

MUNICIPALITY OF MONROEVILLE

COUNCIL WORK SESSION

APRIL 5, 2022

MINUTES

The meeting was called to order by Mayor Nick Gresock immediately following the Citizens' Night Meeting at 7:25 p.m.

ROLL CALL

The Recording Secretary, Sharon McIndoe, called roll and the following were present: Mayor Gresock, Joe Hyzy, Eric Poach, Bob Stevenson, Steve Wolfram, Mike Adams, Bob Williams, Dennis Biondo, Tim Little, Bob Wratcher, Josie Rock, Jamie Storey, Joe Sedlak and Paul Whealdon.

EXECUTIVE SESSION ANNOUNCEMENT

Mayor Gresock corrected the agenda indicating that no executive session was held before the meeting that night.

APPROVAL OF MINUTES

Council then considered approval of the minutes of the Budget Hearing of October 28, 2021, Budget Hearing of November 4, 2021, Citizens' Night Meeting of March 3, 2022, Council Work Session of March 3, 2022 and Regular Council Meeting of March 8, 2022.

APPROVAL OF REPORTS OF TAX COLLECTIONS

There was no discussion concerning approval of the Reports of Tax Collections.

LIST OF BILLS, BUDGET TRANSFERS AND PAYROLL

Council then considered the List of Bills in the amount of \$1,301,762.17, Budget Transfers and Payroll in the amount of \$1,043,715.56 for the month of March.

There were no questions or comments at this time.

BIDS AND PROPOSALS

2022 COMMODITY BIDS

Mr. Little reported each year the municipality awards commodity bids and he explained how they had to be reviewed publicly as required for the liquid fuels audit. He pointed out there was a finding in the 2018 Audit that the commodities bids were not read into the minutes. He reviewed the lowest bidder in each of line items as follows: Crack Sealant – Air-Vac Equipment; Baseball Infield Mix – No bids received; Bituminous Paving Materials – Tresco and Russell Standard Corporation; Fence Materials – Allegheny Fence Construction; Guide Rail – Chemung Supply Corporation and Allegheny Fence Construction; Reinforced Concrete Products – Culverts, Incorporated; Wood Safety Surfacing Material – J. A. Rutter; Sign Material - Vulcan Sign; Small Paving In Place – No bids Received; Crushed Stone – Hanson Aggregates and PMA; Storm Sewer Grates, Frames, Riser and Lids – Chemung Supply,

Culverts Incorporated and EJ USA with various low bidders; and Sewer Pipe – Chemung Supply Company and Culverts.

Mr. Little reported this will be a motion for council to approve.

Mr. Williams questioned whether the sewer pipe is for storm water or sewage and Mr. Little answered it is for storm water. Mr. Williams suggested the title be changed from sewage to storm water.

CONSENT AGENDA

NEW BUSINESS

SITE PLAN 18-3-ST

JOSEPH M. KNAPP

The applicant is requesting site plan approval to construct a 5,606 square foot building and associated site amenities. The property is known as Lot 1 in the Moya Industrial Park and identified as Parcel 741-D-42-H in the M-1, Planned Industrial Zoning District.

The applicant is requesting re-approval of this site plan. Council approved it on November 13, 2018 and reapproved in December 10, 2019.

Mr. Richard Territ from Territ Surveying came forward representing the applicant. He explained when it was first approved they made corrections then everything stopped for the pandemic then they waited a year and three months to get their occupancy permit.

Mr. Stevenson inquired what has changed and Mr. Territ answered nothing. Mr. Whealdon agreed it is the same plan they just ran out of time. Mayor Gresock inquired whether there is anything currently on the property and Mr. Territ answered negatively. Mr. Williams questioned whose fault it was that they ran out of time and Mr. Territ answered the government. Mayor Gresock inquired whether there were any issues with the municipality and Mr. Whealdon answered negatively. He explained there were some erosion control, storm water and traffic issues back in 2018 and 2019 but they have been addressed. Mayor Gresock questioned whether there have been any municipal or state rules or regulation changes since and Mr. Whealdon stated there have not been any ordinance revisions that would affect this project.

Mr. Poach inquired about the location and Mr. Joseph Knapp, the applicant, came forward to explain it is right before Davidson Road off of Old Frankstown Road before the bridge. Mayor Gresock questioned what it would be used for and Mr. Knapp answered storage. Mr. Biondo inquired whether he would use it or rent it. Mr. Knapp answered he would probably rent it but might use a small portion.

MOTIONS

MOTION

A motion to award the Zoning Ordinance Review Request For Proposal (RFP) agreement to Strategic Solutions, LLC with Gateway Engineers, Incorporated for the total project sum of \$27,584.

