

MARCH 17, 2014 COUNCIL MEETING MINUTES

The March 17, 2014 Council Meeting was called to order at 7:35 P.M. in the Council Chambers at the Municipal Building.

APPROVAL OF AGENDA ITEMS

Mayor DeLuca – Good Evening. We will call this meeting to order. We will amend the Agenda to have two Appointments for the Penn Hills Arts Council. The rest of the Agenda will stand as presented. Will you please stand for the Pledge of Allegiance?

Mayor DeLuca – we have a special guest here with us tonight. It is Ronald, please stand up. He is getting his Communication Badge. We just want to welcome you here tonight and good luck on getting that Badge.

ROLL CALL

**Mrs. Kuhn
Dr. Kincaid
Mayor DeLuca
Mr. Underwood
Mr. Palumbo**

Also present were Manager Rayan, Secretary Sorce, Finance Director Schrecengost, Controller Futules, Solicitor Alexander, Director Water Pollution O’Grady, Director Public Works Nosal, Director Senior Center Paciulli and Engineer Minsterman.

CITIZENS TO ADDRESS COUNCIL

Mayor DeLuca – first we have Citizens to Address Council – The Penn Hill Senior Service Advisory Council.

Linda Eaton – Good Evening everyone, Mr. Mayor, our Members of Council, Mr. Rayan and other Department Heads, my name is Linda Eaton and this is my colleague Mary Beth Phillips and

Judy Buzzard is there in the back she is losing her voice so you won't be able to hear her sing her aria tonight. We are here on behalf of the Penn Hills Senior Service Center as volunteers and part of the Advisory Council. Also here is our Director Phyllis Paciulli. I would like to take a moment just a moment to define what our Advisory Council is and the purpose of our Advisory Council, Article 2, and Section 1 of the Advisory Council By-Laws states The Council shall review and advise in the development and implementation of the Strategic Plan Operations Manual of the Penn Hills Senior Service Center. This means that we work closely with our Director and all staff members at any given time and together we ensure that our actions and decisions on behalf of the Center comply with the Municipality of Penn Hills and regulations and the Allegheny County Area Agency on aging mandates. Part of those mandates is that we are required every year really as part of the Quality Improvement Program to do program evaluations. We evaluate our own programs such as nutrition, and so forth. This year we did the Program Evaluation for the Volunteer Program Services and for Outreach Services and that involves just seeing where we are, where we want to move, are we doing things right, where we can show improvement and I am just going to mention Rose Walker is the Chair of the Outreach Program Evaluation. She could not be here tonight. I am going to pass out these reports to our Council and when you get a chance please read them. I know you won't have a chance to read them right now. This was really involved work and a lot of volunteers worked on it along with our Council and our Director. It is very interesting. Just let me give you a summary of the Outreach Services. The purpose of Outreach is to seek out and identify geographically hard to reach or socially isolated eligible individuals who are in the greatest need of services and to provide them with information and the opportunity to participate in the needed services and I don't want to take too much of your time but if you get a chance look that report over and you will know right away that this is an honest report and a lot of time was taken and a lot of care and Mary Beth Phillips who is the Secretary of our Advisory Council was the Chair of the Volunteer Program and she will speak to that so thank you very much.

Mary Beth Phillips – I am not going to bore you with a lot of detail because the details are in there. If you look through the report you can see the areas that we evaluated, the things we learned because of our evaluation and the actions we took because of it. But a couple of things that I did want to make you aware of that I think you might find surprising and interesting is our Senior Center has over 100 volunteers. The greatest majority well over half of them are in their late 70's and 80's and we have some very active 90 year olds in there. So let me tell you when we went in to evaluate how the kitchen is run by volunteers and so on you get a little 85 year old woman who has been working in there for twenty five years and some 70 year old man comes walking in and says I think I can help with this that was tough. We did have some hurdles but we handled it kind of lovingly because these volunteers especially these older people are the heart and soul of that Senior Center. They are the people who have made it what it is and we younger volunteers coming in want to learn from them and now it is a very valuable thing that we got from this evaluation because of it we were able to put together an actual volunteer program. We work closely with the volunteers in all these different areas and with staff and we wrote job descriptions for the volunteers and we wrote procedures and we were able to put everything all together into a Manual and there are Manuals distributed throughout the Center for the volunteers and the staff and anybody who is interested to look at it and if any of you come in we would be happy to show it to you. It is very comprehensive. Another thing that we learned going through this process is that the volunteer force is changing. Say when our parents volunteered their mind set was when you say you are going to volunteer you make a commitment and these people may come in five days a week for twenty, thirty years and volunteer. Well the retirees today aren't like that so we are finding it somewhat of a challenge to fill positions as these people are aging out and we want to attract new volunteers and so we are probably going to have to adjust some of our thinking and some of the ways we do things to bring in people. The volunteers today are more tech savvy than say a generation earlier. We need to find these people too and so these are some of the things that the volunteer program is doing at our Senior Center and we are very proud of this group of people and I think you should be too. I

think you will be. You look at the report and if you stop in we will be glad to explain anything to you if you would have any questions.

Mayor DeLuca – o.k. thank you.

