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**TO:** Mt. Lebanon Commission  
**FROM:** Keith A. McGill, Municipal Manager  
**DATE:** February 21, 2020  
**SUBJECT:** Agenda – Adjourned Meeting – February 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.**

**AF 3. Consideration of the minutes from the Regular Meeting held February 11, 2020.**

*Recommended Action:* Move to approve the minutes.

**SS 4. Introduction of Ordinance (Bill No. 3-20) ratifying an amendment to the Municipality’s Money Purchase Plan.**

The Municipality adopted a money purchase retirement plan in the form of the ICMA Retirement Corporation Government Money Purchase Plan & Trust on May 10, 2010. The Municipality amended and restated the qualified retirement plan in the form Resolution [R-9-16](#), and the Pennsylvania Auditor General has suggested that the amending and restating of the qualified retirement plan be in the form of an ordinance.

*Recommended Action:* SS 1. Introduce Ordinance (Bill No. 3-20).  
CG 2. Set the public hearing for March 10, 2020.

**MR 5. Consideration to Approve Gateway’s Proposal for the Arden Road Traffic Calming Alternatives Analysis and Study.**

Residents of the Arden Road neighborhood initially approached the Traffic Board with a formal petition for traffic calming in June 2019. Initial data collection efforts were undertaken in September 2019 when school was back in session. Data revealed that traffic calming is warranted per the thresholds outlined in the Neighborhood Traffic Management Program (NTMP) policy.

At a special meeting held on December 19, 2019, the neighborhood residents and the scope of the study was discussed. Gateway prepared a preliminary scope of work based on past experience and what would be necessary to complete the study. The preliminary scope of work was expanded, based on input received at the meeting, to include several additional intersections

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and locations. In total, the study will include data collection at 22 locations. Two Automatic Traffic Recorders (ATRs) will collect 48 continuous hours of data (volume, class, speed). The 20 intersections are turning movement counts during the AM and PM peak periods. Data will be collected by a subconsultant (Tri State Traffic Data). The data that is collected will then be evaluated and analyzed by Gateway.

Gateway prepared a formal proposal for the data collection and study preparation. The proposal, which is dated January 7, 2020, was reviewed by the Traffic Board at their January 2020 meeting. The total estimated cost of the services is \$13,250 (\$5,250 for data collection by Tri State and \$8,000 for alternatives analysis, report preparation, and meeting attendance by Gateway). The Traffic Board recommended approval of the study.

*Recommended Actions:* Move to approve Gateway's proposal for the preparation of a traffic calming alternatives analysis study for the Arden Road neighborhood at a total cost not to exceed \$13,250.

**LF 6. Consideration to purchase one leaf loader to replace a unit that has reached the end of its useful life.**

Commission approval is requested to purchase one trailer-mounted leaf loader from A&H Equipment of Zelienople, PA at a total cost of \$61,845. An amount of \$65,000 has been appropriated in the 2020 Operating Budget. A & H Equipment participates in the Pennsylvania COSTARS Purchasing Program, Contract #25-044.

*Recommended Action:* Move to purchase one trailer-mounted leaf loader through the COSTARS Purchasing Program from A&H Equipment for \$61,845.

**AF 7. Consideration to purchase one police command vehicle.**

The police department has asked to purchase a 2020 Ford Transit 250 Cargo Van for use as a mobile command vehicle during various police operations. This new vehicle will replace an older mobile command vehicle that has reached its useful end of life. Previously approved operating budget funds will be used for the purchase of this new vehicle. Woltz & Wind Ford has quoted the purchase price of this vehicle under COSTARS Contract #25-032 and the total purchase price includes a Government Price Concession discount.

The total purchase price of this vehicle as quoted by Woltz & Wind Ford is \$36,720. The budgeted amount for this vehicle is \$42,000.

*Recommended Action:* Move to purchase one 2020 Ford Transit Cargo Van through the COSTARS purchasing program from Woltz & Wind Ford, at a total price of \$36,720.

**SS 8. Consideration to purchase two police vehicles.**

The police department has asked to purchase two 2020 Ford Police Interceptor Utility vehicles for use by the patrol and traffic units. These new vehicles will replace older vehicles that have reached their useful end of life. Both new vehicles will be equipped with hybrid engines. The

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vehicles were bid through the South Hills Area Council of Government (SHACOG) joint purchasing program as follows:

**2020 Ford Police Interceptor Utility – Patrol**

|                    |                    |                    |
|--------------------|--------------------|--------------------|
| Woltz & Wind       | Tri Star           | Beyer              |
| <b>\$39,479.00</b> | <b>\$39,575.00</b> | <b>\$39,932.00</b> |

**2020 Ford Police Interceptor Utility – Traffic**

|                    |                    |                    |
|--------------------|--------------------|--------------------|
| Woltz & Wind       | Tri Star           | Beyer              |
| <b>\$39,089.00</b> | <b>\$39,180.00</b> | <b>\$39,549.00</b> |

Woltz & Wind Ford was the low bidder for the Ford Police Interceptors Utility vehicles. The purchase price for the two vehicles totals \$78,568. The budgeted amount is \$78,000.

*Recommended Action:* Move to award the bids for the two vehicles through the SHACOG joint purchasing program to the low bidder, Woltz & Wind Ford, at a total price of \$78,568.

**MR 9. Consideration to Purchase one fully equipped Heavy Dump Truck from Hunter Truck Sales through the Pennsylvania COSTARS Cooperative Purchasing Program.**

This truck will replace truck #212, a 2011 International model 7400 that will be offered for trade or sold at auction upon receipt of the new vehicle. The heavy dump trucks are used for main road snow plowing, hauling leaf boxes and tow behind leaf vacuum units, and other heavy hauling. The new 2020 truck includes a Peterbilt model 337 Chassis, with two-wheel drive, 6 speed Allison automatic transmission, snow plow preparation package, 9’6” Morocco aluminum dump body with options, central hydraulic system, Buyers stainless tailgate salt spreader, Falls 10-foot snow plow, Custom aluminum leaf box and trailer tow package, at a total cost of \$165,993. Funding for this vehicle has been appropriated in the 2020 municipal budget at \$179,820.

*Recommended Action:* Move to purchase one fully equipped Peterbilt snow plow truck from Hunter Truck Sales through the Pennsylvania COSTARS Cooperative Purchasing Program at a total cost of \$165,993.

**LF 10. Consideration to Purchase one ready to use Four-Wheel Drive Snowplow Truck from Woltz and Wind Ford through the Pennsylvania COSTARS Purchasing Program.**

This truck will replace truck #221, a 2011 model Ford F-550, which will be offered for trade or auction upon receipt of the new vehicle. The new snowplow truck includes a 2020 Ford F-550 four-wheel drive cab and chassis, 6.7L Ford Turbo diesel engine, 6 speed automatic

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transmission, snowplow preparation package, 9-foot Morocco aluminum dump body with options, central hydraulic system, stainless steel tailgate auger-spinner spreader, 9-foot snowplow, and trailer tow package, at a total cost of \$93,505. Funding for this vehicle has been appropriated in the 2020 municipal budget at \$108,400.

*Recommended Action:* Move to purchase one ready to use four-wheel drive snowplow truck from Woltz and Wind Ford through the Pennsylvania COSTARS Purchasing Program at a total cost of \$93,505.

**AF 11. Consideration of the expenditure list for January totaling \$4,504,817.42.**

*Recommended Action:* Move to approve the expenditure list for January totaling \$4,504,817.42.

**SS 12. Departmental reports.**

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

**CG 13. Adjournment.**

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