

## **MINUTES OF THE ADJOURNED MEETING MAY 26, 2020 OF THE MT. LEBANON COMMISSION**

The Commission of Mt. Lebanon, Pennsylvania, held a virtually-run Adjourned Meeting at approximately 8:00 p.m., on Tuesday, May 26, 2020, due to the coronavirus pandemic. Commission President Craig Grella called the meeting to order and led in the Pledge of Allegiance to the Flag. Manager McGill called the roll. Present were Commissioners Andrew Flynn, Leeann Foster, Mindy Ranney, Steve Silverman, and Craig Grella. Also present were Assistant Manager/Planner McMeans, Fire Chief Sohyda, Police Chief Lauth, Finance Director McCreery, Public Works Director Sukal, Recreation Director Donnellan, I.T. Manager Schalles, Business District Manager Milliron, Library Director Vittek, and Public Information Officer Pace-Lilley. Also present were Phil Weis of the solicitor's office and Dan Deiseroth of the engineer's office.

### **COMMISSION/MANAGER'S ANNOUNCEMENTS**

Manager McGill summarized the information that was reviewed during the discussion session, including review of the intersection of Cedar/Morgan/Greenhurst, review of bids received for the tennis court replacement project as well as an overview of the bid process, an update of the Vibrant Uptown project, and heard Commission liaison activities with various boards and authorities.

Manager McGill stated that prior to this meeting, the Commission met remotely in executive session to receive legal advice from the solicitor on various legal issues. The Commission will go back into executive session remotely immediately following this meeting to receive some additional legal recommendations and advice from our solicitor. He stated that the next regular meeting is scheduled to be held remotely on Tuesday, June 9, 2020, at 8 p.m. with the discussion session meeting starting remotely at approximately 6:30 p.m., and executive session starting remotely at approximately 6 p.m.

Ms. Ranney encouraged residents to help us honor the Mt. Lebanon High School Class of 2020 with a Senior Salute, this Friday, May 29. Starting at 9 a.m., fire, police and school district vehicles will drive throughout the municipality with the goal of driving by each senior's home and making a little noise. Please follow the safety rules including: no joining the parade. Please stay in your yard. Stay at least six feet away from others not in your household and observe all CDC guidelines. If you do not feel well, please stay inside. It will take the parade about eight hours to wind through Mt. Lebanon so if you have to be somewhere, allow some extra time.

The Uptown Farmers Market, sponsored by the Mt. Lebanon Partnership, will kick off this Saturday, May 30, from 9 a.m. to noon. Please follow all market rules. The Partnership is still looking for volunteers to help make the market a success. The link to sign up is on the Partnership's Facebook page and on its webpage at [mtlebopartnership.org](http://mtlebopartnership.org).

Election Day is Tuesday, June 2. All Mt. Lebanon polling places have consolidated into ONE, at the Mt. Lebanon High School athletic complex. Polls are open from 7 a.m. to 8 p.m. You are asked to wear a face covering inside the polling place and practice social distancing. If you chose to use a mail-in ballot, that must be received at the county election headquarters by 8 p.m. June 2.

The June 5 First Friday is cancelled, as are the Fourth of July fireworks and community day events. For other closings AND openings, please check in with [mtlebanon.org/corona](http://mtlebanon.org/corona) often. It

has an “Open” tab and a “Closings and Cancellations” tab. With things changing very rapidly, that is the best way to keep up to date.

It’s once again the season for street reconstruction and utility projects that affect where we can drive. Many of these projects have been paused over the last few months, but they are resuming work. For a list of both types of projects, go to the “trending now” section of *mtlebanon.org*.

**CITIZENS COMMENTS**

David Franklin of 739 Pinetree Road spoke about reopening the fields like other communities have done so kids have somewhere to go and play in a safe manner.

**CONSIDERATION OF THE MINUTES FROM THE  
THE REGULAR MEETING HELD MAY 12, 2020**

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

**CONSIDERATION OF RESOLUTION NO. R-8-20 FOR DESIGNATION OF AGENT**

Ms. Foster said 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.

Ms. Foster moved and Mr. Silverman seconded to adopt Resolution No. R-8-20. The vote was called. The motion carried unanimously.

**CONSIDERATION OF AN AWARD FOR  
MT. LEBANON’S 2020-2021 INSURANCE PROGRAM**

Mr. Silverman said 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:

<b><u>Vendor</u></b>	<b><u>Policy Type</u></b>	<b><u>Amount</u></b>
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
<b>Total</b>		<b>\$329,203</b>

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.

Mr. Silverman moved and Ms. Foster seconded to authorize the placement of insurance for 2020-2021 through HUB International Limited at a cumulative premium of \$329,203. The vote was called. The motion carried unanimously.

**CONSIDERATION TO MODIFY OPERATIONS AT THE INTERSECTION  
OF CEDAR BOULEVARD AND MORGAN DRIVE / GREENHURST DRIVE**

Mr. Flynn said 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 by the Traffic Board to recommend the implementation of signal and pavement marking modifications listed above, was seconded, and passed unanimously.

Mr. Flynn moved and Ms. Ranney seconded 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. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE REJECTION OF THE BID  
FOR THE TENNIS CENTER COURT RENOVATION PROJECT**

Ms. Ranney said 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.

Ms. Ranney moved and Mr. Flynn seconded to reject the Tennis Center Court Renovation Project bid submitted by Arcon Contracting, Inc. The vote was called. The motion carried unanimously.

**CONSIDERATION FOR THE AWARD OF THE  
CONTRACT FOR THE 2020 FLOW METER PROGRAM**

Ms. Foster said 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.

Ms. Foster moved and Mr. Silverman seconded 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. The vote was called. The motion carried unanimously.

**CONSIDERATION OF THE EXPENDITURE  
LIST FOR APRIL TOTALING \$2,354,805.35**

Mr. Silverman moved and Ms. Foster seconded to approve the expenditure list for April totaling \$2,354,805.35. The vote was called. The motion carried unanimously.

**DEPARTMENTAL REPORTS**

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

**ADJOURNMENT**

Mr. Grella closed the meeting thanking everyone for their support and effort during this difficult time. The meeting adjourned at 8:40 p.m.