Council tabled this at the March 8, 2022 Regular Council Meeting.

Mr. Biondo inquired why it was tabled at the last meeting. Mr. Stevenson explained there were some questions on the review that needed to be done by the county that were not completed. He also mentioned there was some concern about the cost for that review. Mayor Gresock questioned whether there is something the county needs to do or whether it is part of the process and Mr. Whealdon answered it is part of the process. He stated it has to go to the county for their review and approval before the municipal approval. Mayor Gresock mentioned the planning commission would be involved and there are multiple steps. He explained the planning commission was involved for many years and they were involved with getting it to this point. He reported Mr. Whealdon reviewed it and made updates so getting it to an outside firm is another step but it would then come back to the current planning commission then go through Citizens' Night, Agenda Setting Meeting and Council and go to the county before it is adopted. Mr. Whealdon added the proposal from Strategic Solutions incorporates all of that work into that \$27,000 which is part of how they are helping the municipality. Mr. Biondo pointed out they were the low bidder with two other bids.

Mayor Gresock reported it is tabled for the council meeting but encouraged council to act on it to move forward and recommended it be outsourced to a third party. He appreciated the work done by the planning commission, the residents and the staff but he felt Monroeville is in a good position to update this ordinance as far as national trends. He suggested it would be valuable to have an outside company that deals with this on a national level to look at things differently than what has been done in the past. He felt it is money well spent and again encouraged council to act on it.

Mr. Biondo asserted the planning commission would still be involved and Mayor Gresock agreed. Mr. Biondo added everything previously done by the planning commission can be used.

Mr. Adams inquired whether this company would add or delete things off of the previous draft or just review it. Mr. Biondo asserted it would be all of it. Mr. Little stated they would review it but staff has done the vast majority of the work. He explained the planner and the planning commission worked on it and Mr. Whealdon reviewed it. He agreed this is for someone to do a detailed review of the draft to make sure all of the previous work is correct with current planning standards. He mentioned innovative planning technics and gave examples. He stated the municipality is looking to have another company assist the developers to enhance Monroeville to make destination points, multi-mixed-use developments and have different overlay districts.

Mr. Biondo explained when Councilmen Stevenson and Williams and Mrs. Woodhall were on the planning commission, Mr. Ciufu worked on it with Mr. Mueller to develop the ordinance. He reported this is what is done when an ordinance is redesigned.

Mr. Williams reported they spent many years and hours on this through the planning commission and during that time many planning commission members changed. He added when new members were added they did not go back and start over because it would never get finished. He stated Mr. Whealdon has done most of the work on it but discussed it with the planning commission for input. Further discussion ensued.

Mayor Gresock reported the zoning ordinance is one of the most important documents for a community and it is money well spent.

Mr. Stevenson inquired how long the outside company would take to do the review and Mr. Whealdon stated it is in the proposal. He explained it is divided into three or four sections and the amount of time for each portion. Mr. Stevenson suggested it would be six or seven months and Mr. Whealdon agreed.

Mr. Adams questioned whether the initial draft was ready for 2015 but did not get approved and Mr. Whealdon reported a lot of work was done at that point but it was not ready to be adopted. He indicated he started working on it in 2017 where it left off. He stated he used it as a base and added to it. He mentioned he had questions on casinos, breweries, distribution centers, overlay districts, medical clinics and medical marijuana clinics. He felt it would be beneficial to have an expert review some of the contemporary issues to make sure Monroeville does not get bad development. Mr. Adams agreed it needs to be completed but wants to compare the current draft to the end result after the company reviews it to determine what was added or deleted to see if the money was well spent. Mayor Gresock agreed that it would be compared but commerce is evolving and Monroeville has to keep up. Mr. Whealdon reported he probably has 100 questions on the draft he is working on and there are things that he wants to discuss with an expert. He felt it would definitely change.

MOTION

A motion to install a street light on Utility Pole No. 1498 S located at 111 Rosso Drive.

Mr. Little reported council has a petition dated March 15, 2022 from the residents on Rosso Drive.

Mr. Hyzy explained it is a very dark area and he reported it is the last road to the left off of Tilbrook Road at the last Monroeville stop sign. He reported it comes down steep with is no place for people to walk so they use Rosso Drive around to Pitcairn for the dog park. He stated they are asking to light up the street for safety reasons.

