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**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** August 24, 2018  
**SUBJECT:** Agenda – Adjourned Meeting – August 27, 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 (Assistant Manager McMeans)
  - Manager’s announcements (Assistant Manager McMeans)
  - Community highlights (Commission Vice President McLean)
- SS 2. Citizens Comments.**
- SM 3. Consideration of the [minutes](#) from the Regular Meeting held August 14, 2018. - approved**

*Recommended Action:* Move to approve the minutes.

- CG 4. Public hearing and consideration of Ordinance ([Bill No. 6-18](#)) Amending the Stormwater Fee Billing and Collection Procedures. - approved**

Mt. Lebanon currently assesses a storm sewer fee, which is billed and collected every four months. An optional method of paying the annual fee at a discount is also available. The Ordinance changes the billing method to an annual billing, and retains the discount option. The Ordinance also retains the four month billing as an option, but only for properties with a large impervious surface, such that they are assessed at 5 or greater Equivalent Residential Units.

This ordinance was introduced August 14, 2018.

*Recommended Action:* SS 1. Conduct the public hearing.  
CG 2. Move to enact Ordinance (Bill No. 6-18).

- KF 5. Consideration of Re-approval for the St. Clair Hospital Lot Consolidation Plan. - approved**

St. Clair Hospital owns the property located at 1000 Bower Hill Road. At the June 12, 2018 meeting, the Commission granted final approval for a lot consolidation plan to merge the six parcels that make up the hospital property and create two lots. Lot 1 will be 30.692 acres and Lot 2 will be 0.838 acres to accommodate the relocation of North Wren Drive within Scott Township.

The 90-day time limitation to record the plan expired before the plan was recorded. The applicant is requesting that the Commission reapprove and re-execute the lot consolidation plan so that it can be recorded.

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*Recommended Action:* Move to grant re-approval for the St. Clair Hospital Lot Consolidation Plan.

**KF 6. Consideration of Re-approval the St. Clair Hospital Ambulatory Care Center Land Development Plan. - approved**

St. Clair Hospital is seeking to construct an addition to its existing facility for an ambulatory care center, operating rooms, out-patient facilities, offices, and associated parking. At the June 12, 2018 meeting, the Commission approved the expansion of the Conditional Use of a Hospital at 1000 Bower Hill Road, granted a modification to Chapter XVI of the Mt. Lebanon Code, Subdivision and Land Development, regarding the Required Plant List, and granted final approval for the project subject to conditions.

The 90-day time limitation to record the plan expired before the plan was recorded. The applicant is requesting that the Commission reapprove and re-execute the land development plan so that it can be recorded.

*Recommended Action:* Move to grant re-approval for the St. Clair Hospital Land Development Plan, conditioned upon:

- a. The execution of any necessary intergovernmental agreements.
- b. The applicant receiving the necessary approval of the Land Development Plan from other governmental approving bodies.
- c. The applicant completing post-construction traffic counts and performing any necessary mitigation as recommended by the Traffic Engineer at the applicant's cost and expense.
- d. The execution and approval of the required development agreement within 90 days and the receipt of the financial securities detailed in the development agreement.

**CG 7. Consideration for Additional No Smoking Signage at Clearview Common. - approved**

In 2016, the Commission approved Ordinance No. 3280 amending Chapter XI Part 1 of the Mt. Lebanon Code, entitled "Parks, Parklets, and Traffic Islands." This ordinance designated Clearview Common as a park within the Municipality of Mt. Lebanon. As a designated park, Clearview Common became subject to Section 202.10 of Chapter XI which prohibits "carrying any kind of lighted pipe, cigar, cigarette or any other lighted smoking equipment and any other use of tobacco products in any area of a park and public grounds and facilities."

Earlier tonight, the Commission heard comments from a concerned resident regarding the placement of no smoking signs in Clearview Common.

*Recommended Action:* Move to place additional no smoking signage at Clearview Common in prominent and easily visible locations.

**SM 8. Consideration of appointments to serve as Junior Commissioners. - approved**

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

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Recommended Action: Move to make the following appointments:

- a) Aoife Ruby Dunne for fall 2018 semester.
- b) Joseph Harrinton for spring 2019 semester.

**CG 9. Consideration of appointment to serve in the Student Intern program. - approved**

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 through November and February through 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:

Myles Greenbaum, Katie Lin, Peter Garlitz, Daniel McNulty, and Aidan Andra.

**SM 10. Consideration of commencement of pension benefits. - approved**

Mt. Lebanon sponsors three defined pension benefit plans for their 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 employees detailed below have requested benefit commencement commensurate with the terms of their respective pension plans.

<b>Employee Name Title</b>	<b>Pension Plan Department</b>	<b>Benefit Start Date</b>
Michael Gallagher Deputy Chief of Police	Police Police	9/1/18
Edgar Davies, III Fire Lieutenant	Firemen Fire	9/1/18

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Recommended Action: Move to approve benefit commencement for Michael Gallagher and Edgar Davies.

**KF 11. 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 that will be funded through General Fund Unassigned Funds. As a result of a redesign of the Police Interceptor vehicles for the 2020 model year, 2019 units must be ordered prior to September 21, 2018. There are numerous financial advantages to purchasing the 2019 models rather than wait for the newly designed 2020 Police Interceptors. These new vehicles will replace older vehicles that have reached their useful end of life. The vehicles were bid through the 2018 South Hills Area Council of Government (SHACOG) joint purchasing program. Confirmation has been received that these 2018 bids will be honored for the 2019 models, as long as the 2019 vehicles are ordered prior to the September 21 deadline. These bids are as follows:

Woltz & Wind	Day	Tri Star	Beyer	Whitmoyer
\$33,080.00	\$33,193.00	\$33,335.00	\$33,879.00	\$34,351.00

Woltz and Wind Ford was the low bidder for the Ford Police Interceptor Utility vehicles. The purchase price for three vehicles totals \$99,240.

Recommended Action: Move to award the bids for the three 2019 vehicles through the SHACOG joint purchasing program to the low bidder, Woltz and Wind Ford, at a total price of \$99,240.

**CG 12. Consideration of the expenditure list for July totaling \$6,531,443.76. - approved**

Recommended Action: Move to approve the expenditure list for July totaling \$6,531,443.76.

**KF 13. Departmental reports.**

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

**SS 14. Adjournment.**