



Borough of Bellevue
Pre-Council Minutes
April 12, 2016
7:00 p.m.
Rosemary Heflin Council Chambers

I. Call to Order

At 7:00 P.M., President Hefley called the meeting to order with the Pledge of Allegiance and a moment of Silence.

II. Roll Call

Councilpersons Hefley, Coder, Fodi, Hrynda, Lenard, Menosky, Saylor, Senvisky, Woshner, Mayor Cusick, DAS Borczyk, Solicitor Racunas, Treasurer Scioscia and HRG Engineer Gilberti were present.

III. Public Contribution (5 minutes per person)

Connie Rankin, Arch Avenue, discussed with Council the PAMS collection letters that were sent to residents. She believes that the letter was received in error.

IV. Approval of Meeting Minutes:

i. February 23, 2016 Council Meeting Minutes.

Councilperson Woshner identified an error in the minutes of the February 23, 2016 Council Meeting Minutes. The documented Motion was corrected to approval of DAS Borczyk to attend the ALOM Spring Conference.

V. Reports:

- i. **Mayor's Report** – written report submitted.
- ii. **Treasurer's Report** – written report submitted.
- iii. **Tax Collector's Reports** – written report submitted.
- iv. **Jordan Tax Service Collection Reports** – written report submitted.
- v. **Administration/DAS Report**

DAS Borczyk informed Council that his written report was submitted. DAS Borczyk added several recent items;

-Councilperson Woshner made a Motion to permit the DAS to advertise a public meeting for Streetscape on April 20, 2016 at 6:30 P.M. at a cost not to exceed \$ 75.00. The Motion was seconded by Councilperson Hrynda and carried via unanimous roll call vote.

-Councilperson Woshner made a Motion to Approve a DCNR Resolution permitting DAS Borczyk to submit a grant application on behalf of the Borough of Bellevue. The Motion was seconded by Councilperson Fodi and carried via unanimous voice vote.

-Councilperson Woshner made a Motion to Approve Resolution 09-16 authorizing the hiring of Lara Konefal-Shaer as an intern through the Local Government Academy Municipal Intern Program at a rate of \$ 10.00 per hour under which 50% will be reimbursed to the Borough of Bellevue. The Motion was seconded by Councilperson Menosky and carried via unanimous roll call vote.

-Councilperson Lenard made a Motion to permit Justin McGurgan to locate a storage container in the Cinder Lot to collect baseball equipment for overseas usage until September 30, 2016. The Motion was seconded by Councilperson Fodi and carried via unanimous voice vote.

- vi. **Engineer's Report** – HRG Engineer Gilberti reviewed written report.
- vii. **Library Report** – written report submitted.
- viii. **Code Enforcement Report** – written report submitted.

VI. Committee Chair Reports

a. Finance:

i. Purchase of Clover Point of Sale System

Councilperson Woshner discussed the possible usage of the system for Borough transactions. The subject was returned to the Finance Committee for further review.

ii. PAMS Earned Income Tax Collection Issues

Solicitor Racunas discussed the legal aspects of the demands made by PAMS with their recent letter to Borough residents. Councilperson Fodi made a Motion to instruct the Solicitor to submit a letter to PAMS requesting them to cease and desist all collection activities on behalf of the Borough. The Motion was seconded by Councilperson Coder and carried via unanimous roll call vote.

iii. Auditor Preliminary Results/Recommendations:

a. GASB 45 Actuarial Report for Post-Employment Benefits

Councilpersons Woshner and Fodi discussed the request of the Borough Auditors to have the study done as part of the 2015 audit. It was requested that another company be requested to bid the report in addition to that as recommended by Hosack, Specht.

b. Accounts Payable signatures and procedures

DAS Borczyk notified Council that the signature requirements in place to approve Borough invoices were not required by the current audit firm. The noted that approval of the monthly Bill List was sufficient documentation of approval of all invoices contained on the list. It was asked that this subject be discussed in the Finance Committee.

b. Parks and Recreation:

- i. **MOTION: I move to approve Northgate School District Cross Country Alumni Run at Bellevue Memorial Park on August 13, 2016 and Annual North Boroughs 5K Run and Fun Walk on Saturday, July 16, 2016.**

Councilperson Heffley reviewed these items for possible action at the Council Meeting of April 27, 2016.

ii. Update – Bellevue Parks Master Plan

Councilperson Heffley provided a brief update of future scheduled meetings and progress.

iii. MOTION: I move to permit DAS to advertise Library Page position at a cost not to exceed \$75.00. (Budget Account No. 04.456.341)

Councilperson Lenard made a Motion to authorize the advertisement. The Motion was seconded by Councilperson Menosky and carried via unanimous roll call vote.

