

MINUTES
CITY OF DUQUESNE
TUESDAY, AUGUST 14, 2018
6:30 P.M.
CITY COUNCIL MEETING

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

OPENING PRAYER

ROLL CALL – Council Members Present – Mayor Nickole Nesby, Fawn McDaniel, Timothy Caldwell, Elaine Washington, Terra Henderson-Murphy.

PUBLIC COMMENTS ON AGENDA ITEMS

APPROVAL OF PREVIOUS MINUTES – Motion carried in favor 3-0.

Presentation provided by CIM Investments – The City of Duquesne decided to consolidate pension plan managers because (1) CIM Investments outperformed the other two managers, (2) by having one manager, the City of Duquesne reduced management fees and trading costs and (3) the new manager was better able to diversify the City of Duquesne’s investment portfolio.

NEW BUSINESS

1. A motion was made to appoint Terra Henderson-Murphy as Council Member for the great City of Duquesne. Motion carried in favor 3-0.

Swearing In Ceremony by Judge Scott Shricker. Terra Henderson-Murphy took the Oath of Office to become a member of the great City of Duquesne City Council. Elaine Washington took the Oath of Office to become a member of the great City of Duquesne City Council.

2. A motion was made to hire Kevin Diamond and Ian Clinton-Layton to the great City of Duquesne Police Department. Motion carried in favor 5-0.
3. A motion was made to appoint Herman & Loll Certified Public Accounts, Inc. as the 2017 and 2018 auditors for the great City of Duquesne at a cost of \$14,000 per year. Motion carried in favor 5-0.

4. A motion was made to approve the resolution appointing RBC Capital Markets, LLC as Investment Banker, CIM Investment Management as Financial Advisors, and the Law Offices of Wayne D. Gerhold as bond counsel for the great City of Duquesne. Motion carried in favor 5-0.
5. A motion was made approving the resolution of the official intent to reimburse original expenditures with proceeds of bonds, notes, or interim financing issued for any capital project involving the repair of a water main break, infrastructure construction and rehabilitation, and any other capital improvement project. Motion carried in favor 5-0.
6. A motion was made to file ethics violations against John Gyure. Motion carried in favor 5-0.
7. A motion was made to file ethics violations against Lori Achtzehen. Motion carried in favor 5-0.
8. A motion was made to file ethics violations against Frank Piccolino. Motion carried in favor 5-0.
9. A motion was made to appoint Sidney Walker Zoning Officer for the great City of Duquesne. Motion carried in favor 5-0.
10. A motion was made to Consider a motion to approve the re-imbusement of \$4,000 to the great City of Duquesne from DEA funds for the purchase of a police vehicle. Motion carried in favor 5-0.
11. A motion was made to approve the Fraud, Waste, and Abuse policy that will allow the City of Duquesne to administer immediate discipline, suspension, or termination of any staff, employee, or vendor who communicates threats or harmful information through coded information or by means of fraud, waste, or abuse of government information or property. Motion carried in favor 5-0.
12. A motion was made to approve the partial street closing on Catherine Street, City of Duquesne on August 16, 2018. Motion carried in favor 5-0.
13. A motion was made to allow Relay for Autism to use City Hall property (the parking lot) to host their event on Saturday, August 18, 2018. Motion carried in favor 5-0.
14. A motion was made to approve \$1,000 for the mayor to attend the Mayors Innovation Project 2018 Annual Meeting August 22 -24, 2018 in Grand Rapids, MI. Motion carried in favor 5-0.

- 15. A motion was made to approve the 1st Reading of the Mayors Salary Ordinance. Motion carried in favor 5-0. No objections.
- 16. A motion was made to accept the 5 exonerations mentioned in the Treasurer's report dated July 31, 2018. Motion carried in favor 5-0.

REQUEST FOR REPORTS FROM MAYOR NICKOLE NESBY:

Accounts and Youth Services	Department of Environmental Resources	Department of Properties and Community Development	Department of Streets and Public Works	Police Department
City Manager	Engineering	Code Enforcement	Office of the Treasurer	Office of the Controller

APPROVAL OF PREVIOUS BILLS – A motion was mad to approve previous bills. Motion carried in favor 5-0.

