

**MINUTES OF THE ADJOURNED MEETING AUGUST 27, 2019  
OF THE MT. LEBANON COMMISSION**

The Commission of Mt. Lebanon, Pennsylvania, held an Adjourned Meeting at 8:00 P.M., on Tuesday, August 27, 2019, at the Municipal Building, 710 Washington Road. Commission President Steve McLean called the meeting to order and led in the Pledge of Allegiance to the Flag. Assistant Manager McMeans called the roll. Present were Commissioners Kelly Fraasch, Craig Grella, Steve Silverman and Steve McLean. Commissioner John Bendel was not present. Also present were Assistant Manager McMeans, Chief of Police Lauth, Fire Chief Sohyda, Finance Director McCreery, Public Works Director Sukal, Business District Manager Milliron, Library Director Vittek, and Public Information Officer Pace-Lilley. Also present were Phil Weis of the solicitor's office and Mike Albright of the engineer's office.

**COMMISSION/MANAGER'S ANNOUNCEMENTS**

Assistant Manager McMeans summarized the information that was reviewed during the discussion session, including discussion of the cable franchise agreement, the first-floor commercial ordinance, reviewed bids for the Shadowlawn Sanitary Sewer Project, discussed the building inspections office and staffing update, and adjourned to the IDA meeting.

Assistant Manager McMeans stated that prior to this meeting, the Commission met in executive session to discuss board and authority appointments, junior commissioner appointments, as well as receive legal advice from the solicitor on various legal issues. He stated that the municipality is looking for interested residents to serve on the Historic Preservation Board. He noted that the next regular meeting is scheduled for Tuesday, September 10, 2019, at 8 p.m. in the Commission Chambers of the Municipal Building. The discussion session will also begin at approximately 6:30 p.m. in Room C. He also noted that the regular meeting in October is Monday, October 7, rather than Tuesday, October 8.

Mr. Grella stated that the Swim Center will be open this week with amended hours through this Friday, August 30, 4 to 7 p.m. for general swim; Saturday, August 31 and Sunday, September 1, 11 a.m. to Noon for adult swim and Noon to 5 p.m. for general swim; Labor Day, Monday, September 2, Noon to 5 p.m. for general swim. No adult swim. Monday is the last day for the pool for the year.

Mr. Grella said that school opened in Mt. Lebanon yesterday. Remember, Mt. Lebanon is a walking school district, so please drive carefully, and pedestrians, please obey all traffic signals, cross in crosswalks and take that extra second to make sure drivers see you.

The Mt. Lebanon Police Department is hiring new officers. To apply, go to [mtlebanonpd.org](http://mtlebanonpd.org) or pick up an application during regular business hours at the police department or in the public safety center, 555 Washington Road. Applications, accompanied by a \$50 application fee, must be returned to the Mt. Lebanon Police Department no later than 4 P.M., on September 6. The physical agility and written test will be Saturday, October 12.

**CITIZENS COMMENTS**

Bill Hoon of 456 Coolidge Avenue spoke against deer management.

Sharon McCarthy of 436 Duquesne Drive spoke about the road construction on this street, inquiring as to why the project was continuing without taking the residents' suggestions into consideration.

Matthew Clark of 254 Lebanon Avenue stated that the in-ground lights at the crosswalk in front of Washington School are not working, and when he reported same to the municipality, he was disappointed to learn that the in-ground lights could not be repaired.

Mr. McMeans noted that this project was done on a trial basis, and replacement costs are significant.

Mr. Grella stated that he would provide Mr. Clark with information on this matter.

**CONSIDERATION OF THE MINUTES FROM  
THE ADJOURNED MEETING HELD JULY 23, 2019**

Mr. Silverman moved and Ms. Fraasch seconded to approve the minutes. The vote was called. The motion carried unanimously.

**CONSIDERATION OF ORDINANCE (BILL NO. 3-19) TO CLARIFY AND  
UPDATE A NUMBER OF PROVISIONS IN CHAPTER XVI  
(SUBDIVISION AND LAND DEVELOPMENT) OF THE MT. LEBANON CODE**

Ms. Fraasch said the proposed ordinance would amend Chapter XVI of the Mt Lebanon Code, entitled "Subdivision and Land Development," (SALDO) to clarify and update a number of provisions. The proposed Ordinance includes amendments to submission deadlines, replacing outdated mediums, conformance with current standards of regulating bodies as well as with the municipal Zoning Ordinance, and clarification of a number of terms. New standards being added to the SALDO include requirements for private stormwater management systems, landscaping and screening requirements, and pervious pavement standards. On February 19, 2019, the Planning Board recommended approval of the Ordinance.