Councilperson Woshner made a Motion to approve the switch of the Bayne Library Wireless Connection System as required by the EI Network. Councilperson Heffley noted that the system installation was a cost of \$ 7,802.00, but would only require a disbursement of funds from the Andrew Bayne Memorial Library of \$ 1,125.67 due to ACLA Program Funding. The Motion was seconded by Councilperson Menosky and carried via unanimous roll call vote.

c. Public Works:

i. Installation of Sound System for Council Chambers – Discussion, Proposal

Councilperson Lenard discussed the proposal and Council suggested that the item be returned to Committee for further discussion.

ii. Discussion – Summer Help

Councilperson Lenard mentioned that applications would be discussed and potential hires would be forwarded to Council for action at the April 27 meeting.

Mayor Cusick discussed with Council his disappointment that Linden Way is not on the paving plan for 2016.

d. Public Safety:

i. New Police Vehicle Purchase

Chief Sentner discussed the reduction of the Police Vehicle Fleet to four (4) vehicles, retiring one and using one for administrative purposes. This would permit some pricing relief as the new vehicle cost would be reduced by the trade-in of a Dodge Charger unit.

ii. Request for an Accessory Dwelling Unit (ADU) as a Conditional Use at 208 N. Balph Avenue rear (at Deer Lane) over garage as provided by the Veterans Administration to be ADA accessible for the property owner

Code Enforcement Officer Delcroix discussed this residential use and was awaiting documentation from the VA to move forward for possible action at the April 27, 2016 Council Meeting.

iii. Request by prospective buyer for vacant commercial property (vacant approximately 25 + years) to change to a 3-unit apartment house pending engineering study at 571 Forest Avenue

Code Enforcement Officer Delcroix informed Council that a potential buyer wished to change the zoning of the property from two to three units. Our zoning does not currently address three unit structures. There was much discussion about location, parking and access. Councilperson Hrynda noted that Council has the ability to override planning decisions. This item will be included on the agenda of the April 27, 2016 Council Meeting.

iv. Discussion – Parking on North Avenue

Chief Sentner discussed parking situation on North Avenue. With vehicles parked on both sides of the street, emergency vehicles do not have clear access to the area. There are several recommendation to be made in future meetings. Councilperson Heffley suggested the possibility of one-way traffic.

VII. Resolutions:

i. MOTION: Motion to approve Resolution No. 06-16 Refunding Real Estate Taxes due to Reassessments.

Councilperson Heffley noted that this item would be up for vote at the April 27, 2016 Council Meeting.

ii. MOTION: Motion to approve Resolution No. 07-16 Police Sergeant Promotion.

Councilperson Heffley noted that this item would be up for vote at the April 27, 2016 Council Meeting.

iii. MOTION: Motion to approve Resolution No. 08-16 revising Resolution No. 29-10, Section 6 as stated.

Councilperson Heffley noted that this item would be up for vote at the April 27, 2016 Council Meeting.

iv. MOTION: Motion to approve Resolution No. 10-15 Authorizing and directing the hiring of part time Desk Pool staff.

Councilperson Woshner made a Motion to approve Resolution 10-15. The Motion was seconded by Councilperson Menosky and carried via unanimous voice vote.

VIII. Ordinances:

i. MOTION: I move to introduce revised Ordinance No. 15-14 fixing the 2016 Compensation of Members of Town Council for the Mayor; and certain employees of the Borough of Bellevue.

Councilperson Heffley noted that this would be part of the Agenda of the Council Meeting of April 27, 2016.

ii. **MOTION: I move to introduce Ordinance No. 16-03, the revised Pawnshop Ordinance.**

Councilperson Heffley noted that this would be part of the Agenda of the Council Meeting of April 27, 2016. Chief Sentner informed Council that this Ordinance reflected recent law changes.

Councilperson Fodi noted that the Ordinance prohibiting parking on South Howard was not on the agenda. DAS Borczyk noted that it would be included on the agenda of the Council Meeting of April 27, 2016.

IX. Old Business

Councilpersons Coder and Fodi discussed the upcoming renewal due for the Allegheny Together program and asked DAS Borczyk to schedule representatives at the April 27, 2016 Council Meeting.

X. New Business

Councilperson Woshner read a statement on the observance of Local Government Week.

Councilperson Heffley informed Council that the Intergovernmental Committee had met concerning the subjects of blighted properties and a joint marketing plan including both the Borough and Northgate School District.

Councilperson Coder noted that CONNECT, and their special Counsel, were meeting on May 4, 2016 to address blighted properties.

XI. MOTION: Motion to Approve Payment of the 04.12.16 Bill List.

Councilperson Woshner made a Motion to Approve payment of items on the Bill List that would incur additional expense to the Borough if not paid. The Motion was seconded by Councilperson Menosky and carried via unanimous roll call vote. Councilperson Coder asked that Borough Bill Payment twice a month be included on the Finance Committee Agenda for May, 2016.

XII. Public Contribution (2 minutes per person)

Connie Rankin, Arch Avenue, commented to Council that Forest Avenue, or the Borough in general, does not need more multifamily dwellings.

XIII. Executive Session - None.

XIV. Adjournment

Councilperson Fodi made a Motion to Adjourn at 9:02 P.M. The Motion was seconded by Councilperson Senvisky and carried via unanimous voice vote. The meeting was Adjourned.

Minutes approved by Bellevue Borough Council on May 24, 2016