

MUNICIPALITY OF MONROEVILLE

COUNCIL WORK SESSION

JUNE 9, 2022

MINUTES

The meeting was called to order by Mayor Nick Gresock at 7:22 p.m. immediately following the Citizens' Night Meeting.

ROLL CALL

The following were present: Mayor Gresock, Joe Hyzy, Eric Poach, Bob Stevenson, Steve Wolfram, Mike Adams, Bob Williams, Dennis Biondo, Tim Little, Bob Wratsher, Josie Rock, Paul Hugus, Joe Sedlak and Paul Whealdon.

PUBLIC HEARING

LIQUOR LICENSE TRANSFER  
FULL THROTTLE ADRENALINE PARK  
PITTSBURGH, LLC

Mr. Charles Caputo, attorney, came forward representing Full Throttle Adrenaline Park Pittsburgh, LLC along with Mr. Aron Banfield representing the company. Mr. Caputo reported this request is for intermunicipal transfer of a liquor license. He explained the property is 360 Mall Circle Drive which is the former site of Steel City Indoor Carting.

The public hearing was called to order and all the witnesses were duly sworn.

Mr. Caputo reported the site was formerly an indoor go cart facility and Full Throttle Adrenaline Park currently operates five similar establishments in Ohio, Michigan and Kentucky. He stated this would be their first venture into Pennsylvania. He explained as part of this entertainment facility they are desirous of having a liquor license. He stated they have identified a license in West Mifflin and to comply with the liquor code it has to be approved by council by resolution to cross municipal borders. He added it has to be approved before they can proceed with the liquor control board. He reported this business is similar to what is operated in other states and described it was an action entertainment facility. He distributed a layout of the facility. He explained they offer go carts, paint ball, mini bikes, axe throwing, virtual reality and other high action adventure type games. He showed a preliminary floor plan and how they offer a wide array of different action entertainment games within a single facility.

Mr. Caputo explained it can be attended as a family, with adults, kids, private parties, corporate events or meetings. He pointed out the conference rooms and asserted they try to tailor it to attract a wide array of people and business. He stated there are summer camps with daily and weekly schedules for ages seven through fifteen.

Mr. Stevenson pointed out there is no bar in the layout and he questioned why a liquor license was needed. Mr. Caputo answered it is a compliment to the business and it is not bar forward. He distributed copies of the menu.

Mr. Little inquired whether there were seats around the race track and Mr. Caputo answered affirmatively.

Mr. Caputo reported all the participants are educated and trained on the event and there are instructors to explain how to do an event and the rules. He stated the hours of operation are 11 a.m. to 10 p.m. Monday through Saturday and Sundays are 11 a.m. to 8 p.m. He reported there are no outdoor areas and the go cart facility employs between 15 and 20 people and this facility will employ approximately 50 to 60 people. He stated they are hoping to open September 1, 2022 which is an aggressive time line. He added there is a 8 to 12-week process with the Liquor Control Board and they plan to open it with or without the license but their goal is to have it when they open.

Mr. Williams inquired whether this liquor license was in Allegheny County and Mr. Caputo answered affirmatively. He explained they are county specific and each municipality has its own quota. He added once the quota is exceeded that is when the municipality has to go through the intermunicipal process. Mr. Williams questioned whether this would change Monroeville's quota and Mr. Little answered negatively. He stated the municipality already exceeded its quota.

Whereupon, a motion was duly made by Mr. Williams to close the public hearing at 7:32 p.m. and Mr. Biondo seconded it. Upon a voice vote, the motion carried unanimously.

#### EXECUTIVE SESSION ANNOUNCEMENT

Council conducted an executive session before the Citizens' Night meeting on June 9, 2022 from 6:15 p.m. to 7 p.m. for personnel and litigation reasons. Council legislative action, if any, shall be taken at the June 14, 2022 Regular Council Meeting.

