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TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: August 25, 2017
SUBJECT: Agenda – Adjourned Meeting – August 28, 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. Citizens Comments.

SM 3. Consideration of the [minutes](#) from the Regular Meeting held August 8, 2017.- passed

Recommended Action: Move to approve the minutes.

KF 4. Consideration of Resolution [R-12-17](#) to approve the submission of a proposal with DCED. - passed

The Municipality desires to obtain funds in the amount of \$500,000 from the Department of Community and Economic Development for upgrades to the central business district, which includes sidewalk replacement, new street lighting and enhancements for pedestrians.

The submission to DCED for funds requires a resolution that authorizes the submission and that also agrees to reimburse the Commonwealth for any ineligible project expense.

Recommended Action: Move to adopt Resolution R-12-17 authorizing the submission of a proposal for funds from DCED.

JB 5. Introduction of a conditional use request approval for 302 Castle Shannon Boulevard for use as a Medical Clinic/Medical Facility. - introduced

Roots Chiropractic is requesting conditional use approval for a property located at 302 Castle Shannon Boulevard. The property is zoned C-1 Neighborhood Commercial District. Chapter XX of the Mt Lebanon Code, *Zoning*, Section 302.3.5 identifies “Medical Clinics or *Medical Facilities* operating between the hours of 6:00 am and 11:00 pm.” As a conditional use in the C-1 District.

The Planning Board recommended approval of the conditional use request on August 22, 2017.

Recommended Action: JB 1. Introduce the request.
DB 2. Set the public hearing for September 25, 2017.

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SS 6. Consideration of appointments to serve as Junior Commissioners. - passed

The Commission received applications from 10 highly-qualified applicants for Junior Commissioner. All of the applicants were interviewed by a committee.

Recommended Action: Move to make the following appointments:

- a) Katherine Izzo for fall 2017 semester.
- b) Tom Cosentino for spring 2018 semester.

JB 7. Consideration of appointment to serve in the Student Intern program. - passed

This is a pilot program that provides an opportunity for a high school student(s) who has applied to be a Junior Commissioner and as part of that application or interview process expressed an interest in learning more about how local government functions in Mt. Lebanon.

The program will include a real world look at the decision process behind the provision of local services, the budget process, the role of various boards and authorities, the role of the elected officials, how policies are developed and implemented, the importance of public outreach and effective communication and other related topics. The student intern will have the opportunity to attend public meetings each month and may attend advisory board meetings or shadow department heads.

Ian McMeans, Assistant Manager/Planner, will be the staff lead for this program. The program will run from September to November and February to April. At the conclusion of the program, the student(s) will be asked to provide a summary report detailing the experience and offering their perspective and insight on what they have learned and ways the program might be improved.

Recommended Action: Move to make the following appointments:

Tom Heagy, Cassidy Higgins and Bryce McKain - they have not decided who will attend which term

SS 8. Appointment to the Parks Advisory Board. - passed

Recommended Action: Move to appoint Gregory Newman of Sunrise to the Parks Advisory Board to fill an unexpired term ending March 31, 2019.

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SM 9. Appointment to the Traffic Board. - passed

Recommended Action: Move to appoint Priya Amin of Vermont to the Traffic Board to fill an unexpired term ending March 31, 2019.

KF 10. Consideration for the Rejection of the Mt. Lebanon Golf Course Bunker Liner Replacement Project. - passed

Bids were received on August 15, 2017, for the Mt. Lebanon Golf Course Bunker Liner Replacement project. The project involves the removal of the existing sand in the bunkers and the installation of new bunker liners and sand throughout the Mt. Lebanon Golf Course.

The Municipal Engineer has verified the bids as follows:

Contractor	Base Bid
Plavchak Construction Co., Inc.	\$87,275.00

The engineer's estimate and budgeted amount for this work is approximately \$67,000.

Because only one bid was received and exceeded the budgeted amount, it is recommended that the contract be rebid.

Recommended Action: Move to reject the Mt. Lebanon Golf Course Bunker Liner Replacement project bid of Plavchak Construction Co., Inc.

JB 11. Consideration for the Award of the Gas Line Replacement Project. - passed

Bids were received on August 18, 2017 for the gas line replacement at the Paddle Tennis Courts. The project includes upsizing of various lines to service larger heaters and the installation of pressure regulators due to a change in service to a medium pressure line at the Municipal Tennis Center.

The Municipal Engineer has verified the bids as follows:

Bruni Plumbing, Inc. \$18,570
John Haughey & Sons, Inc. \$40,200

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to Bruni Plumbing, Inc. The contractor has completed other plumbing projects for the Municipality in a satisfactory manner.

The Mt. Lebanon Platform Tennis Association has committed \$3,000 toward the completion of this project.

Recommended Action: Move to award the Gas Line Replacement Project Contract to Bruni Plumbing, Inc. in the amount of \$18,570.

SS 12. Consideration of the expenditure list for July totaling \$5,337,116.24. - passed

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Recommended Action: Move to approve the expenditure list for July totaling \$5,337,116.24.

SM 13. **Departmental reports.** - *filed*

Recommended Action: Ask that the reports be received and filed.

DB 14. **Adjournment.**