
BOROUGH OF HOMESTEAD
ALLEGHENY COUNTY, PENNSYLVANIA

Agenda Setting Meeting Minutes
October 8, 2018 - 5:00PM

A regular scheduled agenda setting meeting of Homestead Borough Council was held on October 8, 2018 and called to order at 5pm by President Lloyd Cunningham.

Council Representatives in attendance: Mary Nesby, Kim Fowler, Drew Borcik, Wanda Burrell, Louise Benton and Lloyd Cunningham. Also, in attendance were Mayor Betty Esper, Solicitor Joe Heminger and Manager Lauren Zang.

1. REQUEST TO SPEAK TO COUNCIL / PRESENTATIONS / PUBLIC PARTICIPATION- Duane Shulte of the Civil Service addressed Council regarding the recent promotional testing for Police Sergeant.
2. END OF PUBLIC PARTICIPATION PORTION OF THE MEETING - NONE
3. PUBLIC SAFETY
 - a. Police Chief Report
4. FINANCE/ADMINISTRATION/PERSONNEL
 - a. Review Bill List
 - b. Statement of Revenues and Expenditures to date
5. PRESIDENT-COUNCIL REVIEW
 - a. Discussion
 - i. Old Business
 1. McLean Park
 2. Adoption of No Parking Ordinance at Propel School
 3. Ordinance for towing of vehicles with five or more outstanding parking tickets or citations
 4. Hiring of Charza Boozer for crossing guard position
 5. Waterfront Maintenance Agreement – to discuss at November meeting
 6. Western PA Energy Consortium – not moving forward, will work with electric vendors on individual basis.
 7. Estimates to resurface E. Park Way from Amity to West and E. Locust Way from Amity to Hays – Engineer to prepare bid specifications.
 8. Life insurance for elected officials- A resolution is required to establish the coverage with the PSAB at \$9.30 per month, per elected official, single coverage only.
 9. Allegheny Together Town Center Associates- need agreement from TCA to present at next meeting. The cost of TCA is no longer going to be covered by Allegheny County and will cost the Borough roughly \$9,700 per year beginning in 2019.

ii. **New Business**

1. Sewage Maintenance Fund
2. Social Media Policy- presented for review
3. Volunteer Fire Relief Funds in the amount of \$15,500.02 to be distributed to the Fire Department
4. Animal Control Contract
5. 12th Street Proposal
6. Ordinance to set forth an appeal process applicable to condemned properties
7. Award the 2018 Storm Inlet Project to Satira Construction for \$56,750.00
8. Resolutions authorizing the submission of CD45 applications for Paving of E. 10th (Ann-McClure), E. 12th (McClure-West) McLean Playground parking lot/ storm water retention Rec Center Improvements
9. Approval of Conditional Use for a 20-unit mid-rise apartment building located at 338 9th Avenue, as recommended by the Homestead Borough Planning Commission
10. Approval of Certificate of Appropriateness for façade renovations on property located at 338 East 9th Avenue as recommended by the Steel Valley Historic Architectural Review Board

b. **Informational**

1. September Minutes- Please Review

6. Executive Session 6:15-6:35pm
7. ADJOURN at 6:45pm

Submitted by Lauren Zang

**BOROUGH OF HOMESTEAD
221 EAST 7TH AVENUE
HOMESTEAD, PA 15120**

**COUNCIL MEETING MINUTES
OCTOBER 11, 2018
6:00P.M.**

- 1. CALL TO ORDER 6:00 PM**
- 2. PLEDGE OF ALLEGIANCE LED BY THE MAYOR ESPER**
- 3. THE FOLLOWING MEMBERS RESPONDED TO ROLL CALL**

ROLL CALL:

- Lloyd Cunningham, Council President-Present**
- Rev. Benton – Absent**
- Drew Borcik – Absent at time of roll call**
- Wanda Burwell – Present**
- Lynette Mariner – Present**
- Mary Nesby –Present**
- Kimberly Fowler – Present**
- Mayor Esper – Present**
- Police Chief DeSimone – Present**
- Assistant Fire Chief Tim Eads – Present**
- Engineer Gilliland – Present**
- Solicitor Joe Heminger – Present**
- Code officer-Shaunte Parme-Present**
- Borough Manager Lauren Zang – Present**

