

**LEETSDALE BOROUGH COUNCIL** met in Regular Session at 7:00 PM on Thursday, June 9, 2022 in Council Chambers.

Council President Lee called the meeting to order and announced the meeting was being recorded.

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

**PRESENT:** Council President P. Lee; Councilors O. Awad, B. Carroll, W. James, R. Nanni, M. Napolitano and J. Weatherby

**ALSO, PRESENT:** Mayor S. Ford; M. Turnbull, Esq., Weiss Burkardt and Kramer LLC; D. Slagle, P.E., Nichols & Sagle Engineering, Inc.; Police Chief D. Raible; Douglas Ford, Street Commissioner

### **REPORTS RECEIVED**

**TREASURER'S:** May

**MINUTES:** April Regular and May Workshop Sessions

**MOTION BY** Mr. Weatherby to accept the May Real Estate Tax Report and the April Regular and May Workshop Session Minutes, second by Ms. Carroll

Mr. Nanni Abstained from the Motion

**MOTION CARRIES**

### **AUDIENCE ADDRESSING COUNCIL**

**Deb Canney, 2 Oak Drive**, recognized the Public Works Employees and Councilman Osman Awad for all their hard work in the borough.

**Tim Patterson & Cindy Phillips, 21 Winding Road**, requested that Council review the fence ordinance for placement of the fence line with the property line as the building inspector has misinterpreted the ordinance and instructed them to place the fence 6 inches inside property line. Ms. Turnbull advised that the ordinance does need updated and will refer to the Planning Commission to review and provide a recommendation to Council for their consideration.

**Laura Mastrocchio, 4 Sycamore Spur**, thanked those who helped with the spaghetti dinner as it was a success with a profit of \$1,000.00, The Election Day Bake Sale profit \$302.00, Borough Open House Meatball Sandwiches profit \$180.00. The balance of funds is \$8,215.00, with outstanding bills totaling \$14,667.00. 9:00 AM Parade Lineup with a 10:00 AM start with the same route. 11:00 AM Henle Park activities kickoff. 3:00 PM Live Bands and Fireworks at dusk.

**Dominic Napolitano, 15 Valley Lane**, concerned with flooding along Valley Lane due to catch basin issues. Doug Ford will address the issue with Dan Slagle.

**Suzie Kretzler- Falcon, 11 Winding Road**, also concerned with flooding along Winding Road.

**Jim Scott, works for Valerie Gaydos, represents the 44<sup>th</sup> Legislative District**, provided an update on the Farmer Market Vouchers

**Jim Gilbert, 2 Main Street**, requested an update on the equipment sharing agreement with Sewickley Borough to use their street sweeper. Dan Slagle provided an update; the agreement was from 20 years ago. It was joint application with Sewickley Borough to get a grant for the leaf composting facility and in the agreement, it was to share certain equipment and one was for Sewickley Borough Street sweeper, there were requirements in the agreement, training to use the equipment and how to get the equipment to Leetsdale Borough. The agreement would need to be reviewed to determine if Leetsdale Borough could use the street sweeper, since Leetsdale Borough was granted equipment as well from the grant; front end loader, chipper, leaf machine, which have never been borrowed by Sewickley Borough. Mr. Awad confirmed that the Borough is currently contacted with outside vendor to street sweep at \$250.00 a day twice a week and volunteered to contact Sewickley Borough for the original agreement.

**Suzie Kretzler-Falcon, 11 Winding Road**, concerned with the water run-off that continues from 15 Winding Road. Ms. Simek provided an update that Dan Burns, BIU Code Enforcement Officer, is starting the process of citing to the homeowner.

**SOLICITOR****M. Turnbull, Esq.**

- An Executive Session was held immediately prior to this public meeting to discuss matters that pertain to Attorney Client Privilege
- Ms. Turnbull introduce Jason Calabro, location scout for the tv series Mayor of Kingstown, a paramount plus picture, Mr. Calabro thanked Council and Mayor Ford for allowing his crew to film at the Leetsdale Boat Launch for an upcoming scene on June 29, 2022

**MOTION BY** Mr. Weatherby to allow the filming of Mayor of Kingstown to take place at the Leetsdale Boat Launch subject to appropriate conditions, liability and insurance and coordination with the local law enforcement, second by Mr. Awad

**MOTION CARRIES**

- The Special Hearing request from 3 Elm Lane to consider allowing chickens was held by ZOOM on Tuesday, June 7, 2022. Council will be meeting in Executive Session after this regular session meeting to discuss a hearing decision. Ms. Turnbull suggested that Council amend the current animal Ordinance with conditions or refer the Ordinance to the Planning Commission for a recommendation to Council.

