

MINUTES  
CITY OF DUQUESNE  
TUESDAY, November 13, 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 Terra 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

1. A motion was made to create an ordinance to eliminate the position of elected Controller for the great City of Duquesne. Motion carried in favor 4-0.
2. A motion was made to approve Seasonal Work from Friday, November 16, 2018 to January 25, 2018 for the great City of Duquesne. Motion carried in favor 4-0.
3. A motion was made to support the activity requests for the Tis' the Season event on Sunday, November 25, 2018. 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	Fire Department

PRESENTATION BY ENVIRO 21

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

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

See Reports Attached\*\*\*



City of Duquesne  
Report for November 13, 2018  
Water/Environmental Resources  
Councilwoman Elaine Washington

We are having issues with "Temp Water" (which is water turned on temporarily for landlords to clean/repair their property). The property using Temp Water DO NOT HAVE ACCOUNT NUMBERS. The most current issue is Temp Water started in February, current tenant never had water put in her name but continue to use water. Meter never read (no acct #), tenant use water without paying for 9 months. November 5<sup>th</sup> landlord request water termination, this is when we discovered the water was still in previous tenant name.

Solution: After discussion with Code Enforcer Officer, Sidney Walker, we have decided all "Temp Water" will be in landlord name and it's the responsibility of the landlord to have tenant place water into their name. (Previous city water clerk assigned Temp Water under previous tenant name).

The water department clerk had an incident when a tenant began videotaping her while questioning her again about payments for which the tenant had no receipts. The clerk explained it was illegal for her to do this and as she continued the clerk walked back to the police station. There the chief and another officer spoke to her. I'm requesting again that the water clerk have security bars at her window like the treasury clerks across the hall.

Waste management contract expires December 2018, need renewed or an extension.

**City of Duquesne**  
**Building Code Report**

**November - 2018**

**STREET DEPARTMENT REPORT**

Picked up trash

Empied Barrels

Secured Properties

Assisted on water breaks

Used 4 tons of Cold Patch

Picked up branches for residents

Vacumn leaves

# City of Duquesne Building Code Report

November - 2018

## OCCUPANCY PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>STATUS</u>	<u>FEE</u>
1	804 Crawford	11/1/18	Pass	\$50.00
2	510 Ferndale	11/1/18	Fail	\$50.00
3	216 Commonwealth	11/1/18	No show	\$50.00
4	918 Chestnut	11/1/18	No show	\$50.00
5	820 Crawford #3	11/1/18	Locked out	\$50.00
6	32 Oakmont #101	11/1/18	Pass	\$50.00
7	30 Oakmont #21	11/1/18	Pass	\$50.00
8	517 Fifth	11/1/18	Pass	\$50.00
9	513 Fifth	11/1/18	Pass	\$50.00
10	1212 Crawford	11/5/18	Pass~	\$100.00
11	1015 Duquesne Blvd	11/5/18	Pass~	\$100.00
12	1212 Crawford	11/8/18	Fail	\$50.00
13	103 Wilmot #4	11/8/18	Pass	\$50.00
14	33 Auriles	11/8/18	Pass	\$50.00
15	1109 Karl	11/8/18	Fail	\$50.00
16	614 Mehaffey	11/8/18	No show	\$50.00
17	25 N. Third #1	11/8/18	Pass	\$50.00
18	25 N.Third #2	11/8/18	Pass	\$50.00
19	632 Hill Street	11/8/18	Pass	\$50.00
20	125 S Sixth #200	11/8/18	Pass	\$50.00
21	125 S Sixth #306	11/8/18	Pass	\$50.00
22	125 S Sixth #106	11/8/18	Pass	\$50.00

**TOTAL**

**\$1,200.00**

\*Second Inspection - Charged \$50 for each re-inspection after the 2nd inspection\*  
~With restrictions

City of Duquesne  
Building Code Report

November - 2018

BUILDING PERMITS

	<u>PROPERTY</u>	<u>DATE</u>	<u>RE:</u>	<u>FEE</u>
1	1013 Kennedy	11/9/18	Roof	\$159.50
	<b>TOTAL</b>			<b>\$159.50</b>
	<b>TOTALS</b>			<b>\$1,359.50</b>