This ordinance was introduced June 25, 2019, and the public hearing was held July 23, 2019.

Ms. Fraasch moved and Mr. Grella seconded to enact Ordinance (Bill No. 3-19). The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-15-19 AUTHORIZING AN  
APPLICATION FOR TRAFFIC SIGNAL  
APPROVAL WITH THE PA DEPARTMENT OF TRANSPORTATION**

Mr. Grella said the Pennsylvania Department of Transportation (PennDOT) has requested the Municipality prepare and sign a Resolution and enter into an Agreement to maintain certain traffic signals and related equipment that will be installed as part of the SR 0019 A75 project from Upper St. Clair to Mt. Lebanon.

The following signals are included in this agreement:

- S.R. 0019 (Washington Road) Connor Road and Gilkeson Road
- S.R. 0019 (Washington Road) and Abbeyville Road

The Municipality currently maintains these traffic signals.

Mr. Grella moved and Ms. Fraasch seconded to adopt Resolution No. R-15-19 and enter into a Traffic Signal Maintenance Agreement with PennDOT for the traffic signals and equipment as S.R. 0019 A75 project from Upper St. Clair to Mt. Lebanon. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-16-19 AUTHORIZING A REIMBURSEMENT AND MAINTENANCE AGREEMENT WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION (PENNDOT)**

Mr. Silverman said the Pennsylvania Department of Transportation will be awarding a contract to resurface Washington Road from Abbeyville Road to Connor Road and Gilkeson Road. As part of this contract, Mt. Lebanon has asked PennDOT to include new pedestrian facilities that meet current ADA design guidelines on the side streets at three separate intersections. PennDOT is requiring a reimbursement agreement for the cost to complete this work.

Mr. Silverman moved and Ms. Fraasch seconded to adopt Resolution No. R-16-19. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-17-19 TO EXECUTE AN ARLE GRANT AGREEMENT WITH PENNDOT FOR CAPITAL IMPROVEMENTS AT THE INTERSECTION OF BOWER HILL ROAD AND SEGAR ROAD**

Ms. Fraasch said the municipality submitted a 2018 Automated Red Light Enforcement (ARLE) Grant application for capital improvements at the intersection of Bower Hill Road and Segar Road. The improvements are proposed to consist of the construction of an auxiliary right turn lane on the Segar Road approach to Bower Hill Road and minor modifications to the traffic signal to accommodate the proposed turn lane. The total project cost estimate in the application was \$104,488. A proposed 20% local match was included with the application (\$20,897.60).

In a letter dated August 2, 2019, PennDOT issued a notice of award to the Municipality for grant funds totaling \$83,590.40 pending execution of a formal Grant Agreement with PennDOT. The Grant Agreement was subsequently sent to Manager McGill via email on August 5, 2019 by a representative of PennDOT District 11-0 along with a Resolution authorizing Manager McGill to sign the ARLE Grant Agreement.

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-17-19 authorizing the Municipal Manager to execute the Grant Agreement and to submit the signed Agreement to PennDOT. The vote was called. The motion carried unanimously.

**CONSIDERATION OF RESOLUTION NO. R-18-19 TO EXECUTE AN ARLE  
GRANT AGREEMENT WITH PENNDOT FOR CAPITAL IMPROVEMENTS  
AT THE INTERSECTION OF WASHINGTON ROAD AND BOWER HILL ROAD**

Ms. Fraasch said the municipality submitted a 2018 Automated Red Light Enforcement (ARLE) Grant application for capital improvements at the intersection of Washington Road and Bower Hill Road. The improvements are proposed to consist of the construction of an auxiliary right turn lane on the Bower Hill Road approach to Washington Road and the installation of a new traffic signal at the intersection. The total project cost estimate in the application was \$230,699.50. A proposed 20% local match was included with the application (\$46,139.90).

