

## **APRIL 4, 2016 COUNCIL MEETING MINUTES**

The April 4, 2016 Council Meeting was called to order at 7:34 P.M. in Council Chambers at the Municipal Building. Mayor Sara Kuhn presiding.

### **APPROVAL OF AGENDA ITEMS**

Mayor Sara Kuhn – I will call this meeting to order. The Agenda stands as presented and could we please stand for the Pledge of Allegiance.

### **PLEDGE OF ALLEGIANCE**

All stood for the Pledge of Allegiance.

### **ROLL CALL**

Mayor Kuhn  
Dr. Kincaid  
Mrs. Sapp  
Mr. Underwood  
Mr. Palumbo

Also present were Manager Rayan, Secretary Sorce, Planning Director Blackwell, Finance Director Schrecengost, Solicitor Alexander, Engineer Minsterman, Architect Turkall, Department of Public Works Sheppard, and Officer Martinelli.

Mayor Kuhn - At this time I will call to order the Public Hearing for the Community Block Grant. Before I ask questions from the audience and Council I would like to read into the record the memo that was sent to us by our Planning Director.

### **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC HEARING**

Mayor Kuhn - This will be the second of two required public meetings on the CDBG Budget. It is an opportunity for the public to make comments on The 2016 Year 42 CDBG program. In addition, it is an opportunity to make changes and express desires for the coming CDBG Program Year. There is no action tonight. The Planning Commission had a meeting on February 25, 2016. The Municipality has been allocated \$644,876.00 from HUD for the 2016 Year 42. This combined with \$45,000.00 in program income will result in a budget of \$689,867.00 . The action plan is our application for funding to HUD and describes how we intend to utilized these funds in the coming year. A draft of the Action Plan in on display and it was prepared by our consultants Urban Design Ventures. The Action Plan must be submitted by May 19, 2016. So we will have the adoption of this plan and it will be on the Agenda for April 18, 2016. Do I have any comments from the audience? No comments from the audience? Any comments from Mayor & Council?

Dr. Kincaid - I would just like to get an update on one or two of the items relevant to this particular project. The sidewalk improvements I think it comes under the Neighborhood Stabilization of Frankstown West. I have seen Penn Dot during their surveys maybe six or nine months ago I would just like to know if there are any updates on where we are in the cards in the beginning of projects relevant to sidewalks? I will direct to Chris.

Chris Blackwell - yes and Rick can help me with this also. Gateway Engineers has been working closely with Penn Dot. It really has been the difference here in many cases with sidewalks. In fact when we started this project as you know a couple of years ago and we put considerable amounts of money into Engineering, Penn Dot required us to actually before they would even answer if they would even do this project, or allow this project they actually said they wanted it fully designed down to the nuts and bolts so that is why it has been taking so long and if you recall we did have money in place and we transferred it last year to street paving because that was a more urgent project so we are trying to build that up again and I think that maybe Mr. Minsterman can I think the specs should be done shortly.

Rick Minsterman - Gateway Engineers - I think we have gone through a lot of iterations with Penn Dot and we are very close so I believe we are moving ahead for the first phase to design and that is if the construction funding is available, so I don't know what the total budget is I believe this is an add on to existing funds.

Chris Blackwell - yes

Dr. Kincaid - to follow up on those questions for example I am very familiar what the plan is I have not seen the drawings. Do either of you know how the Bon Air Park will fit into this project?

Chris Blackwell - yes Bon Air Park was closed and we have no intent to open it.

Dr. Kincaid - you still have that listed here in the paper for improvements.

Chris Blackwell - Bon Air Park is on here? I am sorry.

Dr. Kincaid - no it is listed under the narrative.

Chris Blackwell - o.k. that is an error on my part.

Dr. Kincaid - o.k. no problem just needed to know specifically. Thank you for that.

Moe Rayan - Bon Air Park has been closed since last September or October. Somewhere in that neighborhood and it was brought to your attention last year.

Dr. Kincaid - thank you very much Madam Mayor.

Mayor Kuhn - is that it Dr. Kincaid?

Dr. Kincaid - yes I will just stay with that.

