

**City of Duquesne**  
**City Council Minutes**  
Tuesday, March 26, 2024  
6:30 pm

Meeting being held in person and remotely using ZOOM:  
<https://us02web.zoom.us/j/5251078707?pwd=Z01uVXlMMlZaYm5BazJnYmR4Mw51QT09#success>

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

Mayor Adams called for a moment in silence followed by the Pledge of Allegiance.

Manager Sample called the roll.

**Present:** Mayor Adams, Councilperson Artim, Councilperson Washington, Councilperson Brownfield, and Councilperson Adams (arrived at 7:00 PM)

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

**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 – February 6<sup>th</sup> and 27<sup>th</sup>, 2024 Council Meetings
- b. Bill List – none

**MOTION: Mayor Adams asked for a motion to approve the March 26, 2024, Consent Agenda.**

**First:** Councilperson Brownfield      **Second:** Councilperson Artim

**Motion carries: 4-0**

**NEW BUSINESS**

- 1. **Public Safety – Report by Mayor Scott Adams**
  - a. No Parking Ordinance – Overland Avenue between Clearview Avenue and Richford Street

Solicitor Sainovich- Will have ordinance report for April 2,2024 meeting.

b. Boys/Girls Club on Chestnut Street and ARPA Funding Request

Engineer Branthoover, City Manager Sample and Mayor Adams are discussing possibly purchasing the building. An email was sent email to the council to review and add input.

2. **Public Works – Report by Councilperson Elaine Washington**  
*(Nothing to report)*

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

Will be meeting with ACI on April 1, 2024 @ 10:30 to finish up the Pump Station project. We should also be receiving specifications for the new chlorinated pump.

Councilperson Adams mentioned he had a citizen request for youth football to use Polish Hill for practice.

**Mayor Adams** – Have them come to City Hall and present a letter and fill out a form for insurance purposes. AT that time they will be given an application.

4. **Community & Economic Development – Report by Councilperson Denise Brownfield**

a. Allegheny County Vacant Property Program – this program allows individuals/entities to acquire vacant and blighted properties. The City is required to complete an Assessment of the Property being requested, confirm the applicant has no outstanding Code Violations at their primary residence, and pass a Resolution that subsequent disposition of the property would be in accordance with the comprehensive plan of the Municipality.

i. Jamie Gatewood, 122 Overland (304-L-92)

ii. Mustard Seeds and Soil Properties, Viola Ave (305-M-308 and 305-M-309)

**City Manager Sample** - There are 3 requirements that the city needs to do – confirm the property is abandoned, confirm no code violations at the applicants residence, and the proposed use is in accordance with the city's comprehensive plan.

City manager Sample wants to post on property that it is up for consideration in the same way that it is done for variances.

b. Community Day Parade – plans are being finalized for the parade on August 3<sup>rd</sup>, 2024, starting at 10 AM on 4th and Grant and proceed upwards towards Polish Hill Park. Next meeting April 16,2024 @ 6:00pm Location: Fresh Word Ministry

5. **Accounts & Finances. – Report by Councilperson Artim**  
*(Nothing to report)*

6. *Treasurer Dept. – Report by Maureen Strahl (Absent)*
7. *Engineer – Report by Laura Branthoover (see attached report)*
8. *Solicitor – Report by Myron Sainovich*
9. *City Manager – Report by Douglas Sample*

Steel Rivers COG is sending a letter to President Biden asking that the maintain the Steel Plants, investment in the Steel Plants, and continue usage for the foreseeable future.

Mr. Sample also stated County Councilman Bob Macey has obtained additional funding for the demolition of 1014 Kennedy Ave.

a. Home Rule Charter

i. **Ordinance No. 2024-02** – the second/third reading and consideration will take place at the April 2, 2024, Council Meeting, which will authorize a Referendum Question of creating a Government Study Commission (GSC) of 7 Members to study the existing form of government and advisability of adoption of a Home Rule Charter.

ii. Next Steps

1. Those running for GSC must obtain signatures of registered voters of at least 2% of votes cast in last gubernatorial election (will need approximately 30-35 signatures to get on the ballot for the November 5<sup>th</sup> Election).
2. GSC will either recommend no change after 9 months of study or must produce report to DCED with proposed changes after 18 months.
3. Following review by DCED, the Home Rule Charter Adoption will be on the next regularly scheduled election to either accept or reject the charter as a whole. The earliest a Home Rule Charter could be on the ballot for the voters to decide would be General Election in November, 2026.

10. *Police Dept. – Report by Chief William Shaw*

- i. Reported that a new officer will be hired within 30 days.

11. *Fire Dept. – Report by Chief Frank Cobb (Absent)*

12. *Police Citizen Review Board – Report by Debra Chaffin*

## OLD BUSINESS

## COMMUNITY ANNOUNCEMENTS

1. **Upcoming Council Meeting** – Tuesday, April 2, 2024, at 6:30 PM.
2. **PRIDE** (People Residing in Duquesne Equally), co-sponsor, along with the city and the Duquesne PartnerSHIP, the annual community Easter Egg Hunt celebration will be held on Saturday, March 30, 2024 in Polish Hill Park from 10:00 AM to 2:00 PM.

## PUBLIC COMMENT

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1. **Jamie Gatewood, 107 Overland Ave** – asked for a copy of the letter regarding the parking situation. **Solicitor Sainovich**- stated please fill out the “Right to Know” request form and we will send you a copy of the letter.
2. **Connie Lucas** – wanted to let Council know that Giant Eagle's mobile food truck was a success and will be back every Sunday.
3. **Charlotte Rendorff** – 1015 Hero Ave – asked how to request a burnt down home to be demolished. Specifically, 1006 Sherman Ave and 217-218 Catherine St burnt down 4-5 years ago. **Mayor Adams**- That is one of the first properties listed on the grant. And he has now received the request for 217-218 Catherine St. Mayor Adams said it will be added to the list. Ms. Rendorff also asked that the youth football be made to clean up if they are allowed to use the field.

## ADJOURNMENT

Mayor Adams asked for **motion to adjourn the meeting at 7:08pm**

**First:** Councilperson Artim

**Second:** Councilperson Washington

**Motion carries: 5-0**

*R. Scott Adams*

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**R. Scott Adams, Mayor**

*D. Sample*

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**Douglas Sample, City Manager**