Mayor Gresock inquired whether all of the new street lights are LED and Mr. Storey answered the new ones installed will be LED. Mayor Gresock questioned whether the residents beside that pole are in favor of it and Mr. Hyzy answered affirmatively. He added every house on the street supported it and some of the people in Pitcairn wanted to sign the petition because they have no lights. He again stated it is a safety issue. Mr. Williams inquired whether the engineer reviewed it and agreed it is the right location for that light. Mr. Hyzy indicated that is the only pole over there.

RESOLUTIONS

RESOLUTION

A resolution authorizing the advertising for bids for the 2022 Road Resurfacing Program for the list of roadways throughout Monroeville.

Mr. Little reported council had a spread sheet included in their packet of the roads listed from the public works and engineering department on what will be fog sealed, seal coated, milled and overlaid. He stated an outline of the location of the roads was included and the PACER System was discussed last month. He pointed out the estimate is approximately \$2 million and it was discussed at the final budget meeting. He stated he included \$1.5 million in his budget message but it is council's decision. Mayor Gresock questioned how much was actually approved in the budget and Mr. Little

answered it ties into the capital improvement program which is a work-in-progress. He reported the \$1.5 million included in his budget message was approved.

Mr. Poach questioned based on looking at the rating system number that the municipality tries to get to a general level of 34 percent to keep ahead instead of maintaining the roads. He stated this more accurately reflects the municipality's ability to stay ahead of the program as opposed to maintaining. Mr. Storey suggested it is driven more by the funding allocated then the municipality tries to get the best deals with the money available. He stated about 20 percent of the road mileage will get treated in some fashion. He added crack sealing might change due to man power. Mr. Poach inquired whether the numbers for the costs of the products have been locked in and Mr. Storey explained some of the numbers reviewed in the commodity bids have been locked in like hot mix asphalt and crack seal materials. Mayor Gresock questioned whether that is competitive with the numbers from the past and Mr. Storey stated crack seal is up 18 percent from last year but not so much for the paving. He added most of the commodities across the board have gone up significantly. He estimated 12 percent increase over last year in terms of the road paving programing.

Mr. Stevenson pointed out that \$1.5 million and \$2 million were discussed. He mentioned \$1,944,755.90 and stated \$2 million would do the whole project. Mr. Storey added it was based on \$2 million. Mr. Little asserted it is at the pleasure of council because the \$1.5 million was approved in the budget. He explained this is the biggest ticket item that the municipality spends funds on. He stated there are a lot of line items and capital items that the municipality spends money on which are estimated. He again he stated it is at the pleasure of council to decide. Mr. Stevenson pointed out the \$2 million was discussed at the budget hearing. Further discussion ensued. Mayor Gresock questioned whether there is money in the budget to spend the extra \$500,000 if council decides to do the \$2 million and Mr. Little answered affirmatively because of the healthy fund balance. He also mentioned \$2.7 million from the Federal Government. He again stated the money is available and it is money well spent because paving roads and law enforcement are the core duties of the municipality.

RESOLUTION

A resolution confirming that the Municipality of Monroeville has formally requested ACT 152 Funds and has designated an official to perform the required duties between the Municipality of Monroeville and Allegheny County Economic Development and assures the provision of local matching funds and compliance with all other provisions of Act 152.

Mr. Little reported this has to do with the demolition of houses in Monroeville.

Mr. Williams inquired about ACT 152 and Mr. Little answered it is a Community Development Block Grant (CDBG) program which is about the only two items Monroeville can get because it is not a distressed municipality or anything dealing with the American Disabilities Act (ADA).

RESOLUTION

A resolution that the Municipality of Monroeville determines and declares that the indicated structures meet the blighted property definition under Act 152 and will undergo local agency condemnation proceedings.

Whereupon, Mr. Hyzy duly made a motion to approve and Messrs. Biondo and Stevenson seconded it. Upon a roll call vote, the motion carried unanimously.

RESOLUTION

A resolution adopting the Clover Senior Housing Apartments Sewage Planning Module.

Mr. Williams inquired why the Municipal Authority is not involved if it is a sewage planning module. Mr. Wratsher explained the municipality has a responsibility for approving the planning and is considered part of the development land use process. He stated it is council's responsibility to make those approvals then it goes over to the Municipality Authority once it becomes operational. Mr. Whealdon added the Sewer Authority reviews it to make sure the lines have capacity for the sewage and it is about a 20-page document that the engineer compiles. He stated the Monroeville Municipal Authority (MMA) reviews it but the municipality is the planning agency and has to sign off on it. Mr. Williams asserted it is a joint venture and Mr. Whealdon concurred. Mr. Biondo inquired whether he reviews them and Mr. Whealdon answered affirmatively. Mr. Biondo questioned whether there are any issues and Mr. Whealdon answered negatively. He explained by the time the municipality reviews it, it has already been reviewed by DEP, MMA, the health department and approximately six agencies are involved.