Mayor Kuhn - o.k. I did want to go over some changes that I had spoken to Chris about and that I would like to see implemented when we do the final approval. We have Public Service Funding and it has to be used for certain projects and the Year 42 is the YMCA Scholarship Program and the Lincoln Park Community Food Pantry, Jefferson Manor Food Pantry, WPHCA that is Reverend Hunt's Program for the young people to be working in the summer and we have Penn Hill's Service Association and our Senior Services vehicles. First on the list, because you can only use up to and it can't exceed 15% of what our regular budget is but that means that we can delegate certain amounts for certain projects and the YMCA has been getting this is \$15,000.00. I am a very big fan of the YMCA and I was there when they opened the new one and it is a beautiful facility and I felt very honored and proud that the YMCA put so much money into a building in Penn Hills. I think that spoke wonders. However, that being said I asked Chris if we could decrease that to \$10,000.00 and the reason why is YMCA is nationwide and so they have the funds and the ability to get Grants which our local food pantries do not have so I was asking if we could drop that down \$5,000 so that would be \$10,000.00 for that and the Lincoln Park Food Pantry was at \$10,000.00 and I would like to have that increased to \$13,000.00 so that would be a \$3,000.00 increase and the reason for that is the fact Lincoln Park Community Food Pantry has also opened a food pantry at Zion Church up by McDonalds so that is an added expense for them to have two food pantries and they are also attempting to implement a Back Pack Program and that would be for children to take home lunch for the weekends when they are not at school so for those two reasons I thought that their budget should be increased and then we have the WPHCA which I said previously is for the Youth Work Program. The reason I am asking for that to be dropped from \$22,000.00 to \$20,000.00 is because in the past we have purchased large equipment for them. We purchased a van if I am not mistaken and we are paying for some of the Churches expenses as far as Administration goes and researching this I would rather see the full amount go to the youth that are going to be helped by this by having jobs in the Summer. So being that we already done the high end I was dropping that \$2,000.00. Now the Penn Hills Service Association they come in every year right on schedule with all the receipts and everything and they go through their money completely and they add their own to it for I was wanting to increase that from \$30,000.00 to \$34,000.00 and like I said because of the fact that I have given as far as the needs I believe and the Senior Service Center Vehicles at \$10,000.00 that would remain the same because we have already received bids on the two vehicles and they are under the \$10,000.00, am I correct?

Chris Blackwell - yes.

Mayor Kuhn - so I would like to add that to see how this would play out. So if you go through and Chris this is very informative and I really appreciate all the time that you have put into this some of the things and I have talked about the Food Pantries which is very important to me because of the fact that unfortunately we have a lot of families that rely on that food pantry so that is why I am trying to rearrange some of this. I did want to touch on the Neighborhood Stabilization Team, Chris went into detail with me when I asked him about this and they do a lot of mapping that we use for information and it is for \$3,000.00 and we then have the Senior Aid Rehab and that is \$10,000.00 and they provide a \$1,000.00 Grant so that doesn't have to be paid back if I am correct Chris is that right?

Chris Blackwell - yes.

Mayor Kuhn - and that is for low income senior citizens to upgrade and improve their quality of life which HUD is all about. For example Grab Bars, Hand Rails, Electrical Services and things that would make their homes safe so that is why that is in there and then the Senior Hand Rail Program is \$10,000.00 and that I am totally in support of because so many of our seniors need that but I did read in here Chris that the Senior Service Center was the one that you would go to, correct?

Chris Blackwell - yes they still are.

Mayor Kuhn - they still are because I thought I saw that the Planning Department is handling the Program.

Chris Blackwell - it used to be that they got funding from somewhere else but the Program has been at the Senior Center for many years and I want to say about three years ago we took over the funding of it so Phyllis and her staff still take the applications.

Mayor Kuhn - o.k. so that was my question because I get several calls from residents asking how they go about getting on the list for that and I have always directed them to the Senior Center so that is to be continued, correct?

Chris Blackwell - yes, and another component of this which may not be here is that also because it goes to the Senior Center it gives them the option to enter the home and make sure if there are other issues or other needs that the senior may need it seems to be a good time to interview the folks so that they have expertise that we don't have.

Mayor Kuhn - o.k. and then the Town Wide Demolition is very important and that is \$70,000.00 and going through the information it shows that that would be ten structures that we would be doing with that money, is that correct?

Chris Blackwell - ten or eleven a year I believe.

Mayor Kuhn - o.k. and how Chris do we let the people in the neighborhoods that are living next to these structures that are unsafe how do they get on the list or does the Planning and Code just put the people on the list?

