

***MINUTES
WORKSHOP MEETING
MILLVALE BOROUGH COUNCIL***

***NOVEMBER 5, 2012 6:00PM
501 LINCOLN AVENUE, PITTSBURGH, PA 15209***

The Millvale Borough Council Workshop Meeting was called to order at 6:00 PM. There were no registered comments from the public.

There was a discussion about the future of Millvale Days.

Community Development: Ed Figas from the MBDC was present at the meeting and gave an overview of the following topics:

- CBRE – Speedway: Update on Project – Speedway is looking for land adjacent to the Route 28 interchange for possible future development.
- The creation of a Riverfront Zoning Overlay District is being worked on by ARTEZ and will not be presented to Council for a few months.
- Details were discussed related to the Children’s Christmas Lunch on December 1
- A request was made for a letter of support from the Borough for an EPA Grant
- The sale of property in the side-yard program and tax liabilities that need to be resolved for certain properties within the program was discussed

Engineers Report: Phil Herman from Senate Engineering reviewed the Engineer’s report for the month of November. He discussed two projects that might be affected by the cold weather: handicap ramps and intersections at North and Lincoln; Stanton Avenue sewer repair.

2013 Budget: A draft of the 2013 budget was reviewed with Council. Interim Manager Deborah Grass gave an overview of the budget and the different funds comprising the budget. Ms. Grass asked that comments and questions be addressed so a final draft can be advertised in early December. There was also a discussion about the anticipated increase in cost for the Borough’s insurances.

Public Safety: Recommendations were made for the adoption of the updated Civil Service Rules and Regulations, the hiring of two part-time police officers, and a Civil Service entry level test designed to update the list of eligible candidates for the position of patrolman in the police department. Two other issues discussed include the use of Nixle as a way for the Borough to communicate with the public, as well as the eventual testing of the fire department siren. The siren has not been used in a number of years and it needs to be tested to ensure that it works when needed.

Public Works: There were no public works issues addressed at this meeting.

Senior Dinner: The details and coordination of the Senior Dinner on December 2 were discussed.

Miscellaneous: Other items that were discussed include the following:

- All appointments to the Planning Commission and Zoning Hearing Board have expired. Letters need to be sent to the members whose terms have expired to see if they are interested in continuing to serve in this capacity.
- A safety committee comprised of employees will be formed. Once the committee is in operation for about a year, the Borough's workers compensation insurance will be reduced by 5% under the SWIF program.
- A letter from Shaler Township was reviewed and discussed. The letter addressed the possible purchase of a video camera for the Shaler Area School District with grant funds received from Verizon. The consensus was not to participate since the grant funds were used for the audits of Comcast and Verizon as recommended by the COG.
- There was a brief discussion about amending the Handicapped Parking Ordinance. The consensus was not to amend it at this time.
- A draft Open Records policy resolution was presented to Council. Back in 2008 when the State of Pennsylvania introduced its regulations for open records, the Borough appointed an open records manager but did not adopt regulations for how the program would operate. Borough Solicitor Jack Cambest answered questions relating to response time of certain requests. A resolution will be placed on the agenda to adopt the regulations.
- Various members of Council requested that the search for a new Borough Manager start to move forward at the beginning of 2013. Ms. Grass agreed to provide a draft ad and job description for the December workshop.
- The Mayor introduced issues related to the Borough's Association. The Mayor asked that he and Councilman Atkinson be appointed as the Borough's delegates to the Association. Other issues related to the Association such as the upcoming banquet, advertisement / sponsorship, and the Banner Community Designation were all discussed.
- Councilman Kelly noted issues of vandalism in the GAPP Park.
- Ms. Grass and Solicitor Cambest provided an explanation of the "Committee of the Whole".
- Council was informed by the Manager that a General Obligation bond payment would be made in November. This is an interest only payment.
- There was a short discussion about the employee Christmas Party and the Fire Department Party.
- The Borough Solicitor recommended that members of Council and staff should not be offered the opportunity to obtain a Sam's Club associate membership through the Borough's membership.

There was one additional item noted by Public Works Director Joey Kypta. He requested approval for new tracks for the Skidsteer at a cost of about \$5,000.

At 8:45 pm, Council adjourned to Executive Session to discuss personnel and legal matters.

The Executive Session ended at 9:30 pm.