

**BOROUGH OF SEWICKLEY**  
**COMMITTEE OF THE WHOLE MINUTES**  
**MARCH 15, 2016**

President Susan Aleshire called the Committee of the Whole Meeting to order at 7:30 p.m. Members in attendance were Bill Cornman, Mark Davidson, Charles Driscoll, Jeff Neff, Todd Renner, and Peter Theis. Larry Rice arrived at 7:51 p.m. Tom DeFazio was absent due to illness. The others in attendance were Jennifer Markus of Explore Sewickley, Matt Provenzano of Sprott Way, Mayor Brian Jeffe, Solicitor Richard Tucker, Larissa Dudkiewicz of the Sewickley Herald, and Borough Manager Kevin M. Flannery.

**COMMENTS FROM THE PUBLIC**

Jennifer Markus, of Explore Sewickley, provided an update, indicating that 575 tickets out of the 600 planned have been sold for the Soup Crawl on Saturday March 15<sup>th</sup>. In addition, Jennifer announced that Stephen King would be visiting the Sewickley Penguin Bookstore, with most likely making an appearance at the Sewickley Academy on June 8<sup>th</sup>. Jennifer indicated that there are several businesses looking to relocate to Sewickley. American Gas Lamp Works has moved into the building behind the Sherwin Williams Parking Lot on Broad Street. The Gallery Walk is on April 15<sup>th</sup> and 16<sup>th</sup>, and they have started to work on the Sewickley Unleashed event, which is scheduled for May 21<sup>st</sup>. In addition, a TV monitor is going to be placed in the vestibule of the Explore Sewickley building; this will be a touch screen TV in which visitors may find information regarding stores and events.

On motion of Mr. Renner, seconded by Mr. Cornman, Council voted, 7-0, to approve the request of Dang Wilson for use of the Chadwick Street Tennis Courts for the Sewickley Youth Tennis Camp.

Council reviewed a Right-to-Know Request from Signature Information Solutions, out of New Jersey, regarding the 2015 Delinquent Borough Real Estate Tax List.

Matt Provenzano, of Sprott Way, was present to inquire of the Borough would agree to put some cold patch near his rental property. He understands that the area is scheduled to be a part of the 2017 Road Project and is fine with that.

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

Mayor Brian Jeffe reminded everyone that the 125<sup>th</sup> annual Sewickley Memorial Day Parade is scheduled for Monday, May 30, 2015. There will be four-day event with a Flag Retirement Ceremony, Celebration of Service Fireworks and other events planned.

Council President Susan Aleshire indicated that the Spring Leaf Clean-up is scheduled for April 1<sup>st</sup> to April 15<sup>th</sup>, and the Spring Gallery Walk is on April 15<sup>th</sup> and 16<sup>th</sup>. The Borough Manager commented that the Spring Leaf equipment may be out earlier than April 1<sup>st</sup>.

Mr. Davidson indicated that he will be away on vacation for the March 21, 2016 Council Meeting.

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

Council reviewed the Building Inspector's Report, indicating that 11 permits were issued, with fees of \$5,755.00 collected on \$475,500.00 worth of construction. There were 37 building inspections performed.

Council reviewed the Public Works Report for February, highlighting the start of cleaning Borough parks and garages. There were six days of snow removal, continued work on the MS4 (Municipal Separate Storm Sewer System) Program. Public Works ordered an additional 100 new American Flags for this year's events.

Council reviewed the Wastewater Treatment Plant Report for February, indicating that 24.155 million gallons of sewage were treated. In addition, 179,970 cubic feet of digester gas was used. Wastewater Treatment Plant personnel continue to work on the Head Works Room redesign.

Council reviewed the Consulting Engineers Report, commenting on the Wastewater Treatment Plant odor issue, indicating that odor sampling will be conducted the week of March 14<sup>th</sup>, with results being available to the Borough by April 1<sup>st</sup>.

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

**SOLICITOR'S REPORT**

Council reviewed the Solicitor's Report for the month of February, highlighting a Right-to-Know Request, tax status of Borough of Sewickley real estate properties and tax assessment appeals.

Council reviewed the Solicitor's Invoice in the amount of \$3,801.00.

Solicitor Tucker reviewed draft resolutions, authorizing the Borough Manager and himself to file with the Allegheny County Office of Property Assessments application for exemption for real estate taxation for Borough properties known as Block and Lot No. 421-A-100, 509-K-10 and 508-N-19. This is the result of the Borough of Sewickley doing subdivisions associated with Waterworks Park and the lots on Walnut Street. The county, through their process, automatically makes the properties taxable and the tax-exempt entities must then file for tax-exempt status. The three resolutions have been placed on the agenda for adoption at the March 21<sup>st</sup> Council Meeting.

Council reviewed the Jordan Delinquent Real Estate Tax and Municipal Lien Claim Report of February 22, 2016, in the amount of \$11,430.53.

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**SOLICITOR'S REPORT (CONTINUED)**

Solicitor Tucker reviewed Sheriff's sales by Quaker Valley School District regarding 424 Walnut Street and 900 Crescent Avenue.

Council reviewed several real estate tax assessment appeals.

The Solicitor's Report was received and filed.