In a letter dated August 2, 2019, PennDOT issued a notice of award to the Municipality for grant funds totaling \$184,559.60 pending execution of a formal Grant Agreement with PennDOT. The Grant Agreement was subsequently sent to Manager McGill via email on August 5, 2019 by a representative of PennDOT District 11-0 along with a Resolution authorizing Manager McGill to sign the ARLE Grant Agreement.

Ms. Fraasch moved and Mr. Grella seconded to adopt Resolution No. R-18-19 authorizing the Municipal Manager to execute the Grant Agreement and to submit the signed Agreement to PennDOT. The vote was called. The motion carried unanimously.

**ANNOUNCEMENT OF PUBLIC HEARING  
REGARDING VERIZON CABLE FRANCHISE RENEWAL**

Mr. Grella said Mt. Lebanon will hold a public hearing regarding cable franchise agreement renewal with Verizon Pennsylvania, LLC. The public hearing will take place on September 10, 2019, at 8 p.m. in Mt. Lebanon Commission Chambers. Citizens are invited to testify. The purpose of the public hearing is to review the past performance of the cable operator and to identify future cable-related community needs of the municipality.

The public hearing was set for September 10, 2019.

**RECEIPT OF THE CAPITAL IMPROVEMENT PROGRAM (CIP)**

Mr. Silverman said as required by the Charter, the Capital Improvement Program (CIP) for 2020-2024 was submitted to the Commission on August 1, 2019. A public hearing is required to be held on this program prior to the issuance of the Manager's Recommended Budget.

Mr. Silverman acknowledged Commission receipt of the 2020-2024 Capital Improvement Program (CIP), and the public hearing was set for Monday, October 7, 2019.

**CONSIDERATION OF APPOINTMENTS TO SERVE AS JUNIOR COMMISSIONERS**

Mr. Grella said the Commission received applications from six highly-qualified applicants for Junior Commissioner. All of the applicants were interviewed by a committee.

Mr. Grella moved and Mr. Silverman seconded to make the following appointments:

- a) Daniel McNulty for fall 2019 semester.
- b) Emma Chothani for spring 2020 semester.

The vote was called. The motion carried unanimously.

**CONSIDERATION OF APPOINTMENT TO  
SERVE IN THE STUDENT INTERN PROGRAM**

Mr. Silverman said 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.

Mr. Silverman moved and Ms. Fraasch seconded to make the following appointments:

- a) Karen Lin and Rachel Short for fall 2019 semester.
- b) Jack Horrigan and Katherine Wilkison for spring 2020 semester.

The vote was called. The motion carried unanimously.

**CONSIDERATION OF A LOT CONSOLIDATION PLAN**

Ms. Fraasch said this is a request for final approval for a lot consolidation plan. Mr. Randall Tomb owns the property located at 1042 Locust Lane, which is comprised of parcels 193-A-192, 193-A-198, and a portion of a right-of-way that was vacated by the Municipality in 1998 and deeded to Mr. Tomb in 1999. The plan combines the three properties owned by Mr. Tomb into one lot.

The Planning Board reviewed and recommended approval of the Consolidation Plan at its June 18, 2019 meeting. All engineering comments have been addressed.

Ms. Fraasch moved and Mr. Grella seconded to grant final approval for the Tomb Consolidation Plan. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE AWARD OF THE  
SHADOWLAWN HDD SEWER INSTALLATION CONTRACT**

Mr. Grella said bids were received on July 12, 2019 for the Shadowlawn HDD Sewer Installation contract. The project consists of the installation of approximately 44 linear feet of sanitary sewer via open cut and approximately 282 linear feet sanitary sewer installed via HDD methods. The project also involves all related site preparation, manhole removal, replacement and new installation, resident notification, E&S controls, and restoration of disturbed areas, including bituminous driveways, walls, lawn areas, trees and shrubbery.

The Municipal Engineer has verified the bids as follows:

| <b>Contractor</b>            | <b>Base Bid</b> | <b>Alternate Bid 1</b> |
|------------------------------|-----------------|------------------------|
| Jet Jack, Inc.               | \$194,249.00    | \$227,525.00           |
| A. Merante Contracting, Inc. | \$252,815.92    | \$338,078.52           |
| J5 Construction              | \$366,467.00    | No Bid Received        |

The Municipal Engineer has reviewed the bids and determined the low bid to be accurate. The Engineer recommends the project be awarded to Jet Jack, Inc. The contractor has completed work in the Municipality in a satisfactory manner.