RESOLUTION

A resolution exonerating the Real Estate Tax Collector from the collection of uncollected taxes for the Year 2021.

Mr. Little reported this is a housekeeping item done every year. He pointed out the tax collector highlighted the amount in council's packet of the real estate taxes that have not been collected. He stated it is \$175,271.37 which equates to 98 to 99 percent of real estate taxes collected.

Mayor Gresock explained these are not forgiven but it goes to the delinquent tax collector and Mr. Little added it was Mr. Fulkerson. Mr. Williams inquired about what is being exonerated and Mr. Wratsher explained there are certain responsibilities with the current year taxes then when they become overdue and delinquent there are other rules for delinquent taxes. He stated this is taking these taxes from the current category and putting them into the delinquent category but they will continue to try to collect them.

Mr. Adams pointed out Segavepo LLC bought some homes in his neighborhood that are rental properties and he wanted to know if they are delinquent on their taxes. He suggested they are Second Avenue Properties out of Chicago. Mr. Wratsher explained they have taken over ownership but still get individual bills on all the properties but they have not paid them. He stated the tax collector will have to now collect them as delinquent taxes. Mr. Adams reported they own approximately 30 properties that are all rental units and single-family homes in the different subdivisions.

ORDINANCES

ORDINANCE

An ordinance of the Municipality of Monroeville, Allegheny County, Pennsylvania, amending Ordinance No. 2689 to revise the Pollution Control and Flood Reduction Credit Manual Rules and Regulations.

Council tabled this ordinance at the March, 2022 Regular Council Meeting.

Mr. Wratcher reported this item has been tabled for several months and it is in regards to a potential settlement the municipality is trying to work out with CBL Properties. He explained it is taking longer than anticipated and he recommended council remove it from the agenda until it is ready for consideration.

REPORTS OF MUNICIPAL STAFF

MANAGER'S REPORT

MUNICIPAL BUILDING HVAC REPLACEMENT

Mr. Little reported when the municipal building got a new roof in 2020 it was noticed that it would also need to replace the 14 HVAC units. He stated he received a proposal from Tudi Mechanical Systems which council received under separate cover through CostStar in the amount \$356,850. He explained the municipality can no longer get parts for the exiting units. He reported in addition Tudi and Constellation, the electrical supplier, have submitted a proposal to change all the lights in the municipal to LED at a cost of \$59,750 or it can be done on a monthly basis which would tie into the monthly electric bill for 60 months. He pointed out it would be an annual savings of approximately \$20,000 but it would cost \$59,000 and it would take three or four years to get it back. He recommended council move forward with it.

Mr. Williams reported he reviewed the street lights with the manager and stated instead of \$11.76 per month it went down to \$5.75 per month with the LEDs. Further discussion ensued regarding the savings. Mayor Gresock inquired whether that would be just for the municipal building and Mr. Little answered affirmatively. Mr. Adams pointed out the municipality would get a federal rebate because it is a government entity. Mr. Little agreed and referred to Act 129 the Utility Rebate which dates back to 2008 and reported Tudi would submitted all the required documentations to get that rebate. He referred to a PJM Rebate which is a consortium of electrical companies that have the mid-Atlantic states which is less than the \$4,000.

Mr. Adams inquired about the electric supplier for the municipality and Mr. Storey answered Cordella. Mr. Adams reported the Municipal Authority just got three or four pallets full of LED lights for \$1 each. Mr. Storey stated it is being discussed at public works. Further discussion ensued.

Mr. Wolfram inquired when the HVAC units are lifted whether the roofing company will have to come back and Mr. Little answered negatively. Further discussion ensued.

Mr. Williams questioned why the municipal building would need 14 HVAC units. Mr. Little suggested an analysis would have to be done then duct work might need changed. Further discussion ensued regarding the number of air conditioners the municipal building needs. Further discussion ensued.

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

Mr. Little reported the staff has been working on the five-year capital improvement program and will discuss the funding. He was hoping to schedule capital improvement program hearings in May and it will be in the same format as the budget hearings. He explained some things may need to be paired down to a sizeable amount. Mayor Gresock agreed that doing a capital budget is good for the community.

