

**City of Duquesne**  
**City Council Minutes**  
Tuesday, December 19, 2023  
6:30 pm

Meeting being held in person and remotely using ZOOM:  
<https://us02web.zoom.us/j/5251078707?pwd=Z01uVXlMMlZaYm5BazJnYmR4MWs1QT09#success>

Meeting was called to order by Mayor Adams at 6:30 PM.

Mayor Adams called for a Moment of Silence followed by the Pledge of Allegiance.

Manager Sample called the roll.

**Present:** Councilperson Washington. Councilperson Adams, Councilperson Artim, and Mayor Adams

**Others Present:** City Manager Douglas Sample, Engineer Laura Branthoover, and Solicitor Myron Sainovich

**Absent:** Councilperson Caldwell

**PROCLAMATIONS**

Councilperson Washington read the attached Proclamation Honoring Charolette Jeffery Jones

**PUBLIC COMMENTS ON AGENDA ITEMS**

*At this time, citizens may address the Council of Duquesne on any issue appearing on today's agenda. Only residents and taxpayers of the City of Duquesne will be permitted to address the Council. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups of people will be required to designate a spokesperson to represent them before the Council who may speak for a maximum of 10 minutes. Speakers are asked to use the microphone at the speaker's stand, clearly state their name and address for the record and keep comments brief and to the point. Please spell your name for the record and sign in on the sign in sheet.*

**CONSENT AGENDA**

- a. Approval of Minutes – none
- b. Bill List – December 19, 2023

Mayor Adams asked for a **motion to approve the December 19, 2023 Consent Agenda.**

**First:** Councilperson Washington **Second:** Councilperson Adams

**Motion carried 4-0**

**NEW BUSINESS**

**1. *Engineering – Report by Laura Branthoover (see attached)***

**2. *Public Safety – Report by Mayor Scott Adams***

a. Chief Shaw Bonus

Mayor Adams asked for a **motion to authorize a one-time bonus of \$2,500 for Chief Shaw to be paid in the last pay of 2023.**

**First:** Councilperson Artim **Second:** Councilperson Adams

**Motion carried 3-0 (Mayor Adams abstained because he is a former Chief)**

**3. *Public Works – Report by Councilperson Elaine Washington***

**4. *Water Dept. – Report by Councilperson Aaron Adams***

**5. *Community & Economic Development – Report by Manager Sample***

**6. *Accounts & Finances. – Report by Councilperson Derek Artim***

a. Open Capital Improvement Reserve Account at the Pennsylvania Local Government Investment Trust (PLGIT)

Mayor Adams asked for a **motion to authorize the City Manager to open a Capital Reserve Account at PLGIT.**

**First:** Councilperson Artim **Second:** Councilperson Adams

**Motion carried 4-0**

b. Close accounts at Century Heritage and transfer those accounts to First Commonwealth

Mayor Adams asked for a **motion to authorize the City Manager to close the City's accounts at Century Heritage and transfer those accounts to First Commonwealth.**

**First:** Councilperson Artim **Second:** Councilperson Adams

**Motion carried 4-0**

c. Ordinances – 2<sup>nd</sup> and 3<sup>rd</sup> Readings

i. 2024 Budget

Mayor Adams asked for a **motion to adopt Ordinance 2023-02 appropriating specific sums estimated to be required for the specific purposes of the City Government set forth during the year 2024.**

**First:** Councilperson Artim **Second:** Councilperson Washington

**Motion carried 4-0**

ii. 2024 Tax Millage

Mayor Adams asked for a **motion to adopt Ordinance 2023-03 setting the real estate millage rate for property for the year 2024.**

**First:** Councilperson Artim **Second:** Councilperson Washington

**Motion carried 4-0**

iii. 2024 Water Rate

Mayor Adams asked for a **motion to adopt Ordinance 2023-04 setting the water rate for the year 2024.**

**First:** Councilperson Artim **Second:** Councilperson Washington

**Motion carried 4-0**

d. 2024 Fee Resolution

Mayor Adams asked for a **adopt Resolution 2023-18 setting the fee schedule for the year 2024**

**First:** Councilperson Artim **Second:** Councilperson Adams

**Motion carried 4-0**

e. 2024 Wage Resolution

Mayor Adams asked for a **adopt Resolution 2023-19 setting wages for non-union employees for the year 2024.**

**First:** Councilperson Artim **Second:** Mayor Adams

**Motion carried 4-0**

7. *Treasurer Dept. – Report by Maureen Strahl*
8. *Solicitor – Report by Myron Sainovich*
9. *City Manager – Report by Douglas Sample*
10. *Police Dept. – Report by Chief Shaw (absent)*
11. *Fire Dept. – Report by Chief Frank Cobb (absent)*

#### **OLD BUSINESS**

#### **COMMUNITY ANNOUNCEMENTS**

1. **Upcoming Council Meeting** – Tuesday, December 19, 2024 at 6:30 PM.

#### **PUBLIC COMMENT**

*At this time, citizens may address the Council of Duquesne on any issue. Only residents and taxpayers of the City of Duquesne will be permitted to address the Council. Comments on non-agenda items will be taken at the end of tonight’s meeting. Speakers will be permitted to speak for a maximum of 5 minutes. Groups of people will be required to designate a spokesperson to represent them before the Council who may speak for a maximum of 10 minutes. Speakers are asked to use the microphone at the speaker’s stand, clearly state their name and address for the record and keep comments brief and to the point. Please spell your name for the record and sign in on the sign in sheet.*

**Thomas Molanick** – noted the Ordinance 2023-02 was misnumbered on the website. Mayor said it will be corrected.

#### **ADJOURNMENT**

Mayor Adams asked for a **motion to adjourn the meeting at 7:05 PM**

**First:** Mayor Adams **Second:** Councilperson Artim

**MOTION carried 4-0**

*R. Scott Adams*

---

**R. Scott Adams, Mayor**

*D. Sample*

---

**Douglas Sample, City Manager**