The engineer's opinion of cost for this project was \$200,000. The project is in line with the opinion of cost and is to be funded through the Sanitary Sewer Fund.

Mr. Grella moved and Ms. Fraasch seconded to award the Shadowlawn HDD Sewer Installation contract Base Bid to Jet Jack, Inc., in the amount of \$194,249. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE AWARDS OF THE  
MT. LEBANON LIBRARY DYNAMIC LEARNING LAB CONTRACTS**

Ms. Fraasch said bids were received on July 24, 2019 for the Mt. Lebanon Library Dynamic Learning Lab contracts. The project includes, renovating an existing office/storage area, maker lab and teen reading area into a Dynamic Learning Lab and Classroom. The scope includes new demountable partitions, drywall partitions, a movable wall, casework, new ceilings, lighting, power, HVAC, plumbing and sprinkler modifications. The contracts are broken down into the following:

- Contract 1 – General Construction Work
- Contract 2 – Fire Protection Work
- Contract 3 – Plumbing Work
- Contract 4 – HVAC Work
- Contract 5 – Electrical Work

The Municipal Engineer has verified the public bids as follows:

| <b>Contractor</b>            | <b>Bid Received</b> | <b>Status</b> |
|------------------------------|---------------------|---------------|
| R.D. Stewart Company         | \$163,000           | Low Bid       |
| FMS Construction             | \$176,894           |               |
| Caliber Contracting Services | \$198,393           |               |

The responses to the other requests for quotations were under the limit required for public bidding were as follows:

|                               | Contract 2<br>Fire Protection | Contract 3<br>Plumbing | Contract 4<br>HVAC | Contract 5<br>Electrical |
|-------------------------------|-------------------------------|------------------------|--------------------|--------------------------|
| R.D. Stewart Co.              | \$13,300                      | \$6,500                | \$14,100           |                          |
| Merit Electrical Group, Inc.  |                               |                        |                    | \$34,610                 |
| Allegheny City Electric, Inc. |                               |                        |                    | \$37,000                 |

The Municipal Engineer has reviewed the public bids and quotations and determined the bids to be accurate.

The budgeted estimate amount for all Contracts is \$267,594. The Mt. Lebanon Library will be funding the project in full.

Ms. Fraasch moved and Mr. Grella seconded to award the Mt. Lebanon Library Dynamic Learning Lab General Construction Work Contract 1 to R.D. Stewart Co. in the amount of \$163,000. The vote was called. The motion carried unanimously.

**CONSIDERATION OF BIDS RECEIVED BY SHACOG PURCHASING ALLIANCE TO SUPPLY ROCK SALT FOR THE 2019-2020 WINTER SEASON**

Mr. Grella said SHACOG has received bids to furnish rock salt for the coming winter season. The sole bidder is Cargill, Inc. at a price of \$82.24 per ton or 16% above last winter's price. The two primary factors driving the cost increase that were cited are limited industry wide supply and increases in transportation costs, which include rail, truck and barges.

Mr. Grella moved and Ms. Fraasch seconded to accept the bid for rock salt of \$82.24 per ton as submitted by Cargill, Inc., and authorize the proper municipal officials to execute the contract. The vote was called. The motion carried unanimously.

**CONSIDERATION TO PURCHASE ONE LEAF LOADER TO REPLACE A UNIT THAT HAS REACHED THE END OF ITS USEFUL LIFE**

Mr. Silverman said Commission approval is requested to purchase one trailer-mounted leaf loader from A&H Equipment of Bridgeville at a total cost of \$60,885. There has been \$46,000 appropriated in the 2019 Operating Budget. A & H Equipment participates in the Pennsylvania Costars Purchasing Program, Contract #25-044.

Mr. Silverman moved and Ms. Fraasch seconded to purchase one trailer-mounted leaf loader through the Costars Purchasing Program from A&H Equipment for \$60,885. The vote was called. The motion carried unanimously.

**CONSIDERATION OF THE EXPENDITURE  
LIST FOR JULY TOTALING \$6,880,273.98**

Ms. Fraasch moved and Mr. Grella seconded to approve the expenditure list for July totaling \$6,880,273.98. The vote was called. The motion carried unanimously.

**DEPARTMENTAL REPORTS**

Mr. Grella asked that the reports be received and filed.

**ADJOURNMENT**

The meeting adjourned at 8:55 p.m.