

MUNIICIPALITY OF MONROEVILLE

COUNCIL WORK SESSION

MAY 5, 2022

MINUTES

The meeting was called to order by Deputy Mayor Eric Poach immediately following the Citizens' Night Meeting.

ROLL CALL

The Recording Secretary, Sharon McIndoe, called roll and the following were present: Joe Hyzy, Bob Stevenson, Mike Adams, Bob Williams, Tim Little, Bob Wratcher, Josie Rock, Paul Hugus, Joe Sedlak and Paul Whealdon. Mayor Gresock and Councilmen Wolfram and Biondo were absent.

APPROVAL OF MINUTES

Council then considered approval of the minutes of the Citizens' Night Meeting of April 5, 2022, Council Work Session of April 5, 2022 and the Regular Council Meeting of April 12, 2022.

There were additions or corrections at this time.

APPROVAL OF REPORTS OF TAX COLLECTIONS

Council then considered the Approval of the Reports of Tax Collections.

There was no discussion at this time.

LIST OF BILLS, BUDGET TRANSFERS AND PAYROLL

Council then considered the List of Bills in the amount of \$2,348,897.70, Budget Transfers and Payroll in the amount of \$1,589,821.99 for the month of April 2022.

Mr. Adams questioned the difference between the list of bills from 2021 to 2022 and Mr. Little answered it is the debt service.

BIDS AND PROPOSALS

PROJECT 22-01-ST

MONROEVILLE BOULEVARD AND WYNGATE DRIVE TRAFFIC SIGNAL

Mr. Little reported the municipality received two bids for the traffic signal for Monroeville Boulevard and Wyngate Drive. He recommended the bid be awarded to Bronder in the amount of \$299,999.99. He noted the municipality has a PennDOT Green Light-Go Grant in the amount of \$226,709.17 and the municipality will be responsible for the remaining balance which will be part of the capital improvements budget.

Mr. Williams inquired whether that would include a blinking yellow light that is being done throughout the state for left turns. Mr. Hugus explained traffic signals are governed and permitted by PennDOT and one of the approaches will have a blinking yellow light.

CONSENT AGENDANEW BUSINESS

20-4-ST (R)

KDP ROOSEVELT 369, LLC

PENN MONROE-TACO BELL

The applicant is requesting site plan approval to construct a 2,722 square foot restaurant and associated site amenities. The property is located at 204 Duff Road and known as Tax Parcel No. 743-G-066 in the C-2, Business/Commercial Zoning District. The application is a revision to Application No. 20-4-ST, Penn Monroe Shops.

The Planning Commission recommended approval with conditions.

Mr. Chris Sotos, Manager of KDP Roosevelt, 369, LLC, came forward to explain the request. He reported they previously had the Taco Bell located on the west end of the development next to the Mission Barbeque Building. He stated the Taco Bell franchisee changed ownership and requested a dual drive-through lane. He explained how they could not work the building on Duff Road into the plan so they changed the site plan with the Taco Bell located away from the rest of the center and keep the drive-through traffic contained. He reported they felt this plan would work well with a few variances approved by the zoning hearing board along Duff Road and the rear of the building.

Mr. Sotos reported that Aldi's will open on June 22, 2022, Key Bank will open in July 2022 and the rest of the center will be completed this year. He asserted this is the right thing for the development because of the traffic patterns and it will clean up that corner on Duff Road.

Mr. Sotos pointed out the previous location of the Taco Bell Building on the end cap of the two-tenant building where Mission Barbeque is now located. He stated they flipped Taco Bell to Duff Road where it will occupy the space of the current building and additional land to get the two drive-through lanes and the by-pass lane. He reported the access point will stay the same on Duff Road with a right turn into Taco Bell or continue straight into the rest of the center. He pointed out a retaining wall will be needed with the grade changes on the east end of Taco Bell and a retaining wall against the Jiffy Lube Building. He stated the Duff Road Building currently acts as the retaining wall for Jiffy Lube with the grade change.

Mr. Stevenson inquired whether the conditions would be reviewed at this time. Mr. Whealdon stated the conditions are standard for all the site plans with twelve different items. Mr. Little inquired about the variances and Mr. Whealdon answered there was parking within a required yard setback and the building was located too close to a side yard setback. He stated there were no issues. Mr. Stevenson questioned whether they would comply with all the conditions and Mr. Whealdon answered affirmatively. Mr. Williams inquired whether there would be additional water retention with this new building and Mr. Whealdon explained it is part of the original site plan application. Mr. Poach asserted it does not change the requirements of the surface area of the space and Mr. Whealdon concurred.

