

In order to continue proper social distancing protocol, Tuesday, May 26, 2020 commission meetings will be run virtually. The discussion session and adjourned session will be conducted via the internet, and citizen comment will be collected via voicemail and played for the Commission to hear. Comments will become a part of the official minutes of the meeting. The public may call 412-440-2059 BEFORE NOON ON TUESDAY, MAY 26, 2020, and select mailbox number 1-2-3-4. Speak your comments as though you were at the microphone, beginning with your name and address. You have a maximum of five minutes. Both the discussion meeting and regular meeting will be available to view the next day at www.mtlebanon.org. Thanks for your patience.

TO: Mt. Lebanon Commission

FROM: Keith A. McGill, Municipal Manager

DATE: May 22, 2020

SUBJECT: Agenda – Adjourned Meeting – May 26, 2020 – 8 p.m.

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

CG 1. Commission/Manager’s announcements:

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

CG 2. Citizens Comments.

MR 3. Consideration of the [minutes](#) from the Regular Meeting held May 12, 2020. - passed

Recommended Action: Move to approve the minutes.

LF 4. Consideration of Resolution No. [R-8-20](#) for Designation of Agent. - passed

The Resolution establishes Deputy Chief Chris Buttlar, Emergency Management Coordinator, as the designated agent for the municipality for submission of all required forms and documents for the purpose of obtaining financial assistance for COVID-19-related expenses.

Recommended Action: Move to adopt Resolution No. R-8-20.

SS 5. Consideration of an Award for Mt. Lebanon’s 2020-2021 Insurance Program. - passed

The non-employment-related insurances for the municipality expire on June 5, 2020. This includes property, equipment, crime, automobile, general liability, professional, umbrella and cyber liability coverages. As the municipality has done in the past, an insurance consultant is hired every five (5) years to market our policies. Based on the consultant’s recommendation and our past satisfaction with the current vendors, we are recommending the quote from our current broker of record, HUB International Limited, with the insurance providers outlined below:

<u>Vendor</u>	<u>Policy Type</u>	<u>Amount</u>
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MRM PLT	Property, Equipment, Inland Marine, Crime, General Liability, Automobile	\$213,349
Greenwich Ins. Co.	Public Officials, Employment Practices, Law Enforcement	\$69,320
American Alternative Ins. Co.	Excess/Umbrella Liability	\$38,341
Hiscox	Cyber Liability	\$8,193
Total		\$329,203

The cumulative policy amounts shown were the lowest of the three insurance coverage packages received. There are minimal changes to the coverage, deductibles or limits for the next year. The general fund will be responsible for \$310,187, and the parking fund will pay \$19,016. The budgeted amounts are \$353,300 for the general fund, and \$25,000 for the parking fund.

Recommended Action: Move to authorize the placement of insurance for 2020-2021 through HUB International Limited at a cumulative premium of \$329,203.

AF 6. Consideration to modify operations at the intersection of Cedar Boulevard and Morgan Drive / Greenhurst Drive. - passed

Residents expressed concerns with regards to the extensive delays experienced on the Morgan Drive approach to the Cedar Boulevard intersection during the morning drop off and afternoon school dismissal. Gateway performed analyses of the intersection for existing conditions and with potential mitigation measures and presented recommendations in the January 2020 Traffic Board Report. The recommendations included the following:

- Modify the lane configuration on Morgan Drive to include an exclusive left turn lane and a shared through / right turn lane.
- Provide an advanced left turn phase for the Morgan Drive approach. This advanced phase will allow for the motorists on Morgan Drive to traverse the intersection without impeding traffic from Greenhurst Drive and would prohibit pedestrians from crossing Cedar Boulevard during this phase.

A motion was made to recommend the implementation of signal and pavement marking modifications listed above, was seconded, and passed unanimously.

Recommended Actions: Move to modify the lane assignment and signal phasing at the intersection of Cedar Boulevard and Morgan Drive / Greenhurst Drive as recommended by Gateway and the Traffic Board at its January 2020 meeting.

MR 7. Consideration for the Rejection of the Bid for the Tennis Center Court Renovation Project. - passed

Bids were received on May 6, 2020, for the Tennis Center Court Renovation Project which included the removal and replacement of the clay surface, installation of an irrigation system, drainage and other associated work. The project was bid in a phased manor with two courts being completed each year.

The Municipal Engineer has verified the one bid received as follows:

	Phase I (2020)	Phase II (2021)	Phase III (2022)
Arcon Contracting	\$425,826.00	\$550,853.00	\$478,118.00

The engineer's estimate for the Phase 1 base bid on the project is approximately \$191,925.

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

Recommended Action: Move to reject the Tennis Center Court Renovation Project bid submitted by Arcon Contracting, Inc.

LF 8. Consideration for the Award of the Contract for the 2020 Flow Meter Program. - passed

Quotes were solicited from local meter installers for the 2020 Mt. Lebanon Flow Metering Program. The project scope of services included preliminary site review, meter installations and calibrations, meter service, and monthly reporting for each flow meter location. Two programs were quoted, a 7-meter program (GROW grant) or the 17-meter program (GROW grant plus boarder meters).

The Municipal Engineer has verified the quotes as follows:

	7 Meter Sites 6 Months	17 Meter Sites 6 Months
Drnach Environmental, Inc.	\$45,836	\$109,116
ADS Environmental Services	\$53,200	\$119,700
TECsmith Inc.	\$84,000	\$180,000

The Municipal Engineer has reviewed the quotes and determined the low bid to be accurate. The Engineer recommends the project be awarded to Drnach Environmental, Inc., for the 17-meter site program.

The engineer's estimate for the project was \$153,000. The project is to be funded through the Sanitary Sewer Fund.

Recommended Action: Move to award the 2020 Mt. Lebanon Flow Metering Program Contract to Drnach Environmental, Inc., for the 17-meter site program in the amount of \$109,116.

SS 9. Consideration of the expenditure list for April totaling \$2,354,805.35. - passed

Recommended Action: Move to approve the expenditure list for April totaling \$2,354,805.35.

AF 10. Departmental reports. - filed

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

CG 11. Adjournment.