**Deb Canney, 2 Oak Drive**, suggested that Council visit the property at 3 Elm Lane before making a decision since the homeowner already has a cage, from the previous owner, that is very well kept and stated that the yard is well maintained.

**MOTION BY** Mr. Weatherby to accept the engagement letter from O'Connor, Pagano and Associates for the 2021 financial statement audit and DCED audit, second by Ms. Napolitano

**MOTION CARRIES**

- Council discussed the draft ordinance for parking restrictions along Church Alley and the Borough Building rear parking lot for Borough Business Parking Only. Limiting the parking in the rear lot would give additional parking for the Fire Department when there's an emergency. Mr. James discussed the parking along Church Alley and thought it wasn't the parking being an issue but what's been parked there and continues to be parked there. There are no other alleys in the borough with this issue or being complained about. Mr. Awad confirmed with Chief Raible that motor vehicles and trailers are legally parked on a street if it has the following; current inspection, registration and insurance.
- Ms. Turnbull reviewed and commented on the Planning Commission changes to the Special Exceptions for the Zoning Ordinance and return them to the commission for another review.
- The Oil and Gas Ordinance and the SALDO Amendments were both sent to Allegheny County on May 25, 2022, the borough has to wait 45 days for the county to comment and once those are received Council can adopt the amendments at that time. General Code provided a quote to update the Oil and Gas Ordinances on e-Code has been postponed until these amendments are adopted.

**ENGINEER****Dan Slagle, P.E.**

- Mr. Slagle reviewed the Engineer's Monthly Report
- The design is completed for the Henle Park ADA Parking/Sidewalk Project and requested the agreements for the QVCOG/ACDD in order to bid out the project.
- Additional topsoil and seed have been requested for the Kohlmeyer Park ADA Parking Project.
- Mr. Slagle opened the bids received for the Rt 65/Henle Park Storm Sewer Cleaning Project; Curtis Crump Alternate Bid \$24,000.00, Insight Pipe Base Bid \$88,500.00 and Robinson Pipe Cleaning Base Bid \$43,275.00

**MOTION BY** Mr. Weatherby to Amend the Agenda to accept a bid for the Route 65/Henle Park Storm Sewer Cleaning Project, second by Mr. Awad  
**MOTION CARRIES**

**Public Comment Period**

**Deb Canney, 2 Oak Drive**, questioned the exact location of the storm sewer and how often will this need cleaned out? Mr. James advised that the storm drain is located at the bottom of Henle Park at Route 65 next to Victory Lane terrace. The drain was last cleaned two years ago. Mr. Slagle advised installing two debris gates up on the hill to stop the dirt and rocks from coming down would help and this would be done by the Quaker Valley High School if the new school gets built this would be included in the agreement between the school and the borough. Mr. Slagle suggested that borough council included this in the yearly budget for regular maintenance to help with the cost of the cleanup.

**Jim Gilbert, 3 Main Street**, thanked Mr. Slagle for setting up the borough for preventative maintenance to save money going forward.

**MOTION BY** Mr. Weatherby to accept the alternate bid from Curtis Crump in the amount of \$24,000.00 to clean the Route 65/Henle Park Storm Sewer, second by Ms. Napolitano  
**MOTION CARRIES**

- The next Municipal Separate Storm Sewer System (MS4) Annual Status Report is due on September 30, 2022
- The research for a possible Hussey Copper Emergency Access Road for the Washington Street residents has started. Mr. Slagle stated that the property is all privately owned and the area is heavily industrialized making it hard to access. There is also concern that if an emergency would arise and having access to Hussey Copper's property for 150 vehicles to travel through might not work.
- The Washington Street Realignment Project is being designed. Met with Columbia Gas regarding the relocation of the gas lines and plant to meet with Edgeworth Water to relocate the water lines.
- The borough awarded the Overpass Ramp Barrier Project to El Grande Construction and will begin work soon.
- The 2022 Paving Project to pave Village Drive was awarded to Youngblood Paving in the amount of \$81,377.50. Paving should begin in June or July.