SUBDIVISION 21-4-SUB( R)  
PENN MONROE-TACO BELL  
KDP ROOSEVELT 369, LLC

The applicant is requesting preliminary and Final Subdivision approval to subdivide Tax Parcels 743-G-066 and 743-G-70 into three lots. Lot One is 2.26 acres, Lot Two is 2.201 acres and Lot Three is 0.642 acres. The property is located at 24 Duff Road in the C-2, Business/ Commercial Zoning District.

The Planning Commission recommended approval with conditions.

Mr. Sotos pointed out the original piece of land where the Duff Road building is located and they are expanding the parcel toward the northwest to enlarge it.

Mr. Little inquired whether there would be a reciprocal parking agreement and Mr. Whealdon answered affirmatively. He added it has been revised from the original reciprocal parking agreement. Mr. Poach pointed out it includes the standard conditions and the planning commission recommended approval.

Further brief discussion ensued about whether the applicant needed to be present at the council meeting.

SITE PLAN 22-6-ST (R)  
PATASKY HOMES  
SPRING RUN

The applicant is requesting site plan approval to construct 12 townhouse units and associated site amenities. The property is located at the end of Spring Run Drive and known as Tax Parcels 857-P-233, 857-P-235, 857-P-237, 858-B-239, 858-B-241, 858-B-243, 857-P-245, 858-B-247, 858-B-249, 857-P-253, 857-P-255, and 857-P-257 in the R-4, Multi-Family Residential Zoning District.

The Planning Commission recommended approval with conditions.

Mr. Ray Gusty from Farringer McCarty Grey came forward representing the applicant. He pointed out the main entrance off of McBeth Drive on the overall site plan, Tilbrook Road defines the west property line, Cambridge Square Apartments borders the south property and the area outlined in red is the proposed Phase 3A Development which is the original 15 townhome units that were approved. He stated the rest of Spring Run is already developed. He reviewed an enlargement of the area outlined in red. He reported council approved this plan in December 2006 but it was never finished but it remains the same as what was approved. He stated the only change is the update of the stormwater based on the current storm water ordinance requirements but everything else remains the same. He added the roads and utilities are already existing and the rough grading has already been completed. He pointed out the first three units in the lighter shade of brown have already been constructed. He requested a reapproval of the remaining twelve units.

Mr. Williams inquired whether they have plans to continue the sidewalk on Tilbrook Road and Mr. Gusty answered they show a sidewalk along Tilbrook Road within the developer's property.

Mr. Whealdon reported it is a reapproval and essentially the permits and developer's agreement had expired but nothing has changed.

Mr. Adams inquired whether the roads would remain private and Mr. Gusty answered affirmatively. Mr. Poach inquired whether there are fire hydrants available in that portion of the development and Mr. Gusty pointed out there is a hydrant located in front of the four-unit building in the green space between Units 4 and 5. Mr. Williams inquired whether one hydrant is sufficient for that complex. Mr. Hugus answered affirmative for that vicinity but there are other hydrants within the complex.

#### MOTIONS

##### MOTION

A motion authorizing to advertise an ordinance to adopt the 2018 Edition of the International Property Maintenance Code (IMPC).

Mr. Little reported this is done periodically and the last one was 2015.

Mr. Stevenson inquired whether codes are updated every three years and Mr. Hugus answered affirmatively. Mr. Stevenson questioned why the municipality is not requesting for the 2021. Mr. Hugus explained they parallel the Labor and Industry which does the building codes and they just adopted the 2018 version so they parallel the property maintenance code with it. He pointed out they were just adopted in February so they are keeping the same edition with the building codes.

##### MOTION

A motion authorizing to advertise an ordinance amending the Administrative Benefits Ordinance No. 2630 to include the Police Cadets. (Act 120 Municipal Police Officers Education and Training Commission (MPOETC)).

Mr. Little reported the municipality has nine eligible officers who are having their backgrounds checked but do not have their Act 120 Certification and they will be considered for cadets. He explained council would decide their salary and benefits.

##### MOTION

A motion authorizing to advertise an ordinance amending the Administrative Salary Ordinance No. 2753 to include the Police Cadets.

Mr. Little reported this is the same as the last motion but is for the salary portion. He pointed out this is for benefits and the other is for salary.

##### MOTION

A motion authorizing to advertise an ordinance to amend the non-uniform pension plan.

Mr. Little reported this motion is to amend the non-uniform pension plan to include family medical leave.

RESOLUTIONSRESOLUTION

A resolution adopting the Modwash Sewage Planning Module.

Mr. Little reported this is a housekeeping item for Modwash Car Wash located on Route 286.

A brief discussion ensued regarding its location.