Mrs. Kuhn – I just wanted to say that this is very nice as long as I have been on Council I don't think I have ever received such a detailed report so it is very nice. I know Linda very well and I know all the work that she does and as I tell them all the time when I go throughout Allegheny County everyone comments about Penn Hills Senior Center and how wonderful they are. I do know that our staff that we have could never do and run that Senior Center as well as it is done if it wasn't for the volunteers. So I appreciate everything you do and it is remarkable how many hours and days that the volunteers are there. So please extend that to everyone that I do appreciate it. Thank you.

APPROVAL OF MINUTES

Mr. Underwood made a motion to approve the Minutes of March 3, 2014.

Mr. Palumbo seconded the motion.

There being no further discussion the motion was approved by a 4-0 vote.

Mrs. Kuhn – I abstain because I was not in attendance but again I want to tell you Maureen thank you so much for all the detail I feel like I was here.

Maureen – thank you.

EXPENDITURES

Dr. Kincaid made a motion to approve the Expenditures of March 17, 2014. Journal Vouchers – 0 - \$0.00, CD Requisitions – 2 - \$1,651.75, Master 27172 – 27297 - \$916,425.18 making a grand total of \$918,076.93.

Mr. Palumbo seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote. Mrs. Kuhn abstained from Check No. 27192 to Don Kuhn Auto Body for \$600.00 rental and \$519.50 for repairs and yes to all of the others.

ORDINANCES

Mr. Underwood made a motion to approve Ordinance 2561 of 2014 adopting a Street Occupancy Ordinance providing for Regulations for the Occupancy, Repair, and Installation of various improvements in Municipal Rights of Way.

Mr. Palumbo seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mr. Palumbo made a motion to approve Ordinance 2562 of 2014 approving one time only Amnesty Program for Municipality of Penn Hills property owners for Delinquent Sewer Fees through May 31, 2014.

Dr. Kincaid seconded the motion.

Patrick Varine – Penn Hills Progress – The Portnoff Letter that is attached to the information in the Council Packet is that a letter that is going to be going out to everybody that has a delinquent bill on the 24th the date that is on the letter.

Moe Rayan – this is a sample letter, other people will be receiving the same letter.

Patrick Varine – on the 24th?

Moe Rayan – not necessarily the 24th but thereafter.

There being no further discussion the motion was approved by a 5-0 vote.

RESOLUTIONS

Mr. Underwood made a motion to approve Resolution No. 2014-014 adopting a revision to The Official Sewage Facilities Plan.

Dr. Kincaid seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mr. Palumbo made a motion to approve Resolution No. 2014-015 exonerating The Penn Hills School District Tax Office from the Collection of the 2013 Real Estate Taxes.

Dr. Kincaid seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mr. Underwood made a motion to approve Resolution No. 2014-016 approving for a Sewage Module Application for Saltsburg Road Dollar General.

Dr. Kincaid seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mr. Palumbo made a motion to approve Resolution No. 2014-017 awarding a Contract to Jet Jack, Inc. for Contract A of the 2014 CCTV Inspections Project in The Total amount of \$128,100.00.

Mr. Underwood seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mr. Underwood made a motion to approve Resolution 2014-018 awarding a Contract to Jet Jack, Inc. for Contact B of The 2014 CCTV Inspections Project in The Total Amount of \$139,130.00.

Dr. Kincaid seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

Mrs. Kuhn made a motion to approve Resolution No. 2014-019 recommending support for completion of the Mon Valley/Fayette Expressway, particularly the PA Route 51 North Project.

Mr. Underwood seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

APPOINTMENTS

Mayor DeLuca made a motion to approve two Appointments to The Penn Hills Arts Council - Nicholas Lamia and Janet Carlisle.

Dr. Kincaid seconded the motion.

There being no further discussion the motion was approved by a 5-0 vote.

REPORTS

Mrs. Kuhn – I just wanted to extend to the Public Works my sympathy for the winter that we have had and I do want to say that I did get some phone calls towards the end of the snow season because of the fact that some of the roads weren't being salted and expressed to those individuals that there were communities that had no salt and

that Penn Hills was fortunate enough because of our Management that we at least had salt to use on the roads but we were using it tentatively so that we did not run out and I did also explain to them that if they were watching the news that the salt was hard to come by because the barges couldn't get down because of the ice. I know that our Public Works employees worked so many many hours and it was very tiresome and I do want to extend my appreciation to them for a job well done.

Dr. Kincaid – I would just like to add to Mrs. Kuhn's comments in regards to Public Works. I found them to be very efficient and effective on their jobs mainly because I was out about 5:00 many mornings taking my son to work and I know that is at the beginning of the shift but from Penn Hills we had to go to Monroeville and I was able to do some of the real steep hills and streets that were really tricky that time of day but more than that I want to commend Public Works for the fact that I thought I was driving over pot holes but when I saw the black spots the last couple of days I discovered to my surprise that the pot holes were filled. So they are doing a good job very quickly, winter is not over yet as we know but very quickly filling up pot holes and just to add to that I have not heard one complaint about pot holes. Thank you.

Mayor DeLuca – yes our Public Works Crew always does a great job and I also want to congratulate our Volunteer Fire Department #7 for 65 years of service so that is fantastic so I do want to congratulate them on that Anniversary.

Mayor Deluca – with that we will go into an Executive Session to discuss Personnel Matters.

ADJOURNMENT

Mayor DeLuca – entertain motion to adjourn.

Dr. Kincaid made a motion to adjourn.

Mr. Underwood seconded the motion.

The meeting was adjourned at 7:59 P.M.

DATE

**MAUREEN M. SORCE
MANAGER'S SECRETARY**