Chris Blackwell - Planning and Code puts it on a list but it is a cooperation between Planning and Code and Damian the Planner in our office probably has about 80 or more homes on a list so the one end of the list is Demolition where they have been vacant for a long time, Code Enforcement has received a lot of complaints and then as you go to the other end of the list there are homes that are in need of renovation and could be flipped or sold so Damian on the one end he is working with Code Enforcement and actually has entered all eighty homes or however many on the list but has actually gone with The Code Enforcement Officers into every single home, so they identify which homes if it has been sitting long enough where it needs to be demolished. If it can be saved, notes are made on that and we have a nice cooperation with Maiello's Office where we have actually initiated seven Sheriff Sales now where we are putting them in contact with people to flip those properties.

Mayor Kuhn - o.k. and then on the sidewalk improvements. I know that when we had discussed this at a previous meeting I had asked Rick if this is \$85,000.00 but with the engineering and that we are spending our funding on the Engineers recommendations or evaluations and then we don't have any money for the actual project and that was very disturbing to me. I don't know if you recall that meeting. So I didn't know I see here that the existing sidewalk gaps and obstructions along Frankstown Road from Graham Blvd. to Bon Air Road now I believe that is the one that we were talking about because of the fact that it had such a drop in the demography that you were saying that all the work that would have to be done before we could even do the sidewalk so whomever is in charge I don't know if it goes Gateway or Chris or the Manager or whomever is in charge of that as I have stated before I would like an eyeball examination so that if you see that the terrain is that bad that we pass that one and go to one that is more available to have completed because it does us no good to do the engineering and spend the funding when we know we are not going to have the funding for the sidewalk itself so I know we have discussed that at a prior meeting but being it is all in here so I just wanted to bring it up again and then as far as the improvements for the Senior Center I thought that they were well needed improvements as well as William McKinley improvements, the Multi-Purpose Center and Lincoln Park Community Center. If anyone is questioning where we have \$50,000.00 for building improvements that basically is for all the Municipal Buildings and that was based on HUD has required us to do as far as accessibility.

Chris Blackwell - that is correct.

Moe Rayan - actually as part of the settlement.

Mayor Kuhn - so Chris as I said before you know you always give us a good detail and I appreciate all the work that you and your staff go through. Are there any other comments from Council on anything?

Chris Blackwell - I put on your desk a new copy of this report and the only changes on the sheet is the streets and I received that Friday and I know streets are important to the residents so when you want to know what CDBG streets are being paved there is a listing and it is now on this document and I did not make the changes that we talked about because you wanted to discuss it but the streets I wanted to make sure you knew they were in there.

Mayor Kuhn - well that is very helpful because when people call then they want to know if their street is on so that is very helpful.

Chris Blackwell - I also put it over there on the table for the public so I wanted to make sure you had the same list. Thank you.

Mayor Kuhn - if there are no other comments then I will close this meeting.

## **EXPENDITURES**

Dr. Kincaid made a motion to approve the Expenditures of April 4, 2016, Journal Vouchers 0, \$0.00, CD Requisitions 12, \$16,341.63, Checks 33906 – 34020, \$669,812.68 making a Grand Total of \$686,154.31.

Mr. Underwood seconded the motion.

Mayor Kuhn – I do have a comment on Check #33962, #34007 and Check #33968 and Check #34013 these all are pertaining to the Easter Egg Hunt that was held at Penn Hills Park last Saturday and I attended it and I want you to tell John that it was absolutely remarkable. When I went down I was expecting maybe tops a hundred people and there were well over 300 to 350 people there counting the children. He had everything for them. There were games that they could play and if they won they could pick a candy, there were crafts for them to do, they had hot dogs and potato chips and water which was good for every child no adults you had to go hungry because it was an Easter Egg Hunt and the Easter Egg Hunt itself was so well done they had areas I guess it was hay or straw that they spread out in an area probably as large probably from where I am sitting to the back seats and then they had the plastic Easter eggs hidden in the straw and they would have up to three years old, four to six, seven to nine and then older and then they tell the children you can only get eight eggs well most of them took eight eggs but there were some that had a little bit more and I have to say that when the parents were taking the eggs out if they had an abundance they threw them back in you know but those children just absolutely loved it and I had my two grandchildren and when we were coming home they said that was the most fun we had I can't remember when so please tell John that he did an excellent job and the reasons I

asked for those checks because if you total those checks it was \$945.70 and like I said anywhere between 300 to maybe 340 children but even if you go to the low end of 315 participants that means that it cost The Municipality \$3.00 per child and I think it was wonderful and I wish it would have been utilized in the newspaper because it was nice that Penn Hills Municipality gives something like that back to the Community and it was fantastically done so that is why I was questioning that and I have one other one it is Check \$33964 to Nick's Auto. I believe it was somewhere over \$3,000 but I just wanted to ask Moe you know that I ask this all the time that is one of the reasons that we allot to buy new vehicles is in an attempt to have our repairs lowered so I don't know if you have the information but if you could somehow get it for me I just was wondering what the repair cost for the First Quarter in 2015 was compared to the First Quarter in 2016.

