

**BOROUGH OF SEWICKLEY**  
**COMMITTEE OF THE WHOLE MINUTES**  
**TUESDAY, OCTOBER 15, 2013**

President Bob Hague called the Committee of the Whole Meeting to order at 7:30 p.m. Members in attendance were Bill Cornman, Tom DeFazio, Charles Driscoll (7:52 p.m.), Carole Ford, Stan Ference, Robert Glenn, and Jamie Morrill. Susan Aleshire was absent due to vacation. The others in attendance were Jennifer Markus and Alex DeLoia of Village Green Partners, Joan Miles, Melissa Norris, Michael Suehr, Ed Harrell, Fred Clark, Mayor Brian Jeffe, Solicitor Richard Tucker, and Borough Manager Kevin M. Flannery.

**COMMENTS FROM THE PUBLIC**

Jennifer Markus and Alex DeLoia, of Village Green Partners, addressed Council, indicating that Rejuvenate Yoga and Ideas recently opened in the Business District, with both businesses having ribbon cutting ceremonies. Two more ribbon cutting ceremonies are scheduled, one ceremony is this Saturday, October 19<sup>th</sup>, and the other one will take place on October 24<sup>th</sup> for the reopening of the Village Barber Shop. They indicated that the Wine Walk is on Wednesday, November 6<sup>th</sup>, from 5:00 p.m. to 9:00 p.m., and tickets go on sale beginning Wednesday, October 16<sup>th</sup>. In addition, they provided an update on Light Up Night activities, indicating that there would be two stages, with one stage located at Orr's Jewelers which will feature Christmas music only. The main stage will have more modern music.

On motion of Mr. DeFazio, seconded by Mr. Morrill, Council voted, 7-0, to approve the closing of School Street, outside of Sharp Edge, on Sunday, October 27<sup>th</sup>, from 2:00 p.m. to 8:00 p.m., for the Howard Hanna Sewickley Office Annual Children's Free Care Fund Project.

Council reviewed a letter to Melissa Norris, of Mattison Properties, regarding her rental property at 730 Beaver Street. Ms. Norris was in attendance, indicating that she has several rental properties in Sewickley and that she lives in Franklin Park. She indicated that she was unaware that there was a sewer project on Beaver Street, and upon her tenants moving in on June 1<sup>st</sup>, they experienced some sewer problems. She stated that Borough staff advised her that the problem was not in the street, but in her own line. Subsequently, the problem was found in the street and was corrected by Petrakis Contracting. Michael Suehr, her plumber, addressed Council, indicating that he was not in agreement with the October 8, 2013 letter sent by the Borough Manager. Mr. Suehr indicated that every attempt was made to fix the sewer line, stating that he did not believe that the Borough was correct in their procedures in dealing with Ms. Norris, and suggested that there may be further legal action. Council thanked them for their statements and offered no other comments.

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**COMMENTS FROM THE PUBLIC (CONTINUED)**

Council reviewed a letter from Gretchen Hansen regarding the proposed parking garage.

Council reviewed a request from Sewickley Valley Community Fund to do a feasibility study with Mackin Engineering. The Community Fund indicated that the cost of the study is approximately \$8,500, and they are willing to provide financial support if the municipalities of Ambridge, Leetsdale, Edgeworth and Sewickley would contribute \$2,000. Borough Council asked if the previous response from Sewickley to Glen Osborne, regarding bike lanes in the Borough of Sewickley, could be forwarded to the Sewickley Valley Community Fund.

On motion of Mr. Morrill, seconded by Mrs. Ford, Council voted, 8-0, to approve the request of St. James School for the closing of Bank Street on October 18, 2013, from 8:00 a.m. to 12:00 p.m. for the St. James Race for Education, and the closing of Bank Street on October 31<sup>st</sup>, from 12:00 p.m. to 1:30 p.m., for the Annual St. James Halloween Parade.

