

**BOROUGH OF FRANKLIN PARK
BOROUGH COUNCIL WORK SESSION MINUTES
WEDNESDAY, JUNE 7, 2023**

A work session of the Borough Council of the Borough of Franklin Park was held on Wednesday, June 7, 2023 at 7:00 p.m. at the Municipal Building, 2344 West Ingomar Road, Pittsburgh, Pennsylvania 15237. The meeting was also held virtually via remote audio and video conferencing.

Council President John Parks called the meeting to order.

COUNCIL MEMBERS:

Jiang Lipresent
Brian S. Malkinpresent
Lucas R. Myslinski, Vice Presidentpresent
Uday Palledpresent
John P. Parks, Presidentpresent
Thomas C. Schwartzmier, Second Vice Presidentpresent via Zoom
Junior Councilperson Ava DiGiacomopresent
Mayor Dennis E. O'Keefepresent

ENGINEER:

Shawn Wingrove, Lennon, Smith, Souleret Engineering, Inc.present

SOLICITOR:

Robert Max Junker, Babst Callandpresent

STAFF:

Zach Brower, Recreation Program Directorpresent
Gary Bucuren, Superintendent of Public Works.....absent
Cindy Crain, Finance Director/Borough Treasurer.....present
Rege Ebner, Borough Managerpresent
Walt Healy, Police Chief.....present
Jim Huff, Manager of Golf Course & Parks Facilitiespresent
Cathy Krummert, Borough Secretarypresent
Andy Nock, Assist. Bldg. Insp./Fire & Tech Official.....present
Tim Phillips, Building Inspector/Zoning Officer.....present
Sam Snyder, Police Lieutenant.....present

AUDIENCE: 7 (3 in person and 4 via Zoom)

REVIEW OF BOROUGH PENSION PLANS – Jason Staley of Schneider Downs provided investment reports and reviewed the performance of the General Employees' and Police Pension Plans and answered questions.

INTERVIEW CANDIDATES FOR 2023/2024 JUNIOR COUNCIL PERSON POSITION – Borough Council interviewed three candidates for the Junior Council Person position for the 2023/2024 school year: Arshia Zaidi, Julia O'Keefe and Aditi Patwari.

EMERGENCY OPERATIONS PLAN AND EXERCISES – Dr. Tom Stein, Emergency Management Coordinator discussed planning a disaster drill in the fall. Dr. Stein also provided information regarding the National Incident Management System (NIMS) and how the emergency operations center would theoretically be set up. He also encouraged Council Members to go through the Incident Command Courses through FEMA (ICS 100, 200, 700 and 800) before the scheduled drill so we can hit the ground running. The drill is scheduled for Wednesday, September 27, 2023 from 5-8 p.m. at the fire station.

Staff members joined the meeting at this time.

OLD BUSINESS

- Current construction standards on curbs – Council previously discussed changing the standard from concrete to asphalt curbs due to the expense of concrete curb repair. The bids were already awarded for the 2024 curb and gutter replacement program. There was discussion regarding how to replace the existing concrete curbs with asphalt and how to handle new developments. Council was provided with the sections from the SALDO regarding the specifications for concrete curbs. A suggestion was made to talk to the Palombo Contracting to ask if they would be willing to cut the contract short and not complete all of the scheduled concrete curb repairs. Mr. Wingrove will reach out to Palombo to start the conversation. Mr. Phillips will reach out to the developers of the Cardinal Ridge Plan and Deerfield Estates Plan to ask if they would like to consider installing asphalt curbs rather than concrete curbs. We will need to eliminate the concrete standards from the Appendices and will also need to tweak the details to include a final 1-1/2" asphalt top coat prior to acceptance.
- Taylor Ridge sidewalk – Council discussed the revised sidewalk plan and concurred to advise the developer to move forward with installation.
- Wedgewood Drive sidewalk – The HOA will be willing to maintain the new section of sidewalk if it is installed by the Borough. We will move forward with measuring, obtaining an estimate and asking Palombo Contracting if they would be interested in doing the installation. The cost of the installation will be covered by the sidewalk fund.
- Summer Fields sidewalk bids – Mr. Ebner discussed the options for the installation of the sidewalks on a total of seven lots. The builder constructing the last home in this plan will construct the sidewalk for that lot, and he may also construct the sidewalk for the lot next door. The Borough would then award the alternate bid to Palombo Contracting to install the sidewalk on the remaining five lots. The Borough is holding funds from the developer to cover the cost of the sidewalk construction. Mr. Ebner will meet with the builder and the second homeowner next week, and a motion will be placed on the July regular meeting agenda to award the alternate bid to Palombo Contracting.
- Deer culling – Mr. Brower put together a draft Deer Management Protocol for the Borough to manage our own deer culling program on Borough properties. Council reviewed and discussed the draft, and Mr. Junker noted that the Borough properties should be identified. Mr. Ebner will reach out to the North Hills COG municipalities to see if any of them are running their own deer culling program. Mr. Junker noted that signage should be posted. Hunters will need to check in with the Borough when they plan to enter and exit a property.

AGENDA REVIEW – The June 21, 2023 regular meeting agenda was reviewed.

- Willow Ridge Plan – Mr. Junker prepared the maintenance agreement and the acceptance ordinance. The developer has been notified of the expectations for the next 18 months, and he has been notified that he must pay the outstanding snow removal fees prior to enactment of the ordinance. The ordinance will be introduced in June and voted on in July.
- Bliss Land Development – We are working with Mr. Wingrove regarding the requested bond reduction request.
- Morton Salt Contract– A motion has been placed on the agenda to award the North Hills COG salt contract, but we likely will not place an order this year because we have a large amount of salt in storage and the COSTARS price is usually lower.

