

**BOROUGH OF SEWICKLEY**  
**COMMITTEE OF THE WHOLE MINUTES**  
**TUESDAY, NOVEMBER 15, 2011**

President Robert Hague called the Committee of the Whole Meeting to order at 7:30 p.m. Members in attendance were Susan Aleshire, Bill Cornman, Tom DeFazio, Charles Driscoll, Carole Ford, Glenn Ford and Mike Glenn. Stan Ference was absent due to work. Others in attendance were Jennifer Markus and Kirsten Stripay of Village Green, Christine Ehringer of Hallet Associates, Larissa Dudkiewicz of *sewickleypatch.com*, Mayor Brian Jeffe, Solicitor Richard Tucker, and Borough Manager Kevin M. Flannery.

**COMMENTS FROM THE PUBLIC**

Kirsten Stripay, of Village Green, provided Council an update as well as several mock-ups of banners that will be displayed in the business community. There are four new businesses opening. In addition, she reviewed Yuletide in the Village activities, including Light Up Night. The website [www.YuletideInSewickley.com](http://www.YuletideInSewickley.com) is up and running.

Council reviewed a request from Rob Veltri, a student at Quaker Valley High School, to hold a 5K race in Sewickley to benefit the Boulder Crest Retreat for Wounded Warriors. The date requested for the race is Saturday, February 25, 2012. After some discussion, Council was in agreement that the 5K Race could take place pursuant to a final decision to be made by the Borough Manager, Police Chief and Public Works Foreman based on weather related issues.

Christine Ehringer, of Hallet Associates, reviewed the Actuarial Valuation Reports for the Borough of Sewickley Police Pension Plan and Non-Uniform Pension Plan. The Actuarial Valuation Reports are done every two years, as required by Pennsylvania pension law. Ms. Ehringer reviewed the plans and indicated that since the January 1, 2009 actuarial valuation, there have been increases in benefits and in wages; and with the adoption of Act 44 in 2009, a twenty percent (20%) smoothing was applied to all municipal pensions in the state. In addition, there was additional smoothing permitted, but the Borough of Sewickley chose not to take advantage of the additional smoothing because it was just deferring payments that need to be made eventually.

The Actuarial Reports indicate that there is an unfunded actuarially accrued liability. The information does not require any changes to the 2012 Minimum Municipal Obligation (MMO) by the Borough; however, in 2012, the Borough will be addressing the amortization of the unfunded actuarial liability.

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

Mayor Jeffe reviewed a letter of commendation received from St. Stephen's Church regarding an incident handled by Sergeant Mazza. In addition, Mayor Jeffe complimented Sergeant Mazza in working with a neighborhood watch group on Nevin Avenue.

Mayor Jeffe announced that the Borough had received an Allegheny County District Attorney Seizure Grant in the amount of \$16,000. This was money related to the seizure of drugs in 2009.

Mayor Jeffe reminded Council that Light Up Night is Friday, December 2, from 5:00 p.m. to 9:00 p.m.; and the Santa Parade is Saturday, December 3 at 10:30 a.m.

President Hague announced that there will be an Executive Session for a personnel review of the Borough Manager at the conclusion of the Committee of the Whole Meeting.

Mr. Ford asked Council to tackle the signage issue, to revisit the way finding information, and maybe find a way to subsidize the signage project.

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

Council reviewed the Building Inspector's Report, indicating that seven (7) permits were issued in October, with permit fees of \$9,525.00 on \$880,035 worth of construction. Twenty-nine (29) building inspections were performed, and six (6) property maintenance inspections were performed.

Borough Manager advised that the boat has been removed from the property at 345 Ferry Street. In addition, Mr. Cornman indicated that there was a boat on a property on Bradley Lane, and Mrs. Aleshire indicated that there is a boat on the property at the top of Nevin Avenue. This information will be forwarded to Code Enforcement.

Borough Manager provided different ordinances related to domesticated animals, as prepared by Nancy Watts, in the event that Council was considering limiting the number of cats and dogs allowed at each residence. Council asked that this item be on the agenda for the December COW Meeting.

Council reviewed the Public Works Report for October, highlighting the placement of Christmas lights in trees for Yuletide in the Village, assisting with the 5K Race, the Halloween Parade, and the collection of leaves.

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

Council reviewed the Wastewater Treatment Plant Report for October, indicating that 16.392 million gallons of sewage were treated, and 0 cubic feet of digester gas was used, which is due to the renovation project. The control panel for the digester gas has been installed and is going through a final testing; it is expected to produce gas by the end of November.

Council reviewed the Consulting Engineer's Report, indicating that the Osborne Interconnect Project is on schedule as well as the Boundary Street Pump Station design.

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

**SOLICITOR'S REPORT**

Council reviewed the Solicitor's Report for October, highlighting the spot zoning challenge with MCM Ventures, the Edgeworth Fire Department Agreement, assessed values to be used for 2012, the Sewickley Police Policy and Procedure Manual, and easements for the Glen Osborne Sewer Interconnect Project.

Council reviewed the Solicitor's Invoice for the month of October, in the amount of \$3,856.57. Solicitor Tucker also provided a breakdown of the bond fees related to the bonds completed in January of this year.