**Laura Mastrococco, 4 Sycamore Spur**, confirmed that the paving project would not interfere with the 4<sup>th</sup> of July Celebration that will be utilizing Village Drive for the parade lineup.

- The Mike Maruca Memorial Bridge inspection report is being reviewed for necessary corrective measures.
- Columbia Gas has requested several road opening permits on Valley Road. The company will be making required repairs on Valley Road and Beaver Street which will require temporarily closing the roadway. The Borough's Road Opening Permit will require Columbia Gas to mill and overlay the entire roadway.
- Mayor Ford inquired if a road could be put through Kohlmeyer Park to be used as an emergency exit for the Washington Street residents, she continued with the roadway would be gated so no one else could use it. Mr. Slagle confirmed that a roadway through the park would be more cost effective at about \$80,000.00 instead of the \$800,000.00 it might cost to have access through Hussey Copper. Mr. Slagle also has a concern with Hussey Copper allowing the residents on their property with all the dangerous chemicals they handle making it a dangerous situation. One concern of the Washington Street residents is the Hussey Copper employees using the emergency exit to get to work instead of traveling all the way around on Brickworks. Mr. Slagle suggested placing key pads at the entrances so in the case of an emergency the gates would be opened.

**Henrietta Kretzler, 343 Washington Street**, stated that the Hussey Copper parking lot is horrible and she wouldn't drive through it.

Mr. Slagle also suggested height bars be placed on the suggested roadway so trucks can't drive through and add some speed bumps. Mayor Ford agreed with a key pad then it's only used in emergency including the police and fire departments would have access too. Mr. Slagle also suggested a railroad crossing back at Ferry Street. Council will have a Washington Street Emergency Exit Informational Meeting for the Washington Street residents and the following will attend; Mayor Ford, Mr. Weatherby, Ms. Napolitano and Ms. Carroll

**Laura Mastrorocco, 4 Sycamore Spur, questioned** why the borough removing the Washington Street Hump? Mr. Nanni stated that the hump needs to remain for a foot bridge to be placed there as a second exit from Washington Street, Mr. Weatherby advised that it is not possible due to the restriction by the railroad, this was confirmed by Ms. Turnbull. Laura Mastrorocco also confirmed that the 2022 Paving Project would not interfere with the 4<sup>th</sup> of July Celebration and Mr. Slagle stated that he would make sure it does not interfere.

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**MAYOR'S REPORT****Sandra J. Ford**

- Mayor Ford thanked Ms. Lee for organizing the Borough's Open House
- Mayor Ford attended the PSAB Conference in Hersey
- The Public Safety Committee met on June 1, 2022 and discussed the following; installing new street signs, Church Alley and the rear parking lot draft ordinance, double parking issues on Washington Street, Emergency Exit from Washington Street, movie shoot, handicap parking renewals, Chief Raible met with the 4<sup>th</sup> of July Committee, Sergeant Slawianowski attended the Open House, having the police walk through Henle Park during the parks programs and more police patrolling the shopping center
- One of the refrigerators in the food pantry broke, new one ordered and applied for a grant with the Greater Pittsburgh Community Food Bank to reimburse the borough for the purchase.
- Received a \$1,300.00 food grant from the Greater Pittsburgh Community Food Bank for the Leetsdale Food Pantry distribution
- Sign up for the Farmer's Market Vouchers will be June 29, 2022 at the highrise from 1:30 to 3:00
- Mayor Ford joined a new committee, Quaker Valley Connect, that is being put together by the Mayor of Sewickley for an Elderly Assistance Program, focused on transportation for seniors, help with needed repairs, grass cutting, snow removal and computer skills. Also, there's an organizing called Helping Hands that might be available to the Leetsdale residents.
- Hosting a Highrise Picnic June 11, 2022 at 1:00 pm
- Mayor Ford is working with the Sewickley YMCA to provide a monthly activity to help the residents get out of their apartments
- Mayor Ford attended the Community Leaders Breakfast at the Sewickley YMCA with Mr. Awad
- Mayor Ford and Council are invited to tour the new Quaker Valley High School property on June 23, 2022

**Scott Zahner, 164 victory Lane,** asked if the new street signs would include a one-way sign for the second cul-de-sac on Victory Lane? Chief Raible stated that the signs are ordered and once in they will be hang and Chief Raible confirmed signs were order, Doug Ford replied that yes, the signs have been ordered.