Moe Rayan - will do.

Mayor Kuhn - thank you so much. O.K. Maureen roll call.

Mayor Kuhn abstained from Check #33958 to Don Kuhn Auto Body for \$380.55 and yes to all others.

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

## **RESOLUTIONS**

Mr. Underwood made a motion to approve **Resolution No. 2016-021** – authorizing the Submittal of a Community Conservation Partnerships Program Grant Application to The Pennsylvania Department of Conservation and Natural Resources for Accessibility and Recreation Improvements at Universal Park and Penn Hills Park.

Dr. Kincaid seconded the motion.

Mayor Kuhn – I only have one question Moe. First of all I think this is a wonderful Grant that we are asking for and I hope that we do get it but it is a matching Grant so that means that the Municipality would have to put in \$50,000.00 am I correct if we would get the Grant?

Moe Rayan - that is correct. Sometimes we could do it with in kind services like our equipment and our personnel depending on the type of Grant the reimbursement that they are going to require if we get approved so there are ways to come up with the funds otherwise we would have to be budgeted.

Mayor Kuhn - o.k. that was my other question, if by chance we cannot more or less swap our services do we have a line item that this \$50,000.00 could come out of in a budget?

Moe Rayan - it won't be this year. Normally we go through an application process and the approval period after that and then we are allowed one to two years to complete the project and if that is the case then we will do the preparation work for the following year.

Mayor Kuhn - and like I said you know to get the walking trail in Penn Hills Park would be wonderful and I think many many residents would use it. I think that would be something the entire community could use and then as far as the equipment and that that we would be getting for Universal Park, is that correct?

Moe Rayan - I believe it for both a couple of parks, yes.

Mayor Kuhn - because I know many people from other communities have utilized Universal Park and when they see me all they do is tell me how wonderful that park is so it is nice that we are keeping it up too. With no other comments Roll Call.

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

Mrs. Sapp made a motion to approve **Resolution No 2016-022** authorizing The Municipal Manager to enter into a Three Year Contract with Staley Communications, Inc. for monthly connection fees for The Department of Public Works Radios at a Yearly Cost of \$5,304.00.

Mr. Underwood 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. 2016-023** awarding a Contract in the amount of \$49,000.00 to Pampena Landscaping/Construction, Inc. for The William McKinley Center UFAS Improvements.

Mr. Underwood seconded the motion.

Dr. Kincaid - I guess I will direct this to Chris I read the other information that was in the CD Report but I guess my question is regarding this particular Contract or maybe it is not where do we stand on the Security System at the William McKinley is that all taken care of or is some of that work included in some of this proposal?

Chris Blackwell - this is two completely different projects the Uniform Federal Accessibility Standard this is the thing that HUD requires to do ramps and things like that so it is outside, but the Alarm System is well under way and should be completed shortly.

Dr. Kincaid - so what you are saying is the Alarm System has not been completed as of this date?

Chris Blackwell - no it has not.

Dr. Kincaid - thank you.

Mayor Kuhn - as we have mentioned this Motion and Resolution is for the HUD requirements that they have put on us.

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

## **REPORTS**

Mayor Kuhn - first of all Moe I have a report on Friday evening. I attended a fund raiser for BOB and that is Bring Out the Best and the founder of that is Shawn and his last name escapes me right now but it might not top the Easter Egg Hunt but it was very gratifying to attend. BOB Bring Out the Best I think would be wonderful for the slogan for Penn Hills all in one. This young man started with doing the local gardens in each little community and the people would come I believe it was at the Penn Hebron Garden and he has slides when they first started and how it grew and how people started to attend and got to be friendly and they were getting such abundance that they would give it to the food banks and then they got the children involved in it and I give a shout out for The Penn Hills School Department that right now is struggling and doesn't get that many shout outs and they had programs with the young people and they came in and they did gardens and they would go and help people who had difficulties and he keeps moving on and on and now he is even taking on for the Veterans. He did a Christmas Tree decorating at the Frankstown Garden on Rodi Road and they put up a tree and then everybody that went there if they put on a decoration they gave a donation and it ended up being like \$2,100 or \$2,200 and he worked with Marlin at the Veteran's Association and they were able to spend all that money for gifts for the Veterans and these are Veterans who are struggling terribly because of the fact they have come home and they weren't able to get back into society. Some of them had drug problems, alcohol problems some had arrests so they come to the Veterans and they have some where to come during the day and have meals and what they are looking to do and this is going to be nationwide. They are trying to get a program going it is a Tiny House Program and they would like to make these tiny houses which only would cost up to \$9,000.00 and they would be self sufficient as far as their utilities and that and he would like to start a small one if possible in Penn Hills and I know that he has met with Chris and they have talked about different avenues to have that done and it was very rewarding to see how many wonderful good people we have in Penn Hills that give their volunteer time to make a difference with children, with Veterans and with people in need in Penn Hills so it was very rewarding to go and it would be nice if these type of things were brought to the public's attention so that people can see just how wonderful Penn Hills is and then I do have another report that the White Oak Borough Police Department had a charity event known as Tips for Cops and Officers from all around Police Departments volunteered their time and they serve as waiters and waitresses at local restaurants