Council reviewed tax assessment appeals.

Council reviewed the Jordan Delinquent Tax and Municipal Claims Report for the month in the amount of \$8,571.44.

Council reviewed several documents regarding MCM Ventures, Ltd. v. Zoning Hearing Board of the Borough of Sewickley, No. 759 CD 2011. The Solicitor indicated that there is a possibility of a court hearing date in March or April of next year.

The Solicitor's Report was received and filed.

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**BOROUGH MANAGER'S REPORT**

Borough Manager indicated that the paving has been completed on all of the 2011 Road Projects. The final walkthrough is scheduled for Thursday, November 17<sup>th</sup>. The lights on Walnut Street have been installed and the Sun Valley Red Maple Trees have been planted. The plantings for the potted areas have been ordered and will be placed. Laurel Asphalt will be in the Borough over the next couple of weeks to install the red brick design crosswalks.

Borough Manager reviewed the request from The Village at Sweetwater for Bond Reduction No. 3 on their project. The engineers are recommending an amount of \$27,657.60 for the bond reduction.

Borough Manager reviewed an application submitted to the Allegheny County Gaming Economic Development Fund for a grant for Hoey's Run improvements. Hoey's Run stream improvements have been on the Borough's Capital Project list for the last five years. Gaming money projects must be projects in excess of \$500,000. Borough Manager recommended that Council approve a resolution for the grant. On motion of Mr. DeFazio, seconded by Mr. Glenn, Council voted, 8-0, to approve Borough of Sewickley Resolution No. 2011-015, authorizing submission of a grant to the Allegheny County Gaming Economic Development Fund.

Council reviewed a letter to Kurt Dizak, indicating that upon his 50<sup>th</sup> birthday he is eligible to draw his police pension. As of this date, there has been no response from Mr. Dizak.

Borough Manager reviewed the Auditor General Compliance Audit Reports for the Borough of Sewickley Pension Plans. As previously discussed, adjustments were necessary to two retired employees' pensions, a retired police officer and a retired Wastewater Treatment Plant employee. Both corrections have been made, and the Borough is in compliance with the recommendations of the audit.

Borough Manager indicated that copies of Act 44 Disclosure Forms and letters have been sent to the four providers of pension services for the Borough. This form is to be completed annually by any third parties paid out of pension monies.

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

Borough Manager reviewed the Borough of Sewickley Budget for 2012, indicating that the tentative budget was adopted on Saturday, October 22, 2011. The Budget has been advertised, with an expected adoption date of Monday, November 21, 2011. The Borough is basing the real estate tax revenue on the 2011 assessed valuations. In addition, the Borough received some good news concerning the budget, the final figure for the employee health care cost dropped by 5%. Borough Manager also indicated that the budget is available on the Borough of Sewickley website, the Sewickley Public Library and at the Borough Manager's Office. Mrs. Aleshire asked how many people have viewed the budget online. Borough Manager indicated that approximately 40 people have reviewed the budget online.

Borough Manager advised Council that a weight limit study was performed in 1998. A weight limit study is used to determine the acceptable weight for vehicles traveling on Borough of Sewickley roads. This is very useful in determining the bonding of the roads as well as for overweight vehicles. In a recent court case, the Borough lost because the opposing attorney indicated that a new Pennsylvania law requires that weight limit studies be updated every five years. The Borough has initiated the new weight limit study, with bore borings taken on Broad Street and Beaver Street; on Walnut Street and Chestnut Street, above and below Ohio River Blvd.; and on Blackburn Road.

Upon receipt of the analysis of the core borings, the information will be submitted to Lennon, Smith and Souleret who will crunch the numbers and prepare a recommendation. A new report is expected to be completed by January of 2012. Council will then be required to adopt a resolution to approve the Weight Limit Study.

Borough Manager advised that the Sewickley Police Policy and Procedure Manual has been reviewed by the Solicitor, the insurance company, and Karen Beck of Optimus Risk Services. A revised edition is to be presented at the December Committee of the Whole Meeting.

Council reviewed a list of open positions on all boards and commissions and the advertisement. As has been past practice, the interviews for the open positions will be on Tuesday, December 13<sup>th</sup>, before the Committee of the Whole Meeting and before the Monday, December 19<sup>th</sup> Council Meeting.

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

Borough Manager advised that with the adoption of the budget, the process will begin with bidding out the 2012 Road Projects. Borough Manager reviewed a letter to the Borough of Glen Osborne regarding the Beaver Street portions related to the Glen Osborne Sewer Interconnect Project. According to the calculations, approximately 3% of the cost is the responsibility of the Sewickley Water Authority; 17% is the responsibility of the Borough of Sewickley; and 80% is the responsibility of the Borough of Glen Osborne.

The Borough Manager's report was received and filed.

**EXECUTIVE SESSION**

Council went into Executive Session at 9:05 p.m. to conduct a personnel review of the Borough Manager. The Executive Session concluded at 9:33 p.m.

**ADJOURNMENT**

On motion of Mr. Driscoll, seconded by Mr. Glenn, the meeting was adjourned at 9:34 p.m.

Respectfully submitted,

Kevin M. Flannery  
Borough Manager/Secretary

KMF:pmf