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**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** February 10, 2017  
**SUBJECT:** Agenda – Regular Meeting – February 14, 2017 – 8 p.m.

Call to Order – Pledge of Allegiance to the Flag – Roll Call

**DB 1. Commission/Manager’s announcements:**

- Summary of discussion session topics (Manager McGill)
- Manager’s announcements (Manager McGill)
- Community highlights (Commission Vice President Silverman)

**DB 2. Junior Commissioner Elizabeth Gladden comments.**

**DB 3. Citizens Comments.**

**SS 4. Consideration of the [minutes](#) from the Adjourned Meeting held January 23, 2017. - approved**

*Recommended Action:* Move to approve the minutes.

**SM 5. Consideration of Resolution No. [R-1-17](#), the Standard Resolution for a Planning Module for the proposed Senior Apartments of Mount Lebanon. - approved**

As a part of the land development permit process, the Pennsylvania Department of Environmental Protection (PADEP) requires a Planning Module to be submitted to account for the sewage from the proposed Senior Apartments of Mount Lebanon. The standard resolution associated with the Planning Module is an update to the Municipalities “Official Sewage Facilities Plan” to include the development.

The Municipal Engineer has reviewed the document and recommends adoption of the resolution and transmitting it to the PADEP.

*Recommended Action:* Move to adopt Resolution No. R-1-17 for a New Land Development for the Senior Apartments of Mount Lebanon project and transmit the Planning Module to the PADEP.

**JB 6. Consideration to execute an Amended Ball Field and Naming Rights Agreement. - approved**

The Clint Seymour Play Ball Fund and the Municipality previously entered into an Agreement under which the Fund agreed to provide improvements to Wildcat Field and the Field was renamed Clint Seymour Field. The parties desire to amend the Agreement to adjust the

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improvements to be made. Instead of a new scoreboard, additional fencing, safety features, bullpen improvements and an identification sign will be installed.

*Recommended Action:* Move to authorize the execution by the Manager of the amended and restated agreement subject to any minor revisions approved by the Manager and the Solicitor.

**KF 7. Consideration of commencement of pension benefits. - approved**

Mt. Lebanon sponsors three defined pension benefit plans for its employees: General Employees, Police and Firemen. The Commonwealth of Pennsylvania's Department of the Auditor General requires that all benefit commencements for the Police Pension Plan be approved by the Commission. It also recommends that all benefit commencements regardless of plan type be approved by the Commission.

The employee detailed below has requested benefit commencement commensurate with the terms of his respective pension plan.

<b>Employee Name Title</b>	<b>Pension Plan Department</b>	<b>Benefit Start Date</b>
Robert Gaetano Lieutenant	Firemen Fire	2/1/2017

*Recommended Action:* Move to approve benefit commencement for Robert Gaetano.

**SM 8. Consideration to revise recently-established parking restrictions on a trial basis on Main Entrance Drive, Circle Drive, Outlook Drive and Lebanon Hills Drive. The revised restrictions as proposed would prohibit parking between the hours of 7 – 9 a.m. Monday through Friday on school days for an expanded area on these streets. - approved**

Residents of Main Entrance Drive and Lebanon Hills Drive have expressed a concern over increased parking on these streets. The residents attended several traffic board meetings to express their concerns.

The Home Rule Charter and Municipal Code contains a provision allowing for the establishment of traffic regulations for a trial period to determine their effectiveness before making such regulations permanent. At the expiration of the designated trial period, the Commission shall evaluate the effectiveness of such regulations and shall either:

- make such traffic regulations permanent;
- revise, modify or rescind such traffic regulations; or
- establish an additional trial period to permit further study and evaluation of such traffic regulations.

Temporary traffic regulations, when established in accordance with this Part 3, shall have the full force and effect of law.

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At a prior Commission meeting, parking restrictions were put in place on a trial basis. Based on field observations and resident input, the Commission wishes to revise the area where the parking restrictions were established by expanding the restrictions to the area originally recommended by the Traffic Engineer.

Recommended Action: Move to revise recently-established parking restrictions on a trial basis on Main Entrance Drive, Circle Drive, Outlook Drive and Lebanon Hills Drive to prohibit parking between the hours of 7 – 9 a.m. Monday through Friday on school days to the area originally recommended by the Traffic Engineer, and to further direct that the appropriate signage be posted. The parking restrictions will be reevaluated in six months.

**SS 9. Consideration to award a professional services contract to Diversified Municipal Services. REMOVED FROM AGENDA**

Diversified Municipal Services, Inc., has proposed to represent the Municipality in defending and appealing assessed values, including compiling sales data on the subject and comparable properties. With the 2017 appeals program, Diversified will prepare and analyze assessment to sale ratios for all transactions that have occurred in Mt. Lebanon in the past. Diversified will charge a flat fee of \$175 for each appeal attended.

Recommended Action: Move to authorize the proper municipal officials to execute an agreement with Diversified Municipal Services.

**JB 10. Consideration to purchase three police vehicles. - approved**

The police department has asked to purchase three Ford Police Interceptor Utility vehicles for use by the patrol unit. These new vehicles will replace older vehicles that have reached their useful end of life. The vehicles were bid through the South Hills Area Council of Government (SHACOG) joint purchasing program as follows:

**2016 Ford Police Interceptor Utility – Patrol**

Day	Woltz & Wind	Tri Star	New Holland
<b>\$32,239.00</b>	<b>\$32,535.00</b>	<b>\$32,625.00</b>	<b>\$33,118.00</b>

Day Ford was the low bidder for the Ford Police Interceptor Utility vehicles. The purchase price for three vehicles totals \$96,717.

Recommended Action: Move to award the bids for the three vehicles through the SHACOG joint purchasing program to the low bidder, Day Ford, at a total price of \$96,717.

**KF 11. Consideration to purchase a new pumper. - approved**

The fire department worked with the vendors listed on the National Joint Powers Alliance (NJPA) to develop specifications for a new pumper. NJPA’s cooperative contract purchasing leverages the national purchasing power of more than 50,000-member agencies while also streamlining the required purchasing process. As a municipal national contracting agency,

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NJPA establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law.

The NJPA's fire apparatus vendors included Smeal Fire Apparatus and Rosenbauer America. After meeting with both vendors, developing a general specification, and receiving preliminary pricing from both vendors, the fire department apparatus committee recommends Rosenbauer America, whose preliminary pricing was lower than Smeal Fire Apparatus and whose specifications the committee was able to work with to get within the budgeted amount of \$575,000.

Recommended Action: Move to award the contract for the purchase of a pumper to Rosenbauer America for a total price of \$575,000.

**DB 12. Adjournment.**