#### APPROVAL OF MINUTES

Council then considered approval of the minutes of the Citizens' Night Meeting of May 5, 2022, Council Work Session of May 5, 2022 and the Regular Council Meeting of May 10, 2022. There was no discussion.

#### APPROVAL OF THE REPORTS OF TAX COLLECTIONS

There were no questions or comments regarding the Reports of Tax Collections.

#### LIST OF BILLS, BUDGET TRANSFERS AND PAYROLL

Council then considered approval of the List of Bills in the amount of \$1,355,112.80, Budget Transfers and Payroll in the amount of \$1,888,706.01 for the month of May. There was no discussion.

#### VACANCIES ON BOARDS, COMMISSIONS AND AUTHORITIES

Vacancies on Boards, Commission and Authorities will be considered at the Regular Council Meeting.

BIDS AND PROPOSALS2022 PAVING PROGRAM, PROJECT 22002-PAV

Mr. Little reported the municipal engineer submitted a memo and spread sheet to council. He stated there was a bid opening on June 7, 2022 for the fog seal and the crack seal program. He explained the budget was increased to \$2 million for the paving program this year and the bid is overbudgeted at \$2.3 million.

Mr. Stevenson inquired whether the agreed to amount can be amended and Mr. Little answered affirmatively. He pointed out the crack sealing program is in line with the estimated amount and also the material for patching and seal coat. He stated the fog sealing program is much higher and the paver rental in-house paving program is the same. He reported the paving program was estimated \$1.3 million and the bid is \$1.7 million but the seal coating program was less. He stated the estimated expenditures is \$2,340,0159.18. He explained the low bidders for the paving is A. Liberoni in the amount of \$1,691,261.00 and the other two bidders from Folino Construction and Tresco Paving were higher.

2022 SEALCOAT PROGRAM, PROJECT 11-03-SC

Mr. Littler referred to the second page which is the bid results for the Seal Coat Program and Russell Standard had two different Alternatives, one with aggregate in the seal coat and one where the municipality supplies it. He reported the lower bid is Alternate No. 2 in the amount of \$283,773.36.

2022 FOG SEAL PROGRAM, PROJECT NO. 22-04-FS

Mr. Little referred to the third bid result with the lowest bid from Russell Stand in the amount of \$214,704.27 with Holbein the higher bid.

Mr. Little suggested if the amount is lowered then the staff would have to decide which roads would be taken out of the program. Mr. Stevenson was adamant that when council agreed to the \$2 million that they wanted all the roads done. He suggested the amount be increased the extra \$341,059.18.

Mayor Gresock supported that and questioned whether the funds are available and Mr. Little answered affirmatively. He suggested council consider whether they wanted to stay within the budget amount or agreed to the over-budgeted amount. Further discussion ensued. Mr. Hugus pointed out one of the options is the municipality can rent a paver to pave the walking paths in the parks which amounts to \$61,000 but they need done.

Mr. Poach pointed out the estimates over the past few years have been right on the money. Mr. Hugus pointed out the paving is highlighted because that is the immediate problem. He explained the mill and pave prices are 40 percent higher than last year and the estimate was increased. Mr. Poach concurred and explained this is due to the increase of costs. Mr. Hugus pointed out everything uses diesel fuel which is worst than gasoline. He explained when the contract is executed it will be done as soon as possible. Mr. Poach pointed out this is not expanding the scope of any of the work. Further discussion ensued.

Mr. Williams inquired who paved the roads last year and Mr. Hugus answered Tresco. Mayor Gresock inquired whether the municipality ever used Liberoni. Mr. Hugus answered negatively. He explained the municipality typically used Tresco or Dairy because they own their own asphalt plants and can set their own costs.