SUMMER EMPLOYEES

Mr. Little reported there are only six applicants for Summer employees and usually there are 30. He encouraged anyone going to college and looking for seasonal work this pays \$14 per hour. Mayor Gresock asserted they have to be college bound students and questioned whether they can be in a trade school. Mr. Sedlak answered negatively and explained they have to go to college. He suggested council could review this. Mr. Stevenson requested it be revisited at executive session on Tuesday. Mr. Little indicated it is a public discussion and a policy decision. Mr. Williams pointed out the hourly rate was just increased to \$14 per hour. Mayor Gresock inquired whether there was anything that limits the municipality from opening it up for a part-time worker or are there age restrictions. Mr. Sedlak explained working papers are required if the person is still in high school concerning what they can do and how long they can work depending on their age. Mayor Gresock questioned whether a high school graduate could work that is 18 or 19 years old that is undecided about their career. Mr. Sedlak indicated that could run into unemployment. Mr. Williams suggested a college acceptance letter in order to be considered. Further discussion ensued. Mr. Biondo mentioned Manpower and Mr. Little reported the municipality had that several years ago but it stopped. Mr. Sedlak did not recommend it. Mr. Wolfram inquired whether it was just increased to \$14 per hour and Mayor Gresock answered affirmatively. Mr. Wolfram suggested waiting to see the number of applications submitted.

HOUSEHOLD HAZARDOUS WASTE AND ELECTRONIC COLLECTION

Mr. Little reported the Household Hazardous Waste and Electronic Collection Event will be held on April 16, 2022 at the public works building on Star Drive.

Mr. Williams inquired whether there was a fee and Mr. Little answered affirmatively. He added the information is available on the website and registration is encouraged. He read the flyer with all the fees.

TRI-COG LAND BANK

Mr. Little reported the Tri-COG Land Bank has proposed dispositions of 451 Blackberry Drive and 252 Azalea Drive and the information is included in the packet.

JACK SEDLAK MEMORIAL CLEAN UP DAY

Mr. Little reported the Jack Sedlak Memorial Clean Up Day is scheduled for April 30, 2022 at 9 a.m. Mr. Sedlak added almost 100 people have registered but they need four times that amount because there is a lot of litter. He also mentioned how there are a lot of nice prizes.

Mayor Gresock mentioned this could fulfill community service for some of the high schoolers, church goers or confirmation. He stated the information is available on the website or scanning the QR code on the screen.

REPORTS OF COUNCIL MEMBERSSECOND WARD COUNCILMAN ERIC POACH

Mr. Poach sent condolences to Bill McClelland for the recent passing of his sister.

THIRD WARD COUNCILMAN BOB STEVENSON

Mr. Stevenson reported he met with the Police Civil Service Board and they are moving forward with the applicants to present to council for the hiring of new police officers. He was hopeful that it would be available for the next meeting. Mr. Little agreed.

Mr. Stevenson reported he met with the Police Pension Board and they doing a good job. He reported he also met with the Monroeville Foundation and they are moving along with the Jazz Festival and Golf Tournament. Mr. Little added there is also the CommUNITY Day and the Pumpkin Race.

SIXTH WARD COUNCILMAN BOB WILLIAMS

Mr. Williams mentioned how the front of the Monroeville Library has been renovated with the sidewalk and driveway. He encouraged everyone to visit the library.

Mr. Williams reported he was informed by the state representatives' offices that Route 22 is going to be completely renovated in the next year or so. He felt the medians and the curbs are deplorable for Monroeville to have that eyesore.

SEVENTH WARD COUNCILMAN DENIS BIONDO

Mr. Biondo agreed the library looks great. He recently visited the library for a Children's Room Story Time and reported they are doing a great job.

MAYOR NICK GRESOCK

Mayor Gresock requested the administration answer some of the resident's questions regarding whether Sunoco has any reports that they furnish to the state or the municipality regarding the pipeline. Mr. Little inquired whether the PUC would regulate that and Mr. Wratsher answered it may be Federal Energy Regulatory Commission (FERC) if it is interstate. Mr. Poach added the Department of Transportation (DOT) regulates all interstate transportation of flammable liquids. Further discussion ensued. Mr. Wratsher was uncertain whether that is the same line as the one that goes passed Mrs. Woodhall's home. He stated more than one line runs through the municipality. Mayor Gresock agreed and pointed out the line that crosses over Haymaker Road adjacent to Heritage Park goes through Turnpike Gardens which is no where near the bottom of Haymaker Road. Further discussion ensued. Mr. Poach mentioned the monitoring system in the park is a different issue.

ADJOURNMENT

There being no further discussion, Mr. Wolfram duly made a motion to adjourn the meeting at 8:35 p.m. and Mr. Hyzy seconded it. Upon a voice vote, the motion carried unanimously.

Respectfully submitted,

Timothy J. Little
Municipal Manager

TJL/sam