PRESENTATION BY PGHNETWORKS

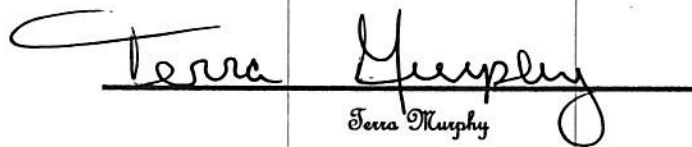
MOTION TO ADJOURN - Motion carried in favor 5-0.

***SEE REPORTS ATTACHED

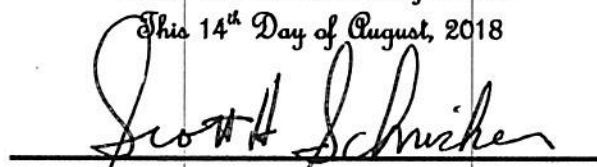
Commonwealth of Pennsylvania
County of Allegheny

City of Duquesne
Council
Oath of Office

I, Terra Murphy do solemnly swear or affirm that I will support,
obey and defend
the Constitution of the United States and
the Constitution of this Commonwealth and that I will discharge the
duties of my office with fidelity.


Terra Murphy

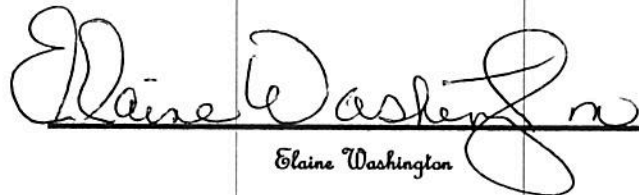
Sworn and Subscribed Before Me
This 14th Day of August, 2018


Scott H. Schriker
Magisterial District Judge


Commonwealth of Pennsylvania
County of Allegheny

City of Duquesne
Council
Oath of Office

I, Elaine Washington do solemnly swear or affirm that I will
support, obey and defend
the Constitution of the United States and
the Constitution of this Commonwealth and that I will discharge the
duties of my office with fidelity.


Elaine Washington

Sworn and Subscribed Before Me
This 14th Day of August, 2018


Scott H. Schriker
Magisterial District Judge

Fraud Waste and Abuse Policy

City of Duquesne

Adopted August 14, 2018

The City of Duquesne has the right to discipline, suspend, or terminate any contractor, vendor, or employee that uses government facilities, resources, or property to harm, intimidate, or communicate threatening information. The policy includes coded information sent through any vehicle of communication.

Examples of threat or harm are those that include, but are not limited to any communications that would suggest harm to the individual, their family, their property, and or any benefit he or she may receive now or in the future.

City of Duquesne
Building Code Report

July 2018

STREET DEPARTMENT REPORT

Replaced Street Signs
Picked up trash
Empied Barrels
Secured Properties
Assisted on water breaks
Used 4 tons of Cold Patch
Cut grass/weedwacker
Cut vacant lots
Picked up branches for residents
Placed 2 handicapped signs

City of Duquesne
Building Code Report

July 2018

OCCUPANCY PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>STATUS</u>	<u>FEE</u>
1	108 Aurilles - Apt#A	7/12/18	Fail	\$50.00
2	108 Aurilles - Apt#B	7/12/18	Fail	\$50.00
3	108 Aurilles - Apt#C	7/12/18	Fail	\$50.00
4	108 Aurilles - Apt#D	7/12/18	Pass	\$50.00
5	108 Aurilles - Apt#E	7/12/18	Fail	\$50.00
6	108 Aurilles - Apt#F	7/12/18	Fail	\$50.00
7	632 Hill	7/12/18	Pass	\$50.00
8	1120 Barbara	7/12/18	Pass	\$50.00
9	131 S. Fifth	7/12/18	Pass	\$50.00
10	619 Crawford	7/12/18	Pass	\$50.00
11	832 Monterey	7/12/18	Pass	\$50.00
12	125 S. Sixth - Apt#207	7/12/18	Pass	\$50.00
13	125 S. Sixth - Apt#218	7/12/18	Pass	\$50.00
14	125 S. Sixth - Apt#220	7/12/18	Pass	\$50.00
15	102 S. Sixth - 1st Fl	7/12/18	Fail	\$50.00
16	102 S. Sixth - 2nd Fl	7/12/18	Fail	\$50.00
17	503 S Fifth	7/19/18	Fail	\$50.00
18	918 Wool Street	7/19/18	Pass	\$50.00
19	726 Savey	7/19/18	Pass	*
20	725 Catharine	7/19/18	Pass	*
21	503 S Fifth	7/26/18	Pass	*
22	112 Library Place	7/26/18	Pass	\$50.00
23	715 Crawford	7/26/18	Pass	\$50.00
24	146 Overland	7/26/18	Fail	\$50.00
25	910 Wool Street	7/26/18	Pass	\$50.00