City of Duquesne  
Building Code Report

November - 2018

COMPLAINTS

Garbage calls	14
Abandoned home calls	3
Dead Animal calls	2
Pick-up debris requests	2
Overgrown Properties	11





# city of Duquesne Police Department

Thomas Dunlevy

Chief of Police

## October 2018 Police Activity Report

TOTAL CALLS FOR SERVICE 597

Total Arrests: 71

213 Traffic Stops

92 Traffic Citations

### Types of Calls for Service

Abandoned Vehicles 13	Non Reportable Crash 5
Reportable Crash 5	Alarms 15 (false 8)
Animal Complaints 9	Assaults 5
Assist other Agency 30	Burglary 4
Check Welfare 16	Ordinance Violation 2
Criminal Mischief 5	Disabled Vehicle 10
Disturbance 9	Domestics 30
EMS Assists 28	Fights 7
Fire Assists 6	Fraud 2
Harassment 5	Hit and Run 2
Homicide 0	PFA Violations 2
Juvenile Complaints 14	Landlord/Tenant Dispute 2
Loud Music 2	Miscellaneous 11
Missing Person 4	Robbery 1
Shots Fired 5	Stolen Vehicle 2
Recovered Stolen Vehicle 1	Suspicious Activities 9
Suspicious Persons 5	Terroristic Threats 0
Theft Attempt 2	Thefts 11
Parking Complaint 2	Trespass Complaints 1
Warrant/PFA Served 25	Weapons Complaint 3

# OFFICE OF CITY TREASURER CITY OF DUQUESNE

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

## TREASURER'S REPORT

October 31, 2018

Taxes collected for October 2018 were \$ 6,802.66.

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)	52,182.86
Mercantile Tax	17,508.70
Earned Income Tax	7,953.19

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

Current Earned Income Tax	\$ 511,802.02
Delinquent Earned Income Tax	12,172.92
Non Resident Earned Income Tax	113,378.00

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

Liened Taxes	\$ 85,599.41
Delinquent Real Estate Taxes	5,287.53

The following is a year to date breakdown of money collect by Turnkey.

Mercantile Tax	\$ 9,009.34
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There were 16 new water accounts sent to Jordan Tax Service to check against their tax list.

Sincerely,



David J. Bires  
City Treasurer

**Tax Collector's Monthly Report to Taxing Districts**  
**For the Month of October, 2018**  
**Duquesne City Tax**

	Real Estate	Interim/Other	Per Capita/Other	Other
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	\$ 392,173.40			
2A. Additions: During the Month ( * )				
3. Total Collectable	\$ 392,173.40	\$ -	\$ -	\$ -
4. Less: Face Collections for the Month	\$ 6,478.70			
5. Less: Deletions from the List ( * )				
6. Less: Exonerations ( * )				
7. Less: Liens/Non-Lienable Installments ( * )				
8. Balance Collectable - End of Month	\$ 385,694.70	\$ -	\$ -	\$ -
<b>B. Reconciliation of Cash Collected</b>				
9. Face Amount of Collections - (must agree with line 4)	\$ 6,478.70			
10. Plus: Penalties	\$ 323.96			
11. Less: Discounts				
12. Total Cash Collected per Column	\$ 6,802.66	\$ -	\$ -	\$ -
13. Total Cash Collected - (12A + 12B + 12C + 12D)				\$ 6,802.66

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





City of Duquesne  
Monthly Project Status Report

November 9, 2018

1. CITF Grant Waterlines

Specifications are completed and ready to go as soon as the County gives approval to do so.

2. CD 44 Projects

Street Reconstruction:

N 2<sup>nd</sup> (Rt 837 to Hamilton)

S Fifth (Crawford to Cochran)

Fire Hydrants:

W. Grant & S. 5<sup>th</sup>

Friendship & Kennedy

Bidding cannot be done until the County provides Grant Agreements. In the meantime, bid specifications have been **completed**.

3. DEP Small Community Water System Grant

The CFA has awarded the City \$100,000 for this project which will cover the waterline replacement on Edith Street, but not the mixer in the Reservoir. Advertisement for bids will proceed once the state sends grant agreements.

I trust this brings you up to date on our progress. Should you have any questions regarding these matters, please contact my office.