Mr. Adams inquired whether there is anything left from the stimulus money and Mr. Little reported the first trench was received a year ago in the amount of \$1.4 million and \$800,000 went towards the fire truck and the balance is in a second account in PLIGT. He explained no other community that he has contact with has heard anything about the additional funding. Further discussion ensued regarding where the funding would come from and Mr. Little reported it is the Treasury Department. He stated it comes from the federal government but it is given to the state and comes through the DCED. Mayor Gresock suggested he contact Congressman Doyle's office concerning the status. Mr. Stevenson inquired whether this concerned the second check and Mr. Little answered affirmatively.

It was the consensus of council to move forward on the paving project and increasing the amount to get the work done.

#### SURPLUS EQUIPMENT

Mr. Sedlak reported the auction for the surplus equipment will end on Monday. He reported there are a couple of tractors and trailers and assorted public works equipment. He estimated the municipality should get approximately \$12-17 thousand.

#### CONSENT AGENDA

##### CONDITIONAL USE 22-2-C

##### HASSIM AND THOMAS

The applicant is requesting conditional use approval to establish a vehicle services business in an existing 1,200 square foot building. The property is located at 2530 Monroeville Boulevard and known as Tax Parcel ID 639-L-059 in the Business/Commercial Zoning District.

The Planning Commission recommended approval.

The public hearing was opened at this time.

Mr. Derek Hassim, the applicant, came forward to explain the application. He explained they are proposing to open a new and used tire shop in Monroeville which will also do quick repairs. He reported they would put a new roof on the building and paint it. Mr. Hugus pointed out it is the old Waldman Motors. Mr. Hassim added they would also pave the parking lot and shipping containers would be placed on the right side of the building for tires. He stated there would be a gate and the inventory. He mentioned a sign somewhere in the front on the right side in the corner and one on the building. Further discussion ensued. Mayor Gresock explained the process.

Mr. Williams inquired whether the previous variances on the property are null and void. Mr. Wratcher answered negatively and stated they remain. Further discussion ensued. Mr. Williams wanted to ensure that the grass strip between the sidewalk and the road will be maintained or be removed and Mr. Hassim agreed. Mayor Gresock explained that would be discussed during the site plan

process. He inquired whether the applicant would be provided the historical issues on the property. Mr. Wratcher explained the applicant would work with the staff concerning the variances and the responsibilities of the property moving forward.

Mr. Stevenson questioned whether the unusable tires will be stored outside or inside and Mr. Hassim answered outside inside a gate. He added they would have a shipping container to take the tires away. Mayor Gresock clarified the tires would be put in a shipping contain behind a gate and Mr. Hassim agreed. Further discussion ensued. Mr. Stevenson asserted it would be fenced in so the tires will not be seen and Mr. Hassim agreed. Mr. Whealdon stated it would be privacy fence so no one could see in from any sides and Mr. Hassim agreed. Mayor Gresock inquired whether these issues would be covered with the site plan and Mr. Whealdon indicated everything else would be administrative.

Mr. Williams inquired whether there is an ordinance concerning the number of tires that can be stored in an area and Mr. Whealdon answered negatively.

Mr. Hassim assured council that everything would like nice and comply with the standards.

The public hearing was closed at this time at 7:35 p.m.

#### MOTIONS

##### MOTION

A motion to approve the property disposition for the Tri-COG Land Bank for the property located at 409 Firestone Drive. There was no discussion.

##### MOTION

A motion to accept Gordon Conn's resignation from the Recreation and Parks Advisory Board.

Mr. Biondo pointed out in his letter of resignation it stated he was also resigning from the Westmoreland Heritage Board. He questioned whether that is a council appointment and Mayor Gresock answered negatively. Further brief discussion ensued.

#### RESOLUTION

A resolution approving the transfer of Restaurant Liquor License No. R-18435 into the Municipality of Monroeville for Full Throttle Adrenaline Park-Pittsburgh, LLC located at 360 Mall Circle Drive. There was no discussion.

#### ORDINANCES

##### ORDINANCE

An ordinance of the Municipality of Monroeville, Allegheny County, Pennsylvania, amending Chapter 290, Property Maintenance, of the Code of the Municipality of Monroeville, and repealing Ordinance Nos. 2023, 2298, 2391, 2479 and 2685 by adopting the 2018 International Property Maintenance Code and additional regulations as listed herein, regulating and governing the conditions and maintenance of all property, buildings and structures.