TOTAL

\$1,100.00

Second Inspection - Charged \$50 for each re-inspection after the 2nd inspection

City of Duquesne
Building Code Report

July 2018

BUILDING PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>RE:</u>	<u>FEE</u>
1	201 S. First Street	7/10/18	Demolition	\$115.00
2	205 S. First Street	7/10/18	Demolition	\$115.00
3	209 S. First Street	7/10/18	Demolition	\$115.00
4	914 Orchard	7/16/18	Vertical wall	\$35.00
5	132 Friendship	7/16/18	Demolition	\$115.00
6	Charter Central LLC	7/19/18	Demolition	\$119.50
7	Charter Central LLC	7/19/18	Construction	\$8,559.00

TOTAL

\$9,173.50

TOTALS

\$10,273.50

City of Duquesne
Building Code Report

July 2018

COMPLAINTS

Garbage calls	41
Abandoned home calls	6
Dead Animal calls	2
Pick-up debris requests	10
Water complaints	2
Overgrown Properties	57
Illegal Vehicles	2

REPORT TO DUQUESNE CITY COUNCIL

CITY MANAGER

August 14, 2018

6:30 PM

MAYOR AND COUNCIL

The City of Duquesne is pleased to report an increase in our pension performance numbers. As of July 31, 2018, the fund is up \$409,930.99. The City decided to consolidate pension plan managers to (1) they out performed our previous two managers, (2) by having one manager we reduce management fees and trading costs, and (3) diversification of the portfolio.

**OFFICE OF CITY TREASURER
CITY OF DUQUESNE**

12 South Second Street
Duquesne, PA 15110
(412) 466-8545
FAX (412) 346-0289

TREASURER'S REPORT

July 31, 2018

Taxes collected for July 2018 were \$ 12,320.78.

The following is a year-to-date breakdown of money collected by Keystone Municipal Services:

Delinquent Real Estate Taxes	\$ 101,653.90
LST (Local Service Tax)	38,058.65
Mercantile Tax	12,086.05
Earned Income Tax	6,351.11

The following is a year-to-date breakdown of money collected by Jordon Tax Services:

Current Earned Income Tax	\$ 352,425.31
Delinquent Earned Income Tax	10,987.82
Non Resident Earned Income Tax	77,973.63

The following is a year-to-date breakdown of money collected by MBM Collections.

Liened Taxes	\$ 12,667.28
Delinquent Real Estate Taxes	1,118.35

There were 6 new water accounts sent to Jordan Tax Service to check against their tax list.

Sincerely,



David J. Bires
City Treasurer

5- EXONERATIONS

TTL \$ 1336.43

**OFFICE OF CITY TREASURER
CITY OF DUQUESNE**

12 South Second Street
Duquesne, PA 15110
(412) 466-8545
FAX (412) 346-0289

July 31, 2018

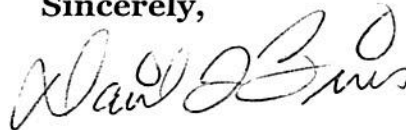
**Che A. Sayles
Business Manager
City of Duquesne
12 S. Second Street
Duquesne, PA 15110**

Dear Che,

The Allegheny County Board of Assessors has granted the following property owners an exoneration on their property.

Official notification was received July 2018. The City taxes have been paid and a refund is due.

