



**BOROUGH OF SWISSVALE
REGULAR COUNCIL MEETING AGENDA**

August 5, 2020

1. Meeting called to order at 7:02 PM.
 2. Roll Call – C. Ansell- here; W. Scales- here; M. Stanton- here; W. Price- here; D. Petrarca- here; S. Alfonso-Wells- here; Mayor Swartzwelder- here; President A. Salisbury- here
 3. Public Comment – All public comment was read into the record by President Salisbury. Those comment are attached to and incorporated into these minutes.
 4. Approval of Minutes – Motion to approve the minutes from the Meeting on Wednesday, July 1, 2020
Motion by S. Alfonso Wells, second by D. Petrarca. All ayes, motion carries.
 5. Agenda Items:
 - a. Motion to approve **Resolution 20-10** recognizing June 19th of each year, also known as Juneteenth, as an annual day of celebration in the Borough of Swissvale and to promote a deeper understanding of its meaning through appropriate events.
Motion by S. Alfonso Wells, second by C. Ansell. All ayes, motion carries.
 - b. Motion to approve **Resolution 20-11** for a Vacant Property Recovery Program side yard application for Parcel 178-G-107.
Motion by C. Ansell, second by S. Alfonso Wells. W. Scales abstains. 6 ayes, and one abstention, motion carries.
 - c. Motion to request the Civil Service Commission to prepare a test for Patrolman and Sergeant.
Motion by C. Ansell, second by S. Alfonso Wells. All ayes, motion carries.
 - d. Discuss Borough Manager Search
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- i. Mr. Wilhelm completed his time as borough manager on July 31st, 2020. Mr. Bachy has stepped in to take over as acting Borough Manager until a new manager is chosen.
 - ii. The personnel committee had originally planned to get input from the public through listening sessions but those had to be cancelled due to the COVID-19 pandemic. The personnel committee chose instead to create an online survey that was sent out to the public. The results from that survey were incorporated into the job description and job advertisement.
 - iii. Ms. Salisbury would like to make sure that the job description and advertisement include a salary minimum to avoid the perpetuation of a wage gap.
 - iv. Council discussed a time frame for publication of the job advertisement and an application deadline. Council decided that the advertisement can be posted by Monday August 10, 2020 and the deadline can be set as September 11, 2020. Council also discussed where they would place the job advertisement.
 - v. Motion to approve advertising the Borough Manager Position. Motion by C. Ansell, second by M. Stanton. All ayes, motion carries.
- e. Discuss Finance Director Search
- i. The job description has been updated so it is ready for advertisement. Council decided to keep the same time frame for advertisement of the finance director position that they are using for the borough manager position. The position will be advertised by Monday August 10, 2020 with an application deadline of Friday September 11, 2020.
 - ii. As with the job advertisement for Borough Manager, Ms. Salisbury wants there to be a salary minimum to avoid the perpetuation of a wage gap.
 - iii. Motion to approve advertising the Finance Director Position. Motion by S. Alfonso Wells, second by W. Scales. All ayes, motion carries.
- f. Discuss Borough Facilities Report
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- i. Council discussed the borough facilities report that was compiled by former Borough Manager Clyde Wilhelm. Going forward, members of council are going to seek public input about a new borough building.
- ii. Mr. Ansell is going to put together a survey to ask residents about what they would like to see in a new borough building. The survey should be completed by the end of this week or early next week. The deadline for submissions will be August 21, 2020. Mr. Ansell figures this will give him time to compile the results for the next Council Meeting.
- iii. Ms. Alfonso Wells is taking charge of a virtual meeting. The meeting will be for any residents who want to talk about their opinions related to a new Borough Building. The Zoom meeting will take place on Thursday August 13, 2020 at 7:00 pm. Interested residents can register to receive a link to participate.

6. Finance Report – David Petrarca

- Paid Bills as of July 31, 2020 in the amount of \$805,152.48
- Unpaid Bills as of July 31, 2020 in the amount of \$71,193.95
- Motion by D. Petrarca, second by S. Alfonso Wells. All ayes, motion carries.

7. Police Report – Chief Watson

- a. The report is on file in the borough manager's office.

8. Code and Fire Report – Chief Wilhelm

- a. Mr. Wilhelm responded to the public comment submitted regarding the Borough Facilities Report.
- b. The Code and Fire report is on file in the Borough Manager's Office.
- c. The Fire Department received notice of the retirement of Fire Marshal David Miller. His last day will be March 4, 2021. We thank him for his service.
- d. The volunteers will be hosting the next fall fish fry on Friday August 14, 2020.