- 4. REQUEST TO BE ON THE AGENDA**
None

- 5. AUDIENCE PARTICIPATION**
Ms. Chapman 2 questions for Salary for Financial position? Anything involving money should be a Motions. Was explained salaries or monies are negotiated by police contract and you can look it up on website for information for job descriptions and other information. Boa Dinl introduced himself. His job was advertised in the newspapers

- 6. MOTIONS**

a. Motion was made by Ms. Mariner and Second by Ms. Nesby to pay the bills as by list dated October 5, 2018 in the amount of \$578,675.84. Upon roll call Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Cunningham voted yes. Motion carries 5-0

Mr. Borcik now present.

M-2 b. Motion was made by Mrs. Borcik and Second by Ms. Nesby to approve the Minutes of October 11, 2018. minutes of meeting for 08/16/2018. Upon vote it was unanimous All in favor. Motion carries 6-0

M-3 c. Motion was made to by Ms. Mariner and Second by Mrs. Fowler to adopt Ordinance 2018-7 No parking at Propel School. Upon roll call, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carried 6-0

M-4 d. Motion was made by Ms. Burrell and Second by Mr. Borcik to advertise Ordinance 2018-8 Towing of Vehicles with five or more outstanding parking tickets or citations. Have signs made after Ordinance passes. Upon roll call, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, Mr. Cunningham voted yes Motion carries 6-0

M-5 e. Motion was made by Mrs. Borcik and Second by Mrs. Fowler to advertise Ordinance 2018-9 Amending the Property Maintenance Code to add Section 113 to provide for an appeal procedure to challenge the Building Code Official's determination to condemn a structure as unsafe and dangerous so that it is subject to being demolished without further notice unless a valid and timely permit to rehabilitate is obtained. Upon roll call, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted Yes. Motion carries 6-0

M-6 f. Motion was made by Mr. Burwell and Second by Ms. Nesby to hire Charza Boozer at \$12.67 per hour on a as needed basis as a School Crossing Guard. Draft policy for longevity. Upon roll call, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

M-7 g. Motion was made by Ms. Burrell and Second by Mr. Borcik to authorize Glenn Engineering to prepare bid specifications for the resurfacing of E. Park

Way (Amity to West) according to cost estimated provided in the in the amount of \$47,000 and E. Locust Way (Amity to Hays) according the cost estimated provided in the amount of \$80,000.

Upon vote, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

M-8 h. Motion was made by Ms. Nesby and Second by Mrs. Fowler to adopt Resolution No. 2018-9 authorizing the participation of the Borough Elected Official's in the PASB Borough Elected Officials program. Upon roll call vote Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

**M-9 I. Motion was made by Ms. Burrell and Second by Mrs. Fowler to adopt Resolution No. 2018-10 authorizing the submission of CD45 applications for paving of E. 10th (Ann-McClure) and E. 12th (McClure-West) paving of McLean Playground parking lot and storm water retention and Recreation Center Improvements for CDBG for next year. Check recreation budget. Upon roll call vote Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0
Ms. Burwell stepped out.**

M-10 j. Motion was made by Ms. Mariner and Second by Ms. Nesby to distribute The Volunteer Fire Relief Funds in the amount of 15,500.02 to the Fire Department. See what state regulations are. Upon roll call vote, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 5-0

Ms. Burwell returned.

M-11 k. Motion was made by Mr. Mariner and Second by Mrs. Nesby to award the 2018 Storm Inlet Project to Satira Construction in the amount of \$56,750.00. Same company doing repairs as Citizens bank. Upon roll call, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

M-12 l. Motion was made by Ms. Borcik and Second by Ms. Nesby to approve a Conditional Use for a 20-unit mid-rise apartment building located at 338 9th Avenue, as recommended by the Homestead Borough Planning Commission. Old

masonic building on 9th and McClure. Upon vote, Ms. Nesby Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

M-13 m. Motion was made by Mr. Borcik and Second by Ms. Mariner to approve a certificate of appropriateness for façade renovations on the same property located at 338 East 9th Avenue as recommended by the Steel Valley Historic Architectural Review Board. Replacing windows with similar looking windows and cleaning the front of the building. Upon vote, all were in favor, Ms. Nesby Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik and Mr. Cunningham voted yes. Motion carries 6-0.

