

**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** August 21, 2020  
**SUBJECT:** Agenda – Adjourned Meeting – August 25, 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.**
- LF 3. Consideration of the [minutes](#) from the Regular Meeting held August 11, 2020. - passed**

*Recommended Action:* Move to approve the minutes.

- SS 4. Public hearing notification for Resolution No. [R-15-20](#) for the transfer of a liquor license to Orbis Capulus, LLC. – hearing set**

Changes in state law allow liquor licenses to be transferred between establishments in different municipalities. Prior to submitting the license transfer to the Liquor Control Board, the municipality into which the license is being transferred must hold a public hearing and act on the transfer.

Orbis Capulus, LLC, has a lease for property located at 673-675 Washington Road, Pittsburgh, PA 15228, and is seeking to transfer a liquor license to a restaurant they plan on opening at this location. Orbis Capulus, LLC, has requested a hearing before the Commission for approval of the transfer of a liquor license to this location.

*Recommended Action:* CG 1. Set the public hearing for September 22, 2020.

- AF 5. Consideration of Appointment of Independent Auditors. - passed**

The Home Rule Charter provides that an independent CPA firm must be appointed for the annual year-end audit. The appointment may be made for a three-year term.

The current audit firm has provided quality services and technical expertise in a field that has become increasingly specialized. The staff recommendation is for the firm of Maher

Duessel to continue to be retained as municipal auditors for the years 2020 through 2022. The first-year cost for this work is \$34,980, and the total contract is \$107,940.

Recommended Action: Move to appoint Maher Duessel as independent auditor for the audit years of 2020, 2021 and 2022.

**MR 6. Consideration of Rejection of Bids for Custodial Building Maintenance. - passed**

On August 13, 2020 bids were received for the custodial building maintenance contract. Three contractors took part in the mandatory pre-bid walk-through of the Municipal facilities.

Two bids were received. One bidder did not complete the form properly through an oversight. This bidder would have apparently been the low bidder. In light of the disparity in bids and the problems in the bid process, a rebid is recommended.

Recommended Action: Move to reject the January 1, 2021 through December 31, 2021 contract for the custodial building maintenance. The contract will be advertised and re-bid.

**LF 7. Consideration of the expenditure list for July totaling \$6,964,795.56. - passed**

Recommended Action: Move to approve the expenditure list for July totaling \$6,964,795.56.

**SS 8. Departmental reports. - filed**

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

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