donating all the tips to the White Oak Food Pantry. They were able to raise this year \$6,651.26 and they sent a letter saying that they would like to acknowledge Officer Lindsey Bigger and Officer Jason Bonace for volunteering their time for Tips for Cops so another shout out for two of our Cops for going over and above what they have to do and perhaps we could look into this and see if Penn Hills itself could be a host for this type of program. So congratulations to our Police Officers once again showing their loyalty and speaking for our Municipality and the other thing I did ask Moe and he did give me some information because of the fact that I see that they are in the audience is the problem on Faybern so Moe has some information if you want to come up and get that and they did have a meeting scheduled in March is that right Moe?

Moe Rayan - I believe it was right after the meeting that we had and we gave the information to the Traffic Safety Committee what I have from them right now that the item was tabled at that time just for the simple reason that they have to go out and measure the road way and take some photos and bring it back to the committee during their meeting on the 14th so anytime after the 14th I should hear from them as to their disposition of your request.

Mayor Kuhn - o.k. I just didn't want you to think that we dropped the ball on this so like I said I know that they had a meeting but they tabled it and I just wasn't sure what date they were coming back and Moe had told me that they had a meeting on the 14th of this month so they will be able perhaps hopefully to give a determination then. So I have your number and I am sure the Manager does and once the Traffic Safety Committee makes a recommendation we will get back to you. Now I have one other report. I am sure everybody knows about the terrible fire that we had on Allegheny River Blvd. and it was a restaurant on the Blvd. and it burnt down completely and once again it is your Volunteer Firemen who were there all day in a terrible situation. It was a dangerous situation and unfortunately we did have three Officers who got hurt. Thankfully none of them had to have I know they went to the hospital but they were released.

Moe Rayan - I believe two were treated at the scene and one was transported for heat exhaustion and first degree facial burns.

Mayor Kuhn - this just goes to show that these Firemen who are volunteers they are there at the beck and call of every resident in Penn Hills and they get paid nothing. They put themselves in a position where they could be killed or physically hurt so again I ask everyone when you get your donation request from your Fire Department please answer it. I mean I know money is tough with many of our residents but we find money for certain things and if we had to pay our Fire Departments your taxes would be so high you wouldn't be able to handle it. I do want to acknowledge the three, I want to say thank you to all the Fire Departments who responded but for the three who had sustained injuries we have Don Long from Station 227 which I am assuming is No. 7

Moe Rayan - correct.

Mayor Kuhn - and then Nick Hudak from Station 221 and William Krietler from Station 221 and I am assuming that is Lincoln Park.

Moe Rayan - Station 221 is Lincoln Park and Station 227 is Rodi Road right next to the Magistrates Office.

Mayor Kuhn - so for those three Officers especially I give our thanks and appreciation which I know all Council does and as I said whether they are out standing in the cold weather with all that they do and they have their boots asking for contributions please don't pass them by and when you get your donation every little bit helps so please don't say well I don't have enough I am not going to embarrass myself. Any amount that you give would be sufficient so I do thank them for their loyalty to Penn Hills and for all that they do for us and for risking their lives to take care of us as a volunteer. Thank you. We are going to have an Executive Session on Personnel and Real Estate. With that I will ask for a Motion for Adjournment.

### **AJOURNMENT**

Mayor Kuhn entertained a Motion to adjourn.

Dr. Kincaid made a Motion to adjourn.

Mr. Underwood seconded the Motion.

The meeting was adjourned at 8:16 P.M.

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DATE

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MAUREEN M. SORCE  
MANAGER'S SECRETARY