M-14 n. Motion was made by Ms. Nesby and Second by Fowler to direct the Solicitor to prepare an RFP for Animal Control Services. Upon vote, all were in favor, Ms. Nesby Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik and Mr. Cunningham voted yes. Motion carries 6-0.

M-15 o. Motion was made Ms. Mariner and Second by Ms. Burrell to hire Bao Dini to fill the open Finance Director position at \$45,000 per year. Upon roll call, Ms. Nesby, Mrs. Fowler Ms. Mariner Ms. Burrell, Mr. Borcik and, Mr. Cunningham, voted yes. Motion carries 6-0

M-16 p. Motion was made Mr. Borcik and Second by Ms. Mariner to promote Corporal Steve Adams to Sergeant based on the recommendation of Mayor Esper and Chief DeSimone. Upon vote, all were in favor, Ms. Nesby Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik and Mr. Cunningham voted yes. Motion carries 6-0.

M-17 q. Motion was made by Ms. Mariner and Second by Mr. Borcik to approve the MOV between Homestead Borough and Allegheny Intermediate Unit. Upon vote, all were in favor, Ms. Nesby, Mrs. Fowler, Ms. Mariner, Ms. Burwell, Mr. Borcik, and Mr. Cunningham voted yes. Motion carries 6-0

Reports

TAX collector receipts/certifications can be received for 2018 by tax collector for current tax year certifications. All other Previous years for tax year 2017 must contact Keystone tax services.

New Restaurant openings are welcomed to the community ENIX/ Brew Pub and Millie's Ice cream Ribbon cutting on October 12th.

Waterfront Halloween is on the 30th

Wanda Burrell explained that the Borough needs to provide Tax information where to go and what to do in writing for Tax collector process. Wants the information to be made available at the receptionist desk.

Teresa Jenkins coming back on Monday 10/15/2018

Steel valley fundraiser will begin at 4:00pm Saturday

7. PRESIDENT OF COUNCIL: NONE

8. BOROUGH SOLICITOR: NONE

**9. BOROUGH ENGINEER: CD 44 Paving of half of McClure Street to part of Sylvan should begin starting later this month or the beginning of November weather permitting
Parking lot sidewalk is in process**

**10. MAYOR ESPER-PRESENT- Provided Christmas Parade day, date Dec 1, 2018 and the Halloween at the Waterfront on November 30 was reiterated.
Rainbow kitchen is having a clothing drive. Proceeds goes towards Animal rights. News letters are being sent from different Boroughs and there is a 3 Borough newsletter. Scholarships at Steel valley are still taking applications.**

**11. CHIEF OF POLICE: Reported for the month 635 public safety calls 110 traffic stops, 29 domestic violence calls 12 weapons complaints, 3 assaults, 2 robberies, 23 arrest, 7 fire related, 5 drug offenses and 3 DUI's, 15 automobile accidents, 23 citations manpower permitting
The steel mill is hiring, The Post office is hiring, The State police is hiring, and the Waterfront is hiring. There are jobs out there if people want to work.**

12. FIRE DEPARTMENT- Will complete the drill at the High school on Monday yet. Tuesday will be at Barrett School for fire prevention. Nine members completed the advance basically correction course.

Will be at Petco from 11am-1:00 to be judge for the Halloween costume

13. CODE ENFORCEMENT: Had reported property violations and failure to comply reports within the Borough of Homestead.

14. CIVIL SERVICE COMMISSION- Congratulated Steve Adams on his promotion.

15. MANAGER: Written Report has been provided to Council and is on the 2019 Office Budget and internal changes have been reported

16. TAX COLLECTOR: Not Present

Motion was made to adjourn council meeting by Ms. Wanda Burrell.

Meeting adjourned

Respectfully submitted,

**Lauren Zang
*Borough Business Manager***