**COMMENTS FROM THE PRESIDENT/MEMBERS/MAYOR**

Mayor Jeffe reminded everyone that the Halloween Parade, sponsored by the Quaker Valley Rotary and the Borough of Sewickley, will be held on Saturday, October 26<sup>th</sup>, at 10:30 a.m.

Mayor Jeffe announced that Halloween Trick or Treating in Sewickley will be on Thursday, October 31<sup>st</sup>, from 6:00 p.m. to 8:00 p.m.

Mayor Jeffe also announced that the Sewickley Academy 6<sup>th</sup> Annual Pancake Breakfast is on Saturday, October 26<sup>th</sup>, from 8:30 a.m. to 11:00 a.m., in the Robinson Dining Room, with the proceeds benefiting the Edgeworth and Sewickley Police Departments and Cochran Hose Company.

Mayor Jeffe also complimented Village Green Partners on a great Oktoberfest.

Mr. Cornman apologized to Members of Council for missing the Budget Meeting on Saturday, October 12<sup>th</sup>.

Mr. Glenn asked if a patch on Pine Road could be addressed, as well as a patch on Beaver Street. Mr. Cornman also asked about a patch on Maple Lane, and Mr. Morrill asked if the core boring patch on Orchard Terrace could be reviewed.

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**REPORT ON BUILDING INSPECTION. ZONING. PUBLIC WORKS AND  
WASTEWATER TREATMENT PLANT**

Council reviewed the Building Inspector's Report, indicating that fifteen (15) permits were issued in September, with permit fees of \$35,850.00 collected on \$3,341,033.00 worth of construction. Thirteen (13) building inspections were performed.

Council reviewed the Public Works Report for September, highlighting a brick sidewalk repair on Nevin Avenue, preparing equipment for the annual leaf pickup, putting the parking meters back into the Division Street Parking Lot, and giving assistance with community events.

Council reviewed the Wastewater Treatment Plant Report for September, indicating that 17.207 million gallons of sewage were treated. In addition, 95,752 cubic feet of digester gas was used. Repairs to the plant included sealing the driveway, work on the aeration blower, and the installation of the Mission box at the Seibert Street Station.

The Borough Manager reviewed a letter from the Pennsylvania Department of Environmental Protection to the Township of Aleppo, indicating that the Act 537 Plan Update for Sub-basin C and D were approved by the Department.

The Borough Manager indicated that the 537 Sewage Facilities Plan for Haysville has been updated and forwarded to Haysville. The plan's summary was reviewed by Council. Haysville will be meeting and must approve the 537 Plan, forward it to the Department of Environmental Protection, and then Sewickley will be able to take sewage from Haysville. The Borough Manager also indicated that he and the engineer met with the residents of Quarry Road in Sewickley Heights. The residents indicated that some of their sand mounds are failing and asked if it was possible for Sewickley Borough to accept sewage. The necessary process was explained, indicating that the residents would need to meet with Sewickley Heights Borough officials, and the Sewickley Heights Engineer would need to prepare a 537 Plan. The Borough of Sewickley would make any and all information available to them. Once the plan is complete, then the Borough of Sewickley can work to finalize any agreements required to take sewage from Sewickley Heights.

The Building Inspector's Report, Public Works Report, and Wastewater Treatment Plant Report and were received and filed.

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**SOLICITOR'S REPORT**

Council reviewed the Solicitor's Report for September, highlighting the condemnation for sewer line work in Haysville, the finalization of the Civil Service Commission Rules and Regulations, the Police Contract, the 2013 General Obligation Note, and the purchase of property at 418 Walnut Street.

Council reviewed the Solicitor's Invoice in the amount of \$12,019.80.

Solicitor Tucker reviewed the Jordan Tax Services Delinquent Tax Report, indicating that \$11,823.70 was collected in delinquent real estate taxes in the month of August.

Solicitor Tucker reviewed proposed Ordinance No. 1313, the Civil Service Commission Rules and Regulations, indicating that it has been advertised for adoption on Monday, October 21<sup>st</sup>. The Solicitor indicated that an additional sentence was added for the soldier definition.