Cordially,

David Gilliland, PE  
City Engineer



# ENVIRO 21

# Introducing Bidding to the 21<sup>st</sup> Century

## ABOUT ENVIRO 21

Enviro 21, LLC operates an online marketplace for municipal and industrial concerns with a focus on paving, waste, recycling, and demolition. Enviro 21 conducts its online activities through a fair, transparent, and open bidding process. Waste generators receive the best available price and waste vendors have open and fair access to business that they might otherwise not obtain.

## SERVICES

Paving  
Waste Contracts  
Construction  
Demolition  
MS4

*Any municipal  
service that  
requires  
bid!*

## MANAGEMENT

Chip Purcell - CEO  
John Hammer - CFO  
Robert Regola - Government Affairs  
Joe Murphy - Legal Counsel

## WHY WE DO IT

Enviro 21 has proven that when service providers compete in a reverse auction, our clients receive the best available price without compromising the services they receive.

## COMPANY FEATURES



### Maximum Savings

We find our clients the best available pricing by letting generators set the maximum cost they are willing to pay.



### Transparency

Don't deal with blind bids any longer. Our system is entirely transparent and easy-to-use, allowing generators to moderate every detail of their auction.



### Strategic Partners

Management Science Associates works with all of our auctions to guarantee technical operations run smoothly.



### Vetted Vendors

All of our service vendors are thoroughly examined to ensure quality and reliability.

## CONTACT US

100 Sandune Dr Suite 200  
Pittsburgh, PA 15239  
EMAIL: [info@enviro21.com](mailto:info@enviro21.com)  
PHONE: (888) 524-0204



Duquesne Celebrates



# Tis' the Season

Sunday, November 25, 2018

6:30 P.M.

Duquesne City Park - Grant Avenue

Caroling  
Live Nativity  
Visit from Santa  
Hot Chocolate, cookies  
Friends & neighbors sharing  
time together



*Oh Holy Night*

MINUTES  
CITY OF DUQUESNE  
TUESDAY, November 27, 2018  
6:30 P.M.  
CITY COUNCIL MEETING

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

OPENING PRAYER

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

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

1. A motion was made to approve the first reading of the 2019 Budget for the great City of Duquesne. Motion carried in favor 4-0.
2. Consider a motion to approve the Sexual Harassment Policy adopted on November 14, 2018 for the great City of Duquesne. Motion carried in favor 4-0.
3. A motion was made to authorize the City of Duquesne to secure its 2019 Tax Anticipation Note of approximately \$450,000.00 with authority of Mayor Nesby and Manager Sayles to sign all appropriate documents. Motion carried in favor 4-0.
4. Consider a motion to approve any hiring within the clerical unit, management, or seasonal work between now and our next scheduled council meeting Tuesday, January 8, 2019. (Motion Withdrawn)
5. Consider a motion to resend the authority of the Redevelopment Authority of the City of Duquesne. (Motion Withdrawn)
6. A motion was made to authorize payment of \$471,533.13 bond for 2018 for the great City of Duquesne. Motion carried in favor 4-0.



7. A motion was made to authorize Urtax Solutions to prepare combined tax and end of the year financial statements for the great City of Duquesne. Motion carried in favor 4-0.
8. A motion was made to appoint Demeco Poindexter Interim Director of the Department of Streets and Public Works. Motion carried in favor 4-0.

Members discussed having a Budget Workshop during the month of December. If so, the Budget Meeting will be advertised in advance.

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	Fire Department

\*\*\*Members of the Duquesne City Council met in Executive Session to discuss personnel matters.