Mr. Wratcher recommended this item be tabled until some additional adjustments have been made to the proposed ordinance.

#### ORDINANCE

An ordinance of the Municipality of Monroeville, Allegheny County, Pennsylvania, amending the Administrative Benefits Ordinance, No. 2630, to include the Police Cadets (Act 120 Municipal Police Officers Education and Training Commission (MPOETC)). There was no discussion.

#### ORDINANCE

An ordinance of the Municipality of Monroeville, Allegheny County, Pennsylvania, amending the Administrative Salary Ordinance No. 2753, to include the Police Cadets.

Mr. Little reported the Civil Service Commission and council have dropped the Act 120 requirement for new hires and the hired officers can then get it. He added since they are not fully-sworn officers and not part of the collective bargaining agreement a separate category has to be created for them. He stated these two ordinances stipulate the officer's benefits and wages while they are getting the Act 120 Certification.

#### ORDINANCE

An ordinance of the Municipality of Monroeville, Allegheny County, Pennsylvania, electing to amend its non-uniform pension plan administered by the Pennsylvania Municipal Retirement System pursuant to Article IV of the Pennsylvania Municipal Retirement Law; agreeing to be bound by all provisions of the Pennsylvania Municipal Retirement Law, as amended, and as applicable to member municipalities.

Mr. Wratcher reported this is a housekeeping item regarding credited service for pensions. Mr. Little added it allows the employee to have credited services for the pension when they take family medical leave.

#### REPORTS OF MUNICIPAL STAFF

##### MUNICIPAL MANAGER'S REPORT

##### CAPITAL IMPROVEMENT PROGRAM

Mr. Little reported he has received two priority lists from council members and he requested the others be submitted. He questioned whether council had any questions or comments. He suggested a separate meeting or hearing could be scheduled for discussion purposes.

Mr. Williams inquired whether there is a form and Mr. Little answered it is on the council website. He wanted to get a sense of council's priorities. Mayor Gresock agreed that it should be discussed further before the program is approved.

#### HAZARDEOUS WASTE AND COLLECTION

Mr. Little reported the Household Hazardous Waste and Electronic Collection Event is scheduled for July 16, 2022 at the Public Works.

Mayor Gresock reported there is a fee but it is a good way to dispose of waste.

DIRECTOR OF PUBLIC WORKS AND ENGINEERING

GRASS CUTTING

Mr. Hugus reported several council members have contacted him recently concerning high grass and it is a big problem in the community this year. He explained why this problem exists. He reported under the property maintenance code the maximum height of grass is eight inches but the code enforcement officers do not write a letter until it is a foot. He then explained the process which is sending a certified letter to the owner of record, then they get seven business days to respond either by cutting the grass or giving an explanation. He stated if the grass is not cut then the municipality has a third party to do it. He stated the previous process was five days then it was changed to seven. He explained the seven days includes two weekends plus a day for inspection and a 24-hour period for a third-party contractor which interprets into a two-week period from the time the letter was sent. He felt the five-day period is more reasonable and the seven days is too much time. He recommended it be changed back to five days to get it under control.

Mayor Gresock inquired whether the date is from when the letter is written and Mr. Hugus answered affirmatively. He stated the date the certified letter is sent is when the clock starts.

Mr. Stevenson questioned how the two days would speed up the process. Mr. Hugus answered it would take the weekends out of it or four days. He added most people who receive the letter cut their grass. Further discussion ensued.

Mr. Biondo inquired why it was changed to seven days. Mr. Hugus reported Spring was early one year, the grass grew high and the letters were sent. He explained there was a group of people who were unhappy because they had to cut their grass over Easter.

Mr. Wolfram inquired whether a weekend would be included in the five-day period and Mr. Hugus answered affirmatively.