Solicitor Tucker reviewed seven real estate tax assessment settlements.

Solicitor Tucker advised that the timetable was extended to November in the Olsen and Farlow v. Borough of Sewickley case in hopes that all parties can reach an agreement.

The Solicitor's Report was received and filed.

**BOROUGH MANAGER'S REPORT**

The Borough Manager reported that proposals for the parking needs and financial review for the construction of a 279 space parking garage are due by October 17<sup>th</sup>, and will be in Council's Packet for the October 21<sup>st</sup> Council Meeting.

Council reviewed a Crosswalk Report for Harbaugh and Chestnut Streets, as prepared by Lennon Smith Souleret Engineering.

Council reviewed several e-mail exchanges between a resident and the Borough Office, indicating that the resident does not agree with some of the road reconstruction work performed by the Columbia Gas contractor. The Borough Manager indicated that he and the engineers have been meeting with Columbia Gas on a regular basis, indicating that some of the items mentioned by the resident do need to be addressed and some of the comments do not apply. All in all, the majority of the residents in the area have indicated that the project has gone very well.

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**BOROUGH MANAGER'S REPORT (CONTINUED)**

The Borough Manager reported that Columbia Gas is responsible for replacing two areas of brick at the intersection of Walnut and Bank Streets. During one of his reviews, the Borough Manager requested Columbia Gas and their subcontractor to provide a quote to do an entire square above and below the construction area, and from the asphalt on one side of Bank Street to the asphalt on the other side of Bank Street. The subcontractor, W.D. Wright, proposed a cost of \$79,000. The Borough Manager provided a report indicating that it could be paid from out of the Road Construction and Maintenance Fund Budget for the year. After further review, Council indicated that they did not want to proceed to do the entire area with the brick. Several Members of Council indicated that the money could be better spent on additional asphalt road repair.

Council reviewed the 2013 Municipal Pension State Aid in the amount of \$132,068.19. The 2013 Minimum Municipal Pension Obligation, as approved by Council on September 17, 2012, is \$166,979 for the Police Pension Plan and \$253,377.00 for the Non-Uniform Pension Plan. The Borough Manager indicated that the 2013 Municipal Pension State Aid unit value is \$3,884.35, which is up 8.6% from last year's value.

The Borough Manager indicated that the Borough has received the Foreign Fire Insurance Premium, in the amount of \$33,679.24, from the state. This is a direct pass-through to the Cochran Hose Volunteer Relief Association.

The Borough Manager advised that as of 9-30-13, we have collected \$2,788,605.35 in real estate property taxes and that our 2013 Budget amount is \$2,453,704.00. This equates to \$334,901.35 for the Real Estate Tax Escrow Account. The Borough has already paid out \$59,509.37, and based on discussions with Jordan Tax, has about \$14,000,000 reduction in assessed valuation to process, or real estate tax refunds of (14,000,000 x .0065) of \$91,000 to process. Our best estimate is that we have less than 20 property appeals pending.

	\$ 334,901.35
Paid -	\$ 59,509.37
Estimated To Pay -	<u>\$ 91,000.00</u>
	\$ 184,391.98

For purposes of calculating the 2014 real estate millage, we are estimating that \$180,000 would be available.

Proposed 2014 Real Estate Tax Revenue:	\$ 2,576,390
-	<u>\$ 180,000</u>
	\$ 2,396,390

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**BOROUGH MANAGER'S REPORT (CONTINUED)**

Based on the current information, we estimate the 2014 Assessed Valuation after the appeals to be \$420,000,000.