RESOLUTION

A resolution authorizing the display of various event banners at the corner of the intersection of State Routes 22 and 48 within the right-of-way of property belonging to the Pennsylvania Department of Transportation.

Mr. Little reported the same resolution was passed last month but this will include the library when they advertise their Fun Fest.

Mr. William inquired whether the banners are back far enough that they do not impede the traffic. Mr. Poach explained this is something required by PennDOT in the event of property damage.

RESOLUTION

A resolution authorizing the participation of the Municipality in the Redevelopment Authority of Allegheny County's Vacant Property Recovery Program subject to certain requirements.

Mr. Little reported if there is an adjacent vacant lot next to a property that is not big enough to build on and has been vacant for years, the municipality has to authorize by resolution to enter into a vacant lot program with the county. He stated then the municipality can accept applications and he reviewed the criteria as follows: be a vacant lot or structure; have at least three years of tax delinquency; be located in a participating municipal; and the property must be less than one acre in size. He stated there are more requirements and the information will be available on the website. He explained the applications would be filed with the Redevelopment Authority of Allegheny County directly not through the municipality.

Mr. Stevenson reported he knows of a property that would qualify for this program. He explained his in-laws gave a lot to the church on Center Road at the top of the hill which is unbuildable. He questioned how it would affect the church. Mr. Wratsher explained if there is an interest in a vacant lot next to someone's property they would have to make application with the county to get it. He reported they cannot use it for any other purpose other than what is in the zoning district. He pointed out it is not something that is done to obtain properties but rather a tool to get people interested in properties that no one wants and add them onto their own.

Further discussion ensued.

Mr. Williams added the purpose of these programs is to get delinquent properties back onto the tax roll so that taxes can be collected on them.

REPORTS OF MUNICIPAL STAFFHUMAN RESOURCES DIRECTOR

Mr. Sedlak reported the Jack Sedlak Clean Up Day went very well and he thanked all the volunteers. He stated there were 420 volunteers that picked up 907 bags of litter, 44 tires and six televisions. He explained the volunteers make the event a success and he just organizes it. He added the picnic and prizes were great.

Mr. Poach pointed out they had twice the number of volunteers since Covid and Mr. Sedlak agreed. He reported they used to get 400 to 500 people and this was the biggest picnic ever.

MUNICIPAL MANAGERWALK FOR UKRAINE

Mr. Little reported the Walk for Ukraine will be held on May 7, 2022 at 12 noon at the Monroeville Park West Pavilion One rain or shine. He stated this is sponsored by the Monroeville Rotary Club. He explained there will be a walk around the trail and everyone will meet back at the Peace Pole with a small ceremony.

MEMORIAL DAY PARADE

Mr. Little reported the Memorial Day Parade will be held on May 30, 2022 sponsored by the American Legion and everyone will meet at the Valley Honda and there will be a ceremony held at the Old Stone Church.

UPCOMING ALLEGHENY COUNTY ROAD WORK

Mr. Little reported there is a letter in council's packet concerning the milling and paving of Haymaker Road between Penn Lear Drive and Broadway Boulevard. He added there would be other work done on Patton Street/Wilmerding Road and Monroeville Road between Jefferson Street and Monroeville Boulevard. He explained it depends on whether there is an emergency or weather that could delay it or it could be scratched.

Mr. Williams was concerned that every manhole becomes pot hole. He pointed out the county will put the risers in if they are supplied and Mr. Hugus indicated it has been addressed.

Further discussion ensued.

CAPITAL IMPROVEMENTS PROGRAM PUBLIC HEARINGS

Mr. Little reported the Five-Year Capital Improvements Program Public Hearings will be held on May 12 and 19, 2022 at 6:30 p.m. He explained the department heads will give their presentations for their capital items for the next five years. He stated this is a major endeavor by the staff so council can make decisions on what to move ahead with and financing.

### HOUSEHOLD HAZARDOUS WASTE

Mr. Little reported the Household Hazardous Waste and Electronic Collections Event will be held on July 16, 2022 at the Public Works Building. He added this is scheduled about three times a year. He encouraged everyone to register.

### UPDATE ON THE VALLEY PARK BRIDGE

Mr. Little reported Messrs. Hugus and Estok will give an update on the Valley Park Bridge at the council meeting which is a walking trail bridge that the municipality received a grant. He stated the municipality may be moving ahead with it and the four new council members need to be informed. He reported the municipality has a proposal from Streamline Engineering for that project.

### RETIREMENTS

Mr. Little reported the municipality had two recent retirements of Mrs. Jill Doczkat from Payroll and Police Sergeant Michael Colberg. He wished them well.