9. Public Works Report – David Petrarca and Greg Bachy

- a. The department of public works has been experiencing staffing difficulties due to employees who were in quarantine, injured, or on previously scheduled vacations. Mr. Bachy, with the help of Amanda Settelmaier from the TCVCOG, was able to find someone to work for the borough temporarily on an as needed basis. Mr. Bachy interviewed and hired another temporary employee to fill in as well.
- b. Paving project at South Braddock Avenue between the Class Building and West Hutchinson will take place next month. The paving will be paid for by Peoples Natural Gas. The project will not affect the crosswalks that were already installed. We will also be paving a small section of Sanders Street. The Sanders Street portion of this project will be paid for by the borough.

10.C.O.G. Report – Weldianne Scales

- a. While there was no COG meeting this past month, Ms. Scales met with Amanda Settelmaier to discuss funding opportunities for the Borough given the anticipated shortfalls from COVID-19 pandemic.

11.CONNECT Report – Shawn Alfonso-Wells

- a. The LEED program is taking off and it's possible that Swissvale will be selected as a participant in the pilot program.
- b. CONNECT met to discuss funding for recreation programs and how various boroughs and municipalities could combine their funding to expand their recreation programs.
- c. They have been prepping for the possible lack of funding Boroughs might experience due to the COVID-19 Pandemic and have started preparing resources.

12.President's Remarks – Abigail Salisbury

- a. Ms. Salisbury wants to bring back the Agenda meetings. They were cancelled due to COVID-19 but now that this seems to be the new normal it makes sense to start meeting twice a month again. Council is in favor of such a move and will start having agenda meetings at the end of this month.
 - b. There was a report on the news a few days ago regarding an underage resident of a nearby municipality being told by police that he needed a permit to sell water on the side of the road. Ms. Salisbury explained that Swissvale
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requires the purchase of a permit as well. Ms. Salisbury suggested that we create a blanket exception for children under the age of eighteen to encourage our youth rather than punish them.

- c. Ms. Salisbury read a description of the Community Liaison to the Borough Police committee. This was a new position created at last month's meeting. Ms. Salisbury encouraged interested residents to apply for a position on the committee.

13. Mayor's Report – Mayor Deneen Swartzwelder

- a. Ms. Swartzwelder thanked the residents on Miriam, Hays, Fleming, and Schoyer for their socially-distanced celebration of National Night Out on Tuesday, August 4, 2020.
- b. The Swissvale Community Action Committee will be having their garden tour again this year. They have made some changes in light of COVID-19. Visit their website, www.swissvale.org, for details.
- c. The Farmers Market is still going strong. They are open at the municipal parking lot behind Noble street every Saturday from 9 am – 1 pm.

14. Water Authority Report – Tracey Crombie-Collins

- a. The next Board meeting is August 11, there was no July meeting, Public participation may be in-person or by contacting the Authority by the day prior to the meeting.
 - b. The shut-off moratorium and suspension of WPJWA fees are still in place.
 - c. Drive-Thru window is available from 8 am to 4:15 pm, the lobby remains closed at this time.
 - d. Management has implemented processes based on CDC Pandemic Guidelines for the safety of the customers, staff and system.
 - e. Residents are encouraged to sign up for emergency notifications at www.wpjwa.com.
 - f. There have been 5 main line breaks from 6/13 to 7/31, all temporary restoration is complete and final restoration will be scheduled.
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- i. Florence Ave 6", Monongahela Ave 12", Hampton Street 6", Milligan Ave 8", and Braddock Ave 8".

15. Planning Commission – Greg Bachy

- a. Mr. Bachy proposes that the Planning Commission meet on September 17, 2020. This will give Mr. Bachy and others time to go over the zoning ordinance and find things that weren't addressed in the last update in 2017. This is when they can address the language issues brought up a couple of months ago as well as the residents' concerns about chickens.
- b. Council will have to schedule a public hearing on these proposed revisions to the Zoning Ordinance then they can vote to approve the changes at the following meeting or any subsequent meeting.

16. Solicitors Report – Robert McTiernan – No Report

17. Engineers Report – No Report

18. Borough Manager Report – Greg Bachy

- a. Kenmawr Bridge will be closed starting at 7 pm on Friday August 14, 2020 until 5 am on Monday August 17, 2020.
- b. On Saturday August 8th, the Swissvale Rotary Club will be soliciting donations on the corner of South Braddock Avenue and Church Street. They will be out again on Saturday August 14th on the Corner of Church Street and Monongahela Avenue.
- c. Before he finished as borough manager, Mr. Wilhelm was working on grant applications for COVID-19 relief. He applied for a FEMA Grant and a CARES Act Grant. We anticipate \$125,000 in CARES ACT funding and approximately \$15,000 in FEMA funding.

19. Unfinished Business - none

20. New Business - none

21. Motion to adjourn by S. Alfonso Wells, second by W. Scales. All ayes, motion carries.

22. Meeting adjourned at 9:47 pm.