	<u>2014</u>	<u>2015</u>
	\$420,000,000	\$420,000,000
	<u>x .00595</u>	<u>x.0064</u>
	\$ 2,499,000	\$ 2,688,000
2% Discount Allowance	<u>.98</u>	<u>.98</u>
	\$ 2,449,020	\$ 2,634,240
Collection Rate	<u>.98</u>	<u>.98</u>
	\$ 2,400,039	\$ 2,581,555
From Real Estate Escrow	<u>\$ 180,000</u>	<u>\$ 0</u>
	\$ 2,580,039	\$ 2,581,555
Proposed Real Estate Revenue	<u>\$ 2,576,390</u>	<u>\$ 2,576,390</u>
Difference	\$ 3,649	\$ 5,165

The proposed 2014 Budget is recommending the reduction in millage of .55 of a mill. Then for 2015, to maintain the SAME REAL ESTATE FUNDING LEVEL, the millage would be raised from 5.95 mills to 6.4 mills.

The Borough Manager reviewed a notice for the Quaker Valley COG Recycling Day, to be held Saturday, November 2<sup>nd</sup>, behind the Borough of Sewickley Municipal Building.

Council reviewed the Dickson Road Monitoring Pin Update, indicating that the vertical plane movement was averaged 1/4” and the horizontal pins ranges were 1/4” to 2-1/4”. Pin No. 1 had to be relocated because a junk car had been placed over the pin area.

Council reviewed a Crescent Avenue Report, indicating that there has been some movement on the edge of Crescent Avenue. The Borough Manager had provided previous reports, dating back to 2005, indicating that the wall that was placed was a temporary fix. Council requested a recommendation as to an additional temporary repair to the street.

The Borough Manager indicated that three Public Hearing are scheduled for the Monday, October 21<sup>st</sup> Council Meeting for the Subdivision Plan for the Water Works Plan of Lots, the Unification Plan for the Green Street Plan of Lots, and the Zoning Map Amendment Change for Block and Lot No. 421-A-139, to be incorporated into the Village Overlay Zoning District. The Planning Commission held a Public Hearing and voted to officially recommend approval of the three requests.

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**BOROUGH MANAGER'S REPORT (CONTINUED)**

The Borough Manager reviewed the staff performance review schedule, indicating that Borough Manager Review, coordinated by Mr. DeFazio, will be at the Committee of the Whole Meeting on November 12, 2013. The Review for the Police Chief will be on December 10, 2013, coordinated by Mayor Brian Jeffe. The Solicitor Review will take place at the January 14, 2014 Committee of the Whole Meeting.

The Borough Manager reviewed the upcoming holiday schedule for the Thanksgiving, Christmas and New Year's holidays.

Council reviewed a memo that was sent to all employees regarding Health Exchanges; this was necessary to be in compliance with the Affordable Care Act.

Council reviewed correspondence with Duncan Solutions, PayPal and RBS regarding the pay stations, indicating that all pay stations were removed in September. Duncan Solutions has agreed to pay the Borough \$2,000 for the equipment. During discussions with Duncan, they indicated that they had over \$12,000 invested in the Borough, and the Borough was asking for \$6,000. The Borough Manager indicated that through discussions with Solicitor Tucker, they envisioned a \$3,000 to \$4,000 bill for litigation costs, which would have netted the Borough \$2,000, so we settled the issue.

Council reviewed the Cochran Hose Volunteer Firefighters Relief Association Compliance Audit Report. Council will need to receive and order filed at the October 21<sup>st</sup> Meeting.

Borough Manager reviewed an incident at the compost pile which was located at War Memorial Park. Apparently, during the course of the cooler, then warmer weather, a family of copperhead snakes made their home in the compost pile. The snakes were removed by the Police Department, and the Public Works crew has since removed the compost pile. The Borough will be providing compost at War Memorial Park next year, but within a different type of structure so that, hopefully, this does not occur again.

The Borough Manager's Report was received and filed.

**EXECUTIVE SESSION**

Council went into an Executive Session at 9:01 p.m. to discuss an update on the Glen Osborne Municipal Services Agreement and the Village Theater.

The Executive Session concluded at 9:32 p.m.

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**ADJOURNMENT**

On motion of Mr. DeFazio, the Committee of the Whole Meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Kevin M. Flannery  
Borough Manager/Secretary

KMF:pmf