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

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

\*\*\*See Reports Attached

**City of Duquesne**  
**Building Code Report**

November - 2018

**OCCUPANCY PERMITS**

	<b><u>PROPERTY</u></b>	<b><u>DATE</u></b>	<b><u>STATUS</u></b>	<b><u>FEE</u></b>
1	804 Crawford	11/1/18	Pass	\$50.00
2	510 Ferndale	11/1/18	Fail	\$50.00
3	216 Commonwealth	11/1/18	No show	\$50.00
4	918 Chestnut	11/1/18	No show	\$50.00
5	820 Crawford #3	11/1/18	Locked out	\$50.00
6	32 Oakmont #101	11/1/18	Pass	\$50.00
7	30 Oakmont #21	11/1/18	Pass	\$50.00
8	517 Fifth	11/1/18	Pass	\$50.00
9	513 Fifth	11/1/18	Pass	\$50.00
10	1212 Crawford	11/5/18	Pass~	\$100.00
11	1015 Duquesne Blvd	11/5/18	Pass~	\$100.00
12	1212 Crawford	11/8/18	Fail	\$50.00
13	103 Wilmot #4	11/8/18	Pass	\$50.00
14	33 Auriles	11/8/18	Pass	\$50.00
15	1109 Karl	11/8/18	Fail	\$50.00
16	614 Mehaffey	11/8/18	No show	\$50.00
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19	632 Hill Street	11/8/18	Pass	\$50.00
20	125 S Sixth #200	11/8/18	Pass	\$50.00
21	125 S Sixth #306	11/8/18	Pass	\$50.00
22	125 S Sixth #106	11/8/18	Pass	\$50.00
23	112 Herman	11/15/18	Fail	\$50.00
24	110 Herman	11/15/18	Fail	\$50.00
25	108 Herman	11/15/18	Pass	\$50.00
26	107 Herman	11/15/18	Fail	\$50.00
27	105 Herman	11/15/18	Fail	\$50.00
28	1100 Duq Blvd#1	11/15/18	Fail	\$50.00
29	1100 Duq Blvd#2	11/15/18	Fail	\$50.00
30	1100 Duq Blvd#3	11/15/18	Fail	\$50.00
31	1100 Duq Blvd#4	11/15/18	Fail	\$50.00
32	717 Catharine St	11/15/18	Pass	\$50.00
33	105 Auriles	11/15/18	Pass	\$50.00
34	1109 Karl	11/15/18	Pass	*
35	614 Mehaffey	11/15/18	Fail	*

**TOTAL**

**\$1,750.00**

\*Second Inspection - Charged \$50 for each re-inspection after the 2nd inspection\*  
~With restrictions

**City of Duquesne**  
**Building Code Report**

November - 2018

**BUILDING PERMITS**

	<b><u>PROPERTY</u></b>	<b><u>DATE</u></b>	<b><u>RE:</u></b>	<b><u>FEE</u></b>
1	1013 Kennedy	11/9/18	Roof	\$159.50
2	10 N. Linden St	11/13/18	Door Install	\$607.50
3	301 Hoffman Blvd	11/13/18	Sign	\$534.50
	<b>TOTAL</b>			<b>\$1,301.50</b>

**TOTALS**

**\$3,051.50**

**City of Duquesne**  
**Building Code Report**

November - 2018

**COMPLAINTS**

Garbage calls	20
Abandoned home calls	4
Dead Animal calls	2
Pick-up debris requests	4
Overgrown Properties	12

# OFFICE OF CITY TREASURER CITY OF DUQUESNE

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

## TREASURER'S REPORT

November 30, 2018

Taxes collected for November 2018 were \$ 6,356.63.

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)	65,982.49
Mercantile Tax	23,817.17
Earned Income Tax	8,662.54

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

Current Earned Income Tax	\$ 602,038.10
Delinquent Earned Income Tax	12,489.32
Non Resident Earned Income Tax	140,358.15

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

Liened Taxes	\$ 106,403.59
Delinquent Real Estate Taxes	5,612.63

The following is a year to date breakdown of money collect by Turnkey.

Mercantile Tax	\$ 9,009.34
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There were 17 new water accounts sent to Jordan Tax Service to check against their tax list.

Sincerely,



David J. Bires  
City Treasurer

**Tax Collector's Monthly Report to Taxing Districts**  
 For the Month of November, 2018  
 Duquesne City Tax

	Real Estate	Interim/Other	Per Capita/Other	Other
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	\$ 385,694.70			
2A. Additions: During the Month (*)				
3. Total Collectable	\$ 385,694.70	\$ -	\$ -	\$ -
4. Less: Face Collections for the Month	\$ 6,053.90			
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	\$ 379,640.80	\$ -	\$ -	\$ -
<b>B. Reconciliation of Cash Collected</b>				
9. Face Amount of Collections - (must agree with line 4)	\$ 6,053.90			
10. Plus: Penalties	\$ 302.73			
11. Less: Discounts				
12. Total Cash Collected per Column	\$ 6,356.63	\$ -	\$ -	\$ -
13. Total Cash Collected - (12A + 12B + 12C + 12D)				\$ 6,356.63

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