STAFF REPORTS:

Report by Cindy Crain, Finance Director/Borough Treasurer

- The TAC met last Thursday with all new members. Nate Dufresne was appointed Chairperson and Fran Livingston was appointed Vice-Chairperson.
- The agreement has finally been signed for the Golf Course POS system.

Report by Tim Phillips, Building Inspector/Zoning Officer

- The Planning Commission and Zoning Hearing Board will not meet in June.
- Mr. Malkin asked Mr. Phillips questions pertaining to the Land Use/Planning Committee's review of the Land Development Ordinance.

Report by Zach Brower, Recreation Program Director

- He received contracts for the Acorn Park pump track, and motions will be added to the regular meeting agenda for separate design and build contracts.
- We are waiting for information from LSSE regarding the relocation of the proposed playground in Acorn Park before moving forward with the purchase of the playground equipment.
- Festival in the Park/Bicentennial – Staffing will be an issue, and he will need to meet with the fire police to figure out parking, shuttle locations and the exit strategy at the end of the night. Miss DiGiacomo indicated that she could assist with student volunteers. Mr. Ebner noted that Donna Platt is doing a nice job putting together the history displays, and she has been working with Abby from the Heritage Center. We will be loaning history materials to the Heritage Center to display in July and August.
- Old Orchard Pickleball – Mr. Ebner noted that there were three violations this evening. Mr. Schwartzmier has tried to call Gamma, and they have not returned his calls regarding the availability of the quiet pickleballs.

Report by Jim Huff, Manager of Golf Course & Parks Facilities

- The musical flowers will be installed in Old Orchard Park tomorrow.
- Mr. Huff encouraged all Council Members to bring a foursome to the Scholarship Golf Outing.
- He noted that a golf course in Sarver is using autonomous mowers on their course. This is the next big thing, and he will be visiting that golf course to gather information.

Report by Shawn Wingrove, Borough Engineer

- Bliss Land Development – The developer has requested a reduction for sidewalks and as-built plans. LSSE disagrees with the quantities requested for the sidewalks, so their recommendation will be adjusted accordingly. They will provide their recommendation letter prior to the regular meeting. Mr. Parks asked about the width of the sidewalk in the plan since they look very narrow. Mr. Wingrove indicated that the minimum width is 4 foot. Mr. Wingrove noted that the ADA ramps were not installed correctly at the entrance and that will be included in the review letter.
- Acorn Park Project – LSSE will share the revised plan with staff this week.
- Council asked questions and asked for recommendations regarding the current Land Use Ordinance.

Report by Walt Healy, Chief of Police

- The Chief explained that they had two remaining candidates on the hiring eligibility list from the previous hiring earlier this year, but unfortunately, both candidates have withdrawn from consideration. Chief Healy indicated that he is considering amending the educational qualifications for hiring so we get more candidates and do not limit our hiring pool. A motion will be added to the regular meeting agenda to notify the Civil Service Commission of a Police Officer vacancy due to Amanda Fedunok's resignation and to request the certification of an eligibility list.
- Sergeant Skillen is back to full duty, and Sergeant Lestitian is on light duty and hoping to be back to full duty next week.

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BOROUGH MISSION STATEMENT – Three options were provided to Council for consideration and the following was chosen as the mission statement for the Borough: Franklin Park Borough is committed to creating a safe and welcoming community for our residents, businesses, and visitors. We place equal value on our green spaces as we do our developed areas and strive to maintain a fiscally responsible balance between sustainable land use and economic opportunity. Through the dedication and guidance of municipal leadership, we provide services and support that enhance the lives of those who live, work, and play in our borough. A motion will be added to the regular meeting agenda.

MANAGER'S REPORT DISCUSSION ITEMS

- Donation of road grader – Mr. Vandevort has offered to donate an old road grader to the Borough, and Council concurred to accept.
- Road opening draft ordinance – Mr. Junker and staff are still working on the proposed ordinance.
- Guidance for EAC – There was discussion at the last EAC meeting suggesting that the EAC review all ordinances and make recommendations to Council. Council discussed and agreed that the EAC should wait until the Comprehensive Plan is done, and Council will then provide guidance to the EAC.
- The Comprehensive Plan should be ready to go to the Planning Commission in July and to Council in August.
- Dee Jay's BBQ Ribs & Grille has agreed to do our Veterans' Breakfast. They have also offered to donate a portion of all proceeds to the Scholarship Fund on the day before the Scholarship Golf Outing.
- The EAC is looking for volunteers for their Acorn Park Green Up Day on Saturday.

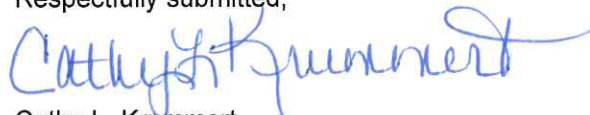
REPORTS FROM COUNCIL MEMBERS

- Mayor O'Keefe – The Borough observed National Taps Across America at Franklin Elementary School on Memorial Day with a nice turnout of approximately 50 people. Austin Evanko, a senior at North Allegheny High School played taps. The Mayor also received an email from someone asking if we have a Borough flag.

EXECUTIVE SESSION – An executive session was held to discuss SharePoint Security, Bliss (Washington Lane) and personnel.

As there was no further business, the meeting adjourned at approximately 11:30 p.m.

Respectfully submitted,



Cathy L. Krummert
Borough Secretary