**BOROUGH MANAGER'S REPORT**

The Borough Manager indicated that Columbia Gas is replacing the gas line on Straight Street and Hill Street and it is anticipated to have all work completed by mid to late April. Councilperson Charlie Driscoll stated that Columbia Gas has marked his sidewalk on Hill St. toward Nevin Ave. Borough Manager to check on scope of the work and the sidewalk restoration plans.

The Borough Manager indicated that the 2016 Road Project Bids were opened today, Tuesday, March 15, 2016, at 11:00 a.m. Nine companies took bid packages, and seven companies have submitted bids. An information tally sheet will be provided to Council for the March 21<sup>st</sup> Council Meeting in the event that Council wishes to approve the road projects. The Borough Manager reminded Council that the 2016 Budget for roads is \$793,000.

Council reviewed the Act 205 Filings for the Police and Non-Uniform Pensions Plans and the AG-385 Auditor General Municipal Pensions and Fire Relief Programs.

Council reviewed a request from Village Theater Company for reimbursement, in the amount of \$4,524.89, for expenses incurred to remove a hydraulic tank from the property at 418 Walnut Street. Solicitor Tucker's office reviewed the Theater Agreement, and the Borough is not responsible for any reimbursements. A letter will be forwarded to Village Theater.

Council reviewed a Utility Pole Project spreadsheet which is designed to keep a record of activities involving the removal of all poles that have been replaced in the Borough of Sewickley. The sheet indicates several forms of data. Duquesne Light will be responding to the report and indicate a plan for removal of those poles. The Borough Manager indicated that most of the poles have a designation on the Duquesne Light Drawing Sheets, indicating that Verizon or a cable TV firm may be an additional occupant of the pole. The Borough is also researching with the Public Utility Rules and Regulations in order that the project can be completed.

Council reviewed pictures regarding the demolition projects at 326 Spratt Way and 923 Dickson Road, which have been completed. The Borough Manager advised that several parties have expressed an interest in 326 Spratt Way, and we are working with the School District to begin that process.

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

Linden Place Corporation has submitted a letter with their Highway Occupancy Permit regarding the appeal of the Shade Tree Commission decision not to remove a tree on Route 65, adjacent to the Linden Place Corporation. The hearing will take place on Monday, March 21, 2016. The Borough Manager indicated that Police Chief Ersher and he are still very concerned with any indication that left hand turns out of the property onto Route 65 are approved by the Borough of Sewickley.

The Borough Manager advised that the Quaker Valley Council of Governments will not be sponsoring any recycling days in the spring or summer. The Quaker Valley COG Managers met and decided to have the event in September, with mostly likely the third Saturday in September.

In addition, the Borough Manager reviewed the proposed Refuse and Recycling Contract Specifications. The Borough Manager indicated that Smith Alley was added as one of the roads for the smaller service trucks for garbage. The Borough Manager advised that the Quaker Valley COG intends to bid this out, with the bid opening on July 13, 2016.

The Borough Manager indicated that the 2015 Audit is moving along very well. All forms will be filed with the Commonwealth of Pennsylvania on or before March 31<sup>st</sup>. A meeting will be held with Mr. DeFazio and the Borough Manager on March 22<sup>nd</sup>. The auditors will be present at the April 12<sup>th</sup> Committee of the Whole Meeting to review the entire audit with Council.

The Borough Manager also indicated that three Audit Proposals were received and were opened today, March 15<sup>th</sup>. A report is being prepared for Council for the April 12<sup>th</sup> Committee of the Whole Meeting.

Council reviewed the Quaker Valley School District 2016/2017 School Year Calendar.

Council reviewed the Verizon Franchise Fee Payment in the amount of \$6,575.59.

The Borough Manager indicated that the Borough has reviewed the official Allegheny County Office of Property Assessments Valuations for all properties. Approximately \$9,000,000 of previous tax-exempt properties were included on the tax rolls as taxable.

In addition, the Borough Manager indicated that with the Allegheny County reassessment in 2013, Borough Council adopted the Budget in 2014, setting aside approximately \$180,000 for tax refunds. As of the payment schedule of March 21, 2016, the Borough has paid back in tax refunds \$282,943, which is \$102,943 more than was anticipated to be paid back.

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

The Borough Manager advised that PennDOT will be doing an internet based database with the Traffic Signal Asset Management System (TSAMS). The Borough's three lights on Route 65 will be included in the study. Upon completion of the report, it will be forwarded to Council for review.

Council reviewed a resolution for Berkheimer, indicating that information for Local Services Tax and the Business Privilege Tax will be done via e-mail for ease of communication.

The Borough Manager's Report was received and filed.

**EXECUTIVE SESSION**

Council went into Executive Session at 8:32 p.m. to discuss potential litigation. The Executive Session concluded at 8:53 p.m.

On motion of Mr. Driscoll, seconded by Mr. Cornman, Council voted, 7-1, with Mr. Renner opposed, to adopt Borough of Sewickley Resolution No. 2016-003, approving a consent agreement with the Department of Environmental Protection, and authorized Solicitor Tucker to negotiate any penalty on the Consent Agreement.

**ADJOURNMENT**

On motion of Mr. Driscoll, the Committee of the Whole Meeting was adjourned at 8:57 p.m.

Respectfully submitted,

Kevin M. Flannery  
Borough Manager/Secretary

KMF:pmf