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TO: Mt. Lebanon Commission
FROM: Keith A. McGill, Municipal Manager
DATE: July 20, 2018
SUBJECT: Agenda – Adjourned Meeting – July 23, 2018 – 8 p.m.

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

- SS 1. Commission/Manager’s announcements:**
- Summary of discussion session topics (Manager McGill)
 - Manager’s announcements (Manager McGill)
 - Community highlights (Commission Vice President McLean)

SS 2. Citizens Comments.

SM 3. Consideration of the minutes from the Regular Meeting held July 10, 2018.

Recommended Action: Move to approve the minutes.

CG 4. Public hearing on a Conditional Use Request for an Institutional Home use at 2905 Castlegate Avenue.

Request for recommendation for approval of a conditional use. Mary’s Place, a Pennsylvania Non-Profit, is seeking conditional use approval to locate an Institutional Home at the property located at 2905 Castlegate Avenue. Mary’s Place would provide care, support, and housing for unwed expectant mothers and live-in staff. The property is zoned as R-4 Multi-Family Mixed-Residential with a Continuing Care Overlay. Chapter XX, Zoning, of the Mt. Lebanon Code, identifies “Institutional Homes” as a Conditional Use in the Continuing Care Overlay district.

The Planning Board recommended approval of the conditional use request on June 26, 2018.

This request was introduced at the Commission meeting on July 10, 2018.

Recommended Action: Conduct the public hearing.

SM 5. Introduction of Ordinance ([Bill No. 5-18](#)) concerning a lease for space in the North Garage.

EBCB Ventures LLC proposes to enter into a lease for space in the North Garage. Under the Charter, lease of real estate by the Municipality must be approved by Ordinance.

Recommended Action: Introduce Ordinance (Bill No. 5-18).

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SM 6. Consideration of Resolution No. R-15-18 for a Planning Module for the Residence at Poplar.

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 sanitary sewer service for the proposed Residence at Poplar. 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-15-18 for the Residence at Poplar development project and transmit the Planning Module to the PADEP.

CG 7. Consideration of a proposal for professional deer management services.

The Municipality received proposals from two organizations for the provision of services to manage the hunters participating in the deer management program for the 2018-2019 archery season.

The proposals are as follows:

Bid Items	Suburban Wildlife Management Solutions	White Buffalo
Base Bid	\$8,000	\$9,000

Municipal staff has reviewed the proposals and deemed the low bid to be accurate.

Recommended Action: Move to authorize the proper officials to execute the contract with Suburban Wildlife Management Solutions, LLC for deer management services utilizing archery for the 2018-2019 season.

CG 8. Consideration for the Rejection of the Mt. Lebanon Public Library HVAC Upgrades Project.

Bids were received on July 3, 2016, for the Mt. Lebanon Public Library HVAC Upgrades Project. This project involves removal and replacement of existing HVAC systems and controls along with associated structural, roofing and electrical work.

The Municipal Engineer has verified the bids as follows:

Contractor	Bid Amount
R&B Mechanical Inc.	\$355,800
East West Manufacturing	\$369,800

The budgeted amount for this work is \$210,880.

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Municipal staff recommends rejecting these bids and delaying the project until such time that full funding can be established in conjunction with other major capital items.

Recommended Action: Move to reject the Mt. Lebanon Public Library HVAC Upgrades Project bids.

SM 9. Consideration of a request from Commissioner Bendel.

The Home Rule Charter provides that Commissioners shall not miss three consecutive regular meetings of the Commission without being excused by the Commission.

Due to a personal issue, Commissioner Bendel has asked to be excused from the regular Commission meetings in July, August and September of 2018.

Recommended Action: Move to approve the request of Commissioner Bendel to be excused from the Commission meetings in July, August and September 2018.

CG 10. Consideration of the expenditure list for June totaling \$3,964,519.02.

Recommended Action: Move to approve the expenditure list for June totaling \$3,964,519.02.

SM 11. Departmental reports.

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

SS 12. Adjournment.