Mr. Wratsher pointed out if a resident calls the municipality things can be worked out. Mr. Hugus agreed if a resident responds and explains their situation then there is leniency.

It was the consensus of council to change it to five days. Further discussion ensued. Mayor Gresock felt the high grass is the first step toward blighted properties. Mr. Adams pointed out it is mostly rental properties and flipped homes are the worst. Mayor Gresock inquired whether there is any way to penalize repeat offenders and Mr. Wratsher answered negatively. He felt it could be discussed with the magistrate. He pointed out if the people cut the grass that is the end of it but if the people are unresponsive and it is repetitive then maybe the magistrate would consider imposing a fine. He mentioned it is a problem if the people are local and the letters are ignored.

Mr. Biondo inquired whether the third-party contractor does the grass on a schedule once someone is on the list. Mr. Hugus explained if the certified letter is ignored an inspection is done as soon as the specified time period has expired then the third-party contractor is contacted and the property owner is charged. He stated if it is not paid a lien is put on the property. He added once the violation is abated it starts all over again. Mr. Biondo questioned whether someone has to contact them or they are on a list that code enforcement checks. Mr. Hugus estimated that the municipality has

about 15 properties on the automatic cut list then they are notified at the beginning of the year to determine whether they are going to cut the grass.

Mr. Williams reported there are other communities that have an ordinance stipulating that if an out-of-town landlord owns a property they have to have someone take care of the property within so many miles of the property. He inquired whether Monroeville has such an ordinance and Mr. Wratcher suggested there was one for absentee landlords. Mr. Hugus indicated there are still responsible parties that ignore the municipality.

Mayor Gresock stated the five-day time period can start the next day.

#### RECOVERY OF VACANT PROPERTY

Mr. Little reported he distributed to council an email received that day about an application for recovery of vacant. He stated the municipality received an application for the same piece of property on Bellwood Avenue which should be sent directly to the county. Mayor Gresock suggested it may be a curtesy copy. He reported he could update council on this at the regular council meeting.

#### REPORT OF COUNCIL MEMBERS

##### SECOND WARD COUNCIL MEMBER ERIC POACH

Mr. Poach reported the Memorial Day Parade went off well and he thanked the legion. He reported he did get a number of calls about grass this week but the municipality was ahead of his complaints. He thanked the staff for a good job.

##### THIRD WARD COUNCIL MEMBER BOB STEVENSON

Mr. Stevenson thanked Deputy Mayor Poach for assigning him as council liaison to public works. He reported council charged the manager in February to send out requests for proposals for an engineering firm for the MS4 and eleven were submitted. He explained he along with Messrs. Hugus, Little, Hyzy reviewed the proposals and narrowed it down to two that were interviewed the previous day. He stated one will be selected and announced on Tuesday at the regular meeting.

##### MAYOR NICK GRESOCK

Mayor Gresock thanked all the Memorial Day Parade participants and the legion for organizing it. He reminded everyone of the Fourth of July Parade at 9 a.m. starting at the Miracle Mile Shopping Center which proceeds down Route 22, turns onto Mall Boulevard but this year it stops at the Convention Center. He explained it would not go to the mall as done in previous years because that is the location of the construction of VA Hospital. He stated the parade will turn into the Convention Center Parking Lot where the grand stand will be located. He stressed it would be a different configuration as it gets closer to that area. He again stated the parade is definitely happening and there will be public announcements. He reported fireworks will take place at 9:30 p.m.

Mayor Gresock sent his deepest condolences to the Ksiazek family for the recent passing of Kenny and stated he will be missed.

ADJOURNMENT

There being nothing further to come before council, at this time, Mr. Wolfram duly made a motion to adjourn the meeting at 8:12 p.m. and Mr. Stevenson seconded it. Upon a voice vote, the motion carried unanimously.

Respectfully submitted,

Timothy J. Little  
Municipal Manager

TJL/sam