Sincerely,



**David J. Bires
City Treasurer**

TTL
\$1336.43

Attachment

<u>NAME</u>	<u>YEAR</u>	<u>ASSESSMENT</u>	<u>EXONERATION</u>	<u>ADJUSTED ASSESSMENT</u>	<u>AMT. PAID</u>	<u>REFUND</u>
CROSSWAY 2 LLC 329 SHENADOAH DR PITTSBURGH, PA. 15235 305-H-165 103 SOUTH SIXTH STREET.	2018	\$115,600.00	\$ 71,900.00	\$ 43,700.00	\$ 1,549.48	\$ 951.24

<u>NAME</u>	<u>YEAR</u>	<u>ASSESSMENT</u>	<u>EXONERATION</u>	<u>ADJUSTED ASSESSMENT</u>	<u>AMT. PAID</u>	<u>REFUND</u>
WTF INVESTMENTS LLC 260 SHERRICK DRIVE IRWIN, PA. 15642 378-E-246 SOUTH SECOND STREET	2018	\$ 2,800.00	\$ 1,700.00	\$ 1,100.00	\$ 44.88	\$ 28.37
WTF INVESTMENTS LLC 260 SHERRICK DRIVE IRWIN, PA. 15642 378-E-244 120 SOUTH SECOND STREET	2018	\$ 14,000.00	\$ 8,500.00	\$ 5,500.00	\$ 236.67	\$ 140.88
WTF INVESTMENTS LLC 260 SHERRICK DRIVE IRWIN, PA. 15642 378-E-242 KENNEDY AVENUE	2018	\$ 12,400.00	\$ 7,600.00	\$ 4,800.00	\$ 211.09	\$ 128.48
WTF INVESTMENTS LLC 260 SHERRICK DRIVE IRWIN, PA. 15642 378-E-250 SOUTH SECOND	2018	\$ 9,100.00	\$ 5,500.00	\$ 3,600.00	\$ 146.85	\$ 87.46

Tax Collector's Monthly Report to Taxing Districts
 For the Month of July 2018
 Duquesne CityTax

	Real Estate	Interim/Other	Per Capita/Other	Other
A. Collections				
1. Balance Collectable - Beginning of Month	\$ 414,405.00			
2A. Additions: During the Month (*)				
3. Total Collectable	\$ 414,405.00	\$ -	\$ -	\$ -
4. Less: Face Collections for the Month	\$ 11,734.05			
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	\$ 402,670.95	\$ -	\$ -	\$ -
B. Reconciliation of Cash Collected				
9. Face Amount of Collections - (must agree with line 4)	\$ 11,734.05			
10. Plus: Penalties	\$ 586.73			
11. Less: Discounts				
12. Total Cash Collected per Column	\$ 12,320.78	\$ -	\$ -	\$ -
13. Total Cash Collected - (12A + 12B + 12C + 12D)				\$ 12,320.78

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

MINUTES
CITY OF DUQUESNE
TUESDAY, AUGUST 28, 2018
6:30 P.M.
CITY COUNCIL MEETING

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

OPENING PRAYER

ROLL CALL – Council Members Present – Mayor Nickole Nesby, Council Member Fawn McDaniel, Council Member Elaine Washington, Council Member Henderson-Murphy.

PUBLIC COMMENTS ON AGENDA ITEMS

APPROVAL OF PREVIOUS MINUTES – A motion was made to approve the previous minutes. Motion carried in favor 4-0.

NEW BUSINESS

Note: Members of the Duquesne City Council met in Executive Session on August 27, 2018 to discuss personnel matters at approximately 6:30PM. In attendance were Nickole Nesby, Mayor; Fawn McDaniel, Council Member; Elaine Washington, Council Member; Terra Henderson-Murphy, Council Member.

1. A motion was made for second and third reading of Mayor Salary Ordinance with corrected date of 2022. Motion carried in favor. 3-0. Mayor Nesby abstained from the vote.
2. A motion was made to hire Nathan Calabro to the great City of Duquesne Police Department. Motion carried in favor 4-0.
3. A motion was made to apply to a grant to adopt a storm water management ordinance that complies with the Allegheny County Storm Water Management Plan (County SWMP), as approved by the PA DEP on May 31, 2018. Motion carried in favor 4-0.
4. A motion was made to approve \$50 payment for the placement of an ad for the 2018 Spirit of Excellence Awards on October 11, 2018, where Mayor Nesby will be a guest speaker. Motion carried in favor 4-0.