Mr. Williams inquired whether there is a cost to the municipality when hazardous and electronic waste is dumped on the side of the road and Mr. Little answered affirmatively. Mr. Poach pointed out all the information is on the website with weight and volume and Mr. Hugus added there is a cost per pound.

### REPORTS OF COUNCIL MEMBERS

#### FIRST WARD COUNCILMAN JOE HYZY

Mr. Hyzy sent his sympathy to the Tom Schuerger Family on his recent passing. He reported how he knew Tom for a long time.

Mr. Hyzy commended Mr. Sedlak for a good job on the Jack Sedlak Clean Up Day. He reported a lot of people showed up and it was fun. He thanked him.

#### THIRD WARD COUNCILMAN BOB STEVENSON

Mr. Stevenson reported he has seen different accidents around the municipality and the debris that is left is not cleaned up. He inquired about the procedure to get it addressed. Chief Cole explained by state law the towing service is responsible for taking care of it but the problem is if there is a reportable accident with no towing no one cleans it up. He went on to report there are approximately 2,000 accidents a year with only 400 reported with towing and injuries with about 170 with injuries. Mr. Stevenson confirmed that if it is not reported the debris just stays on the side of the road. Chief Cole stated the towing company is responsible to mitigate and the fire department will clean it up when there are injuries. He added it is the towing company's responsibility by the vehicle code. Mr. Hugus reported if it is on a municipal road public works picks it up but if it is on state and county roads they are not responsible for it but will eventually pick it up.

Mr. Stevenson reported he met with the manager and engineer since being appointed to a number of committees for many things. He indicated there is a problem with the plowing and salting in the area of Tilbrook and Haymaker Roads. He explained when the crews load up for the snow event at public works on Center Road then do their routes most of them do not have enough salt to finish the

route. He reported they have to go all the way back to public works which is costly because of wear and tear on the vehicle, fuel and over time. He indicated he has discussed it with council and suggested the solution would be to add a salt shed at the Johnston Road training center. He stated it would save time, money and wear and tear to the vehicles.

Mr. Adams reported that was originally proposed years ago when that training center was being developed and public works had a section where they would have a storage building but it never happened.

Mr. Williams inquired about the distance from Adderly to the public works building and Mr. Hugus answered approximately six to seven miles. A discussion ensued.

Mr. Stevenson recommended charging the manager and the engineer to get a salt facility at the training center prior to next winter.

Mr. Poach inquired about the feasibility and costs. Mr. Hugus was uncertain whether it would be used for every event but logistically it makes sense for the significant ones where multiple trips are necessary. He added they could shift a quarter of their trucks to that facility to make the runs more efficient. Mr. Poach suggested reviewing where it would fit into the layout. Mr. Hugus explained they have determined a couple of locations that it would work. He pointed out it has a lighted parking lot and it is out of the way. He agreed that was the design when it was originally built and it was to be for storage of salt trucks with a remote facility. Mr. Stevenson felt it would pay for itself over a period of time because it would save on trips, over time and fuel. Mr. Adams inquired whether it is something that could be built in house and Mr. Hugus answered affirmatively. He indicated the clear span structure is the wild card but they are getting prices for them to install it versus public works. He added it is relatively simple.

Further discussion ensued about whether it would be included in the capital improvement hearings.

#### FIFTH WARD COUNCILMAN BOB WILLIAMS

Mr. Williams inquired whether the municipality can bill the insurance company on the accidents that have police reports and public works cleans it up. Chief Cole reported there is not always a police report but a reportable accident requires a state report but if the police are called to a non-reportable it is an exchange of information with a minimal report for correct information. He explained by the vehicle code if it is a property damage only crash the involved parties exchange information. He explained of an accident on Rout 48 that the public work's expertise was invaluable in clearing it up. Again, he stated the police do not always get notified of the accidents but the police can relay the information to public works when debris pickup is needed. Mr. Williams suggested the municipality should try to recoup some money if possible.

#### DEPUTY MAYOR ERIC POACH

Mr. Poach reported the Intergovernmental Committee met with the school district which included him, the mayor, Councilman Biondo and the manager. He stated general areas of cooperation were discussed on some of their concerns and security matters and they wanted some update on the impact on roads, bridges and paving. He added they would meet again in August on some of those

shared ideas. He pointed out they would contact the police department and the manager's office. He felt it was a good meeting and the next one will be held in August.

ADJOURNMENT

There being no further discussion, Mr. Stevenson duly made a motion to adjourn the meeting at 8:02 p.m. and Mr. Hyzy seconded it. Upon a voice vote, the motion carried unanimously.

Respectfully submitted,

Timothy J. Little  
Municipal Manager

TJL/sam