

**WORKSHOP MEETING MINUTES**  
**MILLVALE BOROUGH COUNCIL**  
**Council Chambers, 501 Lincoln Avenue**  
**Tuesday, October 6, 2020**

Workshop Meeting Convened

The Millvale Borough Council Workshop was called to order at 5:02 pm by Council President James Machajewski.

Roll Call

Council Members: Al Atkinson, Paul Bossung (6:08pm), Katie Dembowski – ZOOM (6:28pm), Patty Sorg, William Stout, Jack Varley, James Machajewski.

Also in attendance: Engineer Jenn Slagle, Borough Manager Eddie Figas, Zoning and Planning Director John Roth, Public Works Foreman Joe Kypta, Office Administrator Michele Kranik  
Solicitor Cambest joined the meeting at 6:05pm.

Covid-19 Updates

Discussion was held regarding ACT 15; Council meeting adjustments – no adjustments or changes. Discussed indoor/outdoor event capacity limits.

Discussion was held regarding upcoming Holidays and Holiday Events

- A recommendation was made to announce Halloween Trick r' Treat for Saturday, October 31<sup>st</sup>, 2020 from 5:30pm to 8:00pm. Will recommend participants follow CDC/State/County Covid-19 Safety Guidelines. Will recommend participants leave the lights on if they are giving out candy; leaving lights off if they are not giving out candy.
- A recommendation was made to put up Holiday decorations prior to Thanksgiving. Free parking in the Borough will commence on the Wednesday prior to Thanksgiving.
- A recommendation was made to consider options for the Annual Senior Luncheon (December 6<sup>th</sup>, 2020). A possible option was to sign seniors up for possible meal delivery distribution.

Discussion was held regarding MCC rentals. A recommendation was made to close all further rentals for the MCC through the end of 2020, and to focus on rentals for 2021 after the last council meeting in December.

Discussion was held regarding staff operations. No changes, continued operations.

Correspondence

None.

New Business

Discussion was held regarding advertising and salary range for the Accounting Administrator/Borough Treasurer open position. Prepared to go to advertising, deadline by October 30<sup>th</sup>. Salary to be discussed at Executive Session.

Discussion was held regarding advertising and pay rate for a Temporary Part-Time Administration Help position. Will be discussed at Executive Session.

Discussion was held regarding an Actuarial Services RFP.

Discussion was held regarding various leases.

- Sternwheeler
- VFW
- Ballfield - update for a proper lease.

Discussion was held regarding Riverfront Trail Clean up, signage and reopening.

Events/Programming

No updates.

Zoning/Community Development/Code Report

Discussion was held regarding the Act 167 Stormwater Ordinance. Advertising was published for the Public Council meeting.

Discussion was held regarding the Property Nuisance Ordinance, which introduces initial citations for ordinance violations. Advertising was published for the Public Council meeting.

Discussion was held regarding an update to the Dumpster Ordinance, elements of which are based off of Shaler Township's Dumpster Ordinance. Advertising was published for the Public Council Meeting.

Discussion was held regarding various condemned homes/homes not suitable for inhabitation in the Borough.

Discussion was held regarding correspondence from Mike Speranzo from Mr. Smalls about continuing Butler

Street closure for events on the weekends.

#### Borough Engineer

Gateway Engineers

Ms. Slagle reported on engineering activities for the month of September

**C-42000-2020 General Engineering** Gateway met with the Manager and public works to review the condition of Wessel Alley and discuss options for reopening the alley.

**C-42004-2020 MS4 Compliance Work** Gateway continues to plan for 2020/2021 tasks. Gateway prepared the annual report and appendices pollutant report and mapping as required by the permit.

**C-42007-2020 Millvale Road Program** No new updates.

**C-42010-0005 CDBG Grants** The bid opening occurred on August 28<sup>th</sup>, 2020, with Joe Palmieri Construction, Inc. the apparent low bidder. North Hills Council of Governments is working with the County to execute the CDBG contracts, ADA Ramp contract will be awarded once this has been completed.

Gateway prepared preliminary cost estimates and submitted pre-applications for CDBG Year 47 Grant opportunities. No new updates.

**C-42019 Mary Street Slide** There are no new updates. As requested, Gateway performed a field visit and noted that there is evidence of continued movement of the slope.

**C-42021-2020 Demolition Contract** This project includes 3 properties in the base contract with three optional properties. Bid opening occurred on May 11<sup>th</sup>, 2020 at the Borough Office. Two bids were received with Allen Demolition, LLC as the low bidder. Gateway is coordinating award documents with Allen Demolition, LLC at the request of the Borough.

#### Public Works

PWSA – 40<sup>th</sup> Street Onramp Repairs. Work also being done on Gerwig Street – hydrants.

Peoples Gas – Bauerlein Street, 500 Block – work to be done; also down by Sidelines on Evergreen Ave.

Natural Playspace – Sandbox completed. Sculpture of a Duck was picked up from Rivers of Steel, and installed at the Playspace.

Speed Limit Sign project being worked on.

Discussion was held regarding roof repair. No updates.

Discussion was held regarding the Solar Grant. No updates.

Bid opening at GRJSA for Frederick Street and Elizabeth Street sewer lining project.

#### Police Report

Discussion was held on general police updates.

Discussion was held regarding New Officer Hiring process.

Discussion was held swearing in new Part-time officer Joseph Spalick.

#### Planning Commission

No report due to no agenda.

#### Items from Council Members

Mayor Spoales had three items for council.

- Status of crosswalks on Evergreen
- Questions regarding status of Election Sites. Currently there are three sites available for voting polls.
- Allowing various representatives from different Millvale organizations (MCDC, Gardens of Millvale, BAM, etc.) to attend council meetings to present information.

President Machajewski mentioned putting together a proclamation for Veterans' Day, as well as recognizing the efforts of first responders in action around the Borough.

#### Unfinished Business

Discussion was held regarding the Women of Millvale murals. Artist Martha Rial joined in the conversation via ZOOM.

Discussion was held regarding the Allegheny Cares Grant updates; Looking to purchase keyless entry system for the Borough Building, as well as front office security measures including a payment window, and a locking door for the front administrative lobby area. Borough has received a bid from Global Access Control systems. Discussion was held regarding DLC LED lighting updates – approved for 67 LED replacements; Evergreen Avenue Crossing Sign DLC updates.

Discussion was held regarding a Historic Preservation Ordinance; Vanka Murals.

Discussion was held regarding the Preliminary Budget.

- Riverfront Appraisal, RFP – first quarter of 2021.
- Intersection Cameras.
- Flags and Signage.

#### Public Comment

None.

#### Adjournment

The meeting was adjourned at 6:50pm.

Council then moved to Executive Session.

James Machajewski, Jr., President

Eddie Figas, Borough Manager