**Martha Gilbert Golden, 102 Victory Lane,** advised that the one-way street sign at the top of Victory Lane is covered by overgrown bushes

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**FINANCE/BUDGET/TAXES****Patricia Lee, Chairperson**

**MOTION BY** Mr. Weatherby to transfer the Road Tax Collected from the General Fund to the Road Reconstruction Fund in the amount of \$17,671.82 for April and \$62,954.84 for May, second Mr. Nanni  
**MOTION CARRIES**

**Question on the Motion by Jim Gilbert, 3 Main Street,** what's a road reconstruction fund? Ms. Simek advised that the tax collector collects the resident's taxes and deposits the funds into the General Fund.

The Road Reconstruction Tax Collected cannot intermingle and gets transferred from the General Fund. The Road Funds can only be used for road and infrastructure maintenance, improvements, replacement and repairs.

**MOTION BY** Mr. Nanni to accept the Joint Glass Recycling Resolution, second by Mr. James  
**MOTION CARRIES**

- Ms. Lee explained the best business practice the committee discussed and putting a request out for proposals for the borough auditor, solicitor and engineer. This does not mean that our professionals are not doing their jobs, this is just a best business practice.

**MOTION BY** Ms. Napolitano to move forward with a request for proposals for Auditor, Solicitor and Engineer, second by Mr. Awad

**Question on the Motion by Ms. Carroll**, is this something that council will be doing periodically? Ms. Lee confirmed yes. Ms. Carroll confirmed that this is the best business practice from the committee? Ms. Lee confirmed yes. Ms. Carroll asked if this will be done every four years? Ms. Lee stated that the committee has not decided on the exact number of years, but will be discussed moving forward. Mr. Awad stated that the borough reorganizes every two years. Ms. Napolitano asked that council move forward with the motion and the how many years can be discussed later.

**Bill Jasper, Winding Road**, asked who will write the request. Ms. Lee stated that Council has examples and will be writing the request.

**Question on the Motion by Mr. James**, he stated that he has a lot of questions and stated that it's not appropriate six months in with a sitting engineer and solicitor who have current appointments. I will vote against it the agenda is not showing that and workshop didn't either. Obviously, we need a new auditor as the reports are not done and are holding Ms. Simek, Borough Secretary up from completing her work in QuickBooks. Mr. James continued and stated that he feels this is inappropriate and unprofessional, another thing Ms. Napolitano went to the Leet Township meeting when they were interviewing for engineers and that was not directed by anybody on council to attend and find out the process. Mr. James advised that council can move forward with the vote and stated that it's not appropriate business. Mr. James continued that Mr. Slagle has been with the Borough for 30 years and Ms. Turnbull 10 years. LLS was hired by Leet Township and that's who use to work for Edgeworth Borough when Marty was the Manager and who is now a commissioner for Leet. Ms. Lee advised that this was talked about at the workshop meeting and goals to set best practices. Ms. Lee stated that as a new council member there wasn't a lot of direction, Mr. James advised that's why you have paid professionals like your Police Chief, Borough Secretary, Engineer and Solicitor. Mr. Weatherby stated that he feels that it should be reviewed on reorganization years. Ms. Napolitano stated that she learned in attending training that new council should learn from other Boroughs and Organizations and see what they are doing.

**Barb Herman, 28 Victory Lane**, stated that attending the 7-Springs Conference, like Mr. Awad and the other attendees, is where you can find out this information

Mayor Ford advised that she learned from the PSAB Training that this process is very common practice to do this every once in a while, at least every two years.

**Martha Gilbert Golden, 102 Victory Lane**, it's okay to shop around and see what your options are

**Judy, 158 Broad Street**, stated that she feels Dan Slagle and Megan Turnbull both do an excellent job

**Deb Canney, 2 Oak Drive**, feels this should be open to the public because they are tax payers and thinks council should consider a Borough Manager since Council is new and needs the knowledge for direction. When there is questions Jennifer Simek, Borough Secretary is the one to answer and should be the one who is manager. This would help everyone to work as a team.

**Dominic Napolitano, 15 Valley Lane**, suggested having the RFP's on hand so when needed they could be reviewed at that time.

**MOTION BY** Ms. Napolitano to table the request for proposals for Auditor, Solicitor and Engineer, second by Ms. Carroll



**Question on the Motion by Mr. James,** it's not Council's job to tell the professionals what to do and let them do their jobs and feels a comprehensive plan is not necessary, this will not be revisited in four years. Ms. Napolitano stated that policies are needed like the one for the food bank.