REQUEST FOR REPORTS FROM MAYOR NICKOLE NESBY:

Accounts and Youth Services	Department of Environmental Resources	Department of Properties and Community Development	Department of Streets and Public Works	Police Department
City Manager	Engineering	Code Enforcement	Office of the Treasurer	Office of the Controller

APPROVAL OF PREVIOUS BILLS – A motion was made to approve the previous bills. Motion carried 4-0.

MOTION TO ADJOURN – A motion was made to adjourn. Motion carried 4-0.

***See Reports Attached

Mayor's Report

- Mayor Innovation Project
 - Corporate Sponsorship, Private, and Government Funding
 - Information on policy innovations, best practices, case studies, model legislation, background research, communication skills, and access to technical assistance
 - Policy ideas center around housing, energy, transportation, economic development
 - Share successes and lessons learned and get exposure to cutting edge ideas
 - Provide technical assistance to assist on implementing policies
 - Current Projects
 - Using Behavioral Science to Support City Goals
 - Improving Water Management- Integrated Water Management has the power to transform how local governments manage water systems to positively influent a wide range of issues in cites beyond water.
 - Health in All Policies
 - Transporation Demand Management
 - Town/Gown Relationship
 - Climate Leadership
 - Transit
 - Alleviating poverty and building wealth
 - Immigrant friendly cities
 - Water Affordability
- Pennsylvania Department of Environmental Protection (DEP)
 - Noncompliance of Act 101 Leaf Waste Collection Requirements
 - Waiting for response from Waste Management- Tomorrow @11AM
 - Twice per year- Spring & Fall
 - Part of existing contact with WM
 - Grant- \$350K
 - Refer to budget & finance committee for research
 - Contract up with WM at end of year 12/18

City of Duquesne
Building Code Report

August - 2018

OCCUPANCY PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>STATUS</u>	<u>FEE</u>
1	1000 Crawford Avenue	8/8/18	Fail	\$50.00
2	29 Earl Street	8/8/18	Fail	\$50.00
3	1117 Kennedy Avenue	8/8/18	Pass	\$50.00
4	108 Aurilles Apt# B	8/8/18	Pass	\$50.00
5	137 Aurilles	8/16/18	Fail	\$50.00
6	117 Erwin	8/16/18	Pass	\$50.00
7	314 S Fourth	8/16/18	Fail	\$50.00
8	405 Commonwealth	8/16/18	Pass	\$50.00
9	117 Dell	8/16/18	Fail	\$50.00
10	703 Crawford	8/23/18	Pass	\$50.00
11	1009 Wool	8/23/18	Pass	\$50.00
12	507 S Fifth	8/23/18	Pass	\$50.00
13	815 Wool	8/23/18	Pass	\$50.00
14	923 Maryland	8/23/18	Pass	\$50.00
	TOTAL			\$700.00

Second Inspection - Charged \$50 for each re-inspection after the 2nd inspection

City of Duquesne
Building Code Report

August - 2018

BUILDING PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>RE:</u>	<u>FEE</u>
1	1100 Wool	8/2/18	Fence	\$35.00
2	2 S Linden	8/16/18	Interior Reno	\$412.50
3	1008 Crawford	8/20/18	Roof, demo garage	\$145.00
4	136 Aurilles	8/24/18	Roof	\$55.00
	TOTAL			\$647.50

TOTALS

\$1,347.50

City of Duquesne
Building Code Report

August - 2018

COMPLAINTS

Garbage calls	22
Abandoned home calls	5
Dead Animal calls	2
Pick-up debris requests	10
Water complaints	2
Overgrown Properties	37
Illegal Vehicles	2
Abandoned Swimming pool	2

City of Duquesne
Building Code Report

August - 2018

STREET DEPARTMENT REPORT

Picked up trash
Empied Barrels
Secured Properties
Assisted on water breaks
Used 4 tons of Cold Patch
Cut grass/weedwacker
Cut vacant lots
Picked up branches for residents
Placed 1 handicapped signs