpillar 416F which has been experiencing issues due to exposure to salt and elements.
 - b. We need a backhoe to load salt so that we can provide high quality road services to our residents.
 - c. We will be able to take better care of the new machine with the new DPW building.
 - d. Mr. Bachy recommended purchasing the 416F2 because it is the machine the employees are accustomed to using and because Caterpillar has offered a fair trade in price of \$28,000 for the old model.
 - e. This purchase is a budgeted item in the 2020 budget.
 - f. Mr. Price expressed concern about buying a new 416F when the old one only lasted 7 years and is experiencing problems.
 - i. Mr. Bachy explained that the problems are due to the machine being stored outside in the elements for 7 years and was not properly washed.
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- ii. We will not have that problem with the new Public Works facility.
 - iii. We will be able to store it indoors and clean it daily.
 - g. Vice President Scales recommended we keep a maintenance log for the care of the vehicle.
 - h. Motion to approve by M. Stanton. 2nd by D. Petrarca. All ayes. Motion carries.
 - 3.) Mr. Bachy discussed approving **Resolution 20-01** authorizing the lease-purchase of a 2019 Caterpillar 416F2 Backhoe through Cat Financial.
 - a. This is the financing piece tied to Agenda Item 2.
 - b. Mr. Bachy recommended financing the lease purchase through CAT Financial, who offered a 5-year lease at 3.85%. This would result in five annual payments of \$14,971.71 with a \$1.00 buyout.
 - c. Mr. Petrarca clarified that the final payment would be \$1 higher, and we would own the machine at the end of the lease term.
 - d. Motion to approve by M. Stanton. 2nd by D. Petrarca. All ayes. Motion carries.
 - 10. Finance Report – Michele Stanton
 - Paid Bills as of **December 31, 2019** in the amount of **\$1,071,812.83**
 - Unpaid Bills as of **December 31, 2020** in the amount of **\$ 0**.
 - a. 2nd by J. Grose. All ayes. Motion carries.
 - 11. Police Report – Chief Watson
 - a. The first crime watch meeting will be held Tuesday January 14th at 7pm in council chambers.
 - 12. Code and Fire Report – Asst. Chief Volpe
 - a. The Code and Fire Report is on file in the Borough Manager’s office.
 - b. The next CPR class will be held on Saturday, January 18, 2020 at 9am at the fire station.
 - 13. Public Works Report – David Petrarca
 - a. The Public Works Report is on file in the Borough Manager’s office.
 - b. The DPW will collect Christmas trees until January 22, 2020.
 - i. Trees will be collected on your trash collection day unless there are snow or ice related issues.
 - ii. Trees must be free of all ornamentation or they will not be collected.
 - c. We will no longer collect any recycling that is in a plastic bag of any type.
 - i. The recycling plant no longer accepts these bags and they will be left at the curb.
 - ii. Recycling must be loose in a recycling bin or box marked “Recycling”.
 - iii. An article will appear in the next newsletter advising residents of the change.
 - 14. Outstanding Complaints Report – None
 - 15. C.O.G. Report – No meeting. No report
 - a. Vice President Scales would like to attend future COG meetings.
 - b. Ms. Stanton volunteered to serve as a delegate.
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16. President's Remarks – Abigail Salisbury

- a. President Salisbury stated that she was excited to be President and welcomed all new members to council.
- b. There are committees for community members and committees for Council members that have vacancies that need to be filled.
- c. President Salisbury wants a more formal rules structure for conducting Council meetings, so that everyone can have an opportunity to speak.
 - i. Vice President Scales supports having a formal rules structure.
- d. President Salisbury stated that the opportunity exists to revisit the budget, so the new council members may ask questions.

17. Mayor's Report – Mayor Deneen Swartzwelder

- a. Mayor Swartzwelder welcomed the new members of council and hopes they will get involved in community events.
- b. Easter Egg Hunt at Memorial Field will be held on Saturday, April 11, 2020 starting at noon.
- c. The Swissvale Mile will be Saturday, June 13, 2020.
- d. Community Days is tentatively scheduled for June 19-20, 2020.

18. Water Authority Report – Tracey Crombie-Collins

- a. Ms. Crombie-Collins reported that there was no Board meeting in December.
- b. In December the Union accepted a three-year contract that covers 2019 to 2021.
- c. The customer service lobby is open 8am to 4:15pm. The customer service drive-up window closes at 6:15.

19. Planning Commission – Greg Bachy- No report

20. Solicitor Report – Homer Walton- No report

21. Engineer Report – No report

22. Borough Manager Report – Clyde Wilhelm

- a. Mr. Wilhelm reported that he received an email request from an attorney representing High Roller's Corporation of Homestead, concerning the transfer of their liquor license to Roundz Lounge.
 - i. In a highly unusual move, instead of purchasing the liquor license, the owner of Roundz Lounge will become an officer of High Roller's Corporation and run the restaurant business. High Roller's Corporation will maintain the liquor license.
 - ii. We are required to have a public hearing concerning this matter.
 - iii. Mr. Wilhelm recommends having the hearing at the February 26, 2020 Agenda meeting and acting at the March 4, 2020 meeting to have enough time to advertise and for the solicitor to do his due diligence.
 - b. Mr. Wilhelm reported on the Kenmawr Bridge Project.
 - i. Allegheny County is prepared for us to execute a Road Transfer Agreement, meaning we would take over the maintenance of the lots.
 - ii. Mr. McTiernan is currently reviewing the agreement.
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- c. Mr. Wilhelm has prepared a memorandum with a copy of the Borough Manager job description and advertisement for council's review.
 - i. Chief Wilhelm is willing to stay until a replacement is found so we can have a seamless transition.
 - ii. President Salisbury stated that she has set up appointments with people from Connect and Local Government Academy to ask them if they have any pointers on hiring a Borough Manager.
 - 1. President Salisbury would like for council to not rush through the hiring process, so that we find someone of high caliber.
 - 2. Vice President Scales recommended creating a Borough Manager Hiring Committee to assist with the hiring process.

23. Unfinished Business – Nothing to report

24. New Business

- a. Mr. Ansell reported that the Swissvale Mile requested to be put on the agenda for council to approve road closures for their June 13, 2020 race.
 - i. Mr. Wilhelm replied that the Borough Manager can approve street closures without official council action.
- b. Mr. Price reported that the tour of the Borough Building, and the new Public Works facility given by Chief Wilhelm and Mr. Bachy was very informative.
- c. President Salisbury requested that a discussion of the new Borough building be placed on the next agenda.
- d. President Salisbury requested a discussion of the Equality and Equity Committee be added to the next agenda.

25. Motion to adjourn – M. Stanton. 2nd J. Grose. All ayes. Motion carries.

26. Meeting adjourned at 7:40pm.