No: Mr. Nanni

MOTION CARRIES

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**ORGANIZATION ADMINISTRATION****Maria Napolitano, Chairperson**

- Ms. Napolitano thanked all who were able to attend and those who participated to make the Borough Building Open House a great success last Sunday, June 5, 2022
- A new Borough Website is still being researched and waiting on additional quotes
- Beginning Monday, June 13, 2022 the Borough Office will have Summer Hours from 7:00 AM until 3:00 PM, Monday through Friday.
- Ms. Lee advised that council discussed at the workshop that when a Borough Employee is needed to assist with Volunteer Work in the Borough that it is clear with the department head first, an example is if Public Works needs to help then it should be cleared with Douglas Ford, Street Commissioner first.
- Council will be reviewing current contracts and agreements in the future to make sure that the Borough is paying a fair amount, an example is reviewing the telephone contracts.

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**PUBLIC SAFETY/POLICE****Jeffery Weatherby, Chairperson**

- Chief Raible reviewed the Police Department's monthly report

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**PUBLIC SAFETY/FIRE****Wesley James, Chairperson**

- Mr. James reviewed the Fire Department's monthly report

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**STREET DEPARTMENT/BOROUGH PROPERTY****Osman Awad, Chairperson**

- Received job applications for the part-time public works seasonal employee

**MOTION BY** Mr. Awad to table the property survey at the boat launch until this is further investigated, second by Mr. Nanni

MOTION CARRIES

- Mr. Slagle and Mr. Ford are working on the catch basin issue along Valley Lane causing flooding.

**MOTION BY** Ms. Napolitano to amend the June Regular Session Agenda to include the following, allow the Public Works Department to obtain a jet truck and camera the catch basins in amount not to exceed \$3,000.00, second Mr. Weatherby

MOTION CARRIES

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**PARKS, RECREATION AND COMMUNITY****Beth Carroll, Chairperson**

**MOTION BY** Ms. Carroll to hire Sarah Scimio for the part-time concession stand position at a rate of \$12.00 hour with hours of Friday, Saturday and Sundays from Noon until 6:00 PM with a start date of Friday, June 17, 2022, second by Mr. Nanni

**Question on the Motion by Suzie Falcon, 11 Winding Road,** will the concession stand be open seven days a week and will she be selling snacks? Ms. Carroll confirmed that Mr. Awad hosts the free lunch program on Wednesday, Thursday and Friday and Sarah Scimio will be available to setup for the weekend on Fridays and will sell snacks Saturday and Sunday.

MOTION CARRIES

- The Parks & Rec Board will be hosting mini camps in Henle Park this summer

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**PLANNING/ZONING & CODE ENFORCEMENT****Maria Napolitano, Chairperson**

- Received the Code Enforcement and Building Inspector Monthly Report
- The Planning Commission has begun reviewing the surveys that were gathered

**MOTION BY** Ms. Napolitano to accept the resignation letter from Ernest Logan to resign from the Planning Commission, second by Mr. Weatherby  
MOTION CARRIES

**MOTION BY** Ms. Napolitano to table the appointment of Carol Weatherby to the Planning Commission with a term ending 2023, second by Mr. Nanni  
MOTION CARRIES

**MOTION BY** Ms. Napolitano to table the Estimate to Codified two Ordinances not to exceed \$3,895.00 as there are additional Ordinances to be added, second by Mr. Weatherby  
MOTION CARRIES

**MOTION BY** Ms. Napolitano to acknowledge the Borough Code Enforcement Officer as the Animal Control Officer for the Borough, second by Mr. Weatherby  
**Question on the Motion by Ms. Carroll**, does this mean the Police can not help with such an issue and Ms. Napolitano stated that the Police will still assist.  
MOTION CARRIES

#### **CORRESPONDENCE**

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- Received an invite to the Allegheny County Community Outreach Meeting on July 12, 2022 located at the Green Tree Municipal Center, you must RSVP to attend

#### **LIST OF BILLS**

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**MOTION BY** Mr. Weatherby to approve the list of bills, second by Ms. Napolitano  
MOTION CARRIES

#### **ADJOURNMENT**

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**MOTION BY** Mr. Weatherby to adjourn at 9:43 PM, second by Awad  
MOTION CARRIES

Respectfully submitted,

*Jennifer Simek*



Jennifer Simek  
Borough Secretary/Treasurer