

**City of Duquesne
Workshop Minutes
Tuesday, April 30, 2024
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 Elaine Washington, Councilperson Derek Artim, Councilperson Denise Brownfield, and Mayor R. Scott Adams

Others present: City Manager Douglas Sample, Engineer Laura Branthoover, Public Works Director Steve Arbasak

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.

Connie Lucas: 127 Crawford Ave

- **Question about Home Rule Charter:** Where do they go for the petition and where and when will they be available.

City Manager Sample: Deadline will be August 1, 2024. Still figuring out how to obtain the forms. There will be a follow up with DCED. He instructed that anyone interested please call his office at 412-466-4746.

CONSENT AGENDA

- a. Approval of Minutes – April 2nd, 2024 Council Meeting
- b. Bill List – none

Mayor Adams asked for a motion to approve the April 30, 2024 Consent Minutes.

First: Councilperson Washington Second: Councilperson Brownfield

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 and Grant Avenue by School

Mayor Adams request to have new the new ordinance in place for May 07/2024.

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

Steve Arbasak- 837 Clean-up scheduled May 9, 2024 along with the help of Penn-Dot. Also going to wreck the memorial plaque next week.

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

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

- a. Project Administration Agreement w/ Steel Rivers Council of Government (SRCOG) – pursuant to the administrative requirements for the administration of a formal agreement is needed by the SRCOG act as an agent and administer said projects on behalf of Duquesne. This is a standard agreement that SRCOG has with its other member municipalities. This will be voted on at the May 7th Council meeting.

Mayor Adams – Vote May 7, 2024 on renewing or updating the agreement with Steel Rivers COG.

- b. Pittsburgh Regional Transit (PRT) – PRT will be applying to the Federal Transit Administration’s current round of funding for Safe Streets and Roads for All. PRT’s application seeks funding to implement the Homestead to McKeesport Corridor plan and request supplemental planning funds to solidify the link between this plan and PRT’s ongoing University Line BRT project. The plan emphasizes pedestrian infrastructure improvements at intersections with high turn movements and pedestrian crossings to create safer conditions, focusing on reducing injuries and deaths for people who are walking or rolling. PRT is asking for a Letter of Support. This will be voted on at the May 7th Council meeting.

Councilperson Brownfield: This grant is for 2 bus stops on 2nd Ave, Duquesne, Pa. 15110

- c. Duquesne Children’s Business Fair – request use of Polish Hill Park on Saturday, July 27th from 11 AM to 4 PM for the 3rd annual Duquesne Children's Business Fair. The event is being hosted by the Duquesne by Acton Children's Business Fair and How to HR. This will be voted on at the May 7th Council meeting.
- d. Daevion's Place of Resilience – request to use Grant Street Park to host a Gun Violence Prevention Day on June 15, 2024 from 1-4 pm. This event is a call to action for parents, guardians, men, women, children, churches, and organizations to join together for a day of fun and healing. The primary goal is to provide resources to families that will aid in ending community violence. This will be voted on at the May 7th Council meeting.

Mayor Adams- Requesting that Councilperson Brownfield reach out to see what will be required from the City.

- e. Community Day Parade – plans are being finalized for the parade on August 3rd, 2024 starting at 10 AM on 4th and Grant and proceed upwards towards Polish Hill Park.

Councilperson Brownfield- Next Community Day Parade meeting will be held at Fresh Word Ministries 119 S. 6th St. Duquesne, Pa. 15110 on May 21, 2024 at 6:30

- f. Donation Request – green space improvements to vacant area on Priscilla Avenue between Fifth and Fourth Street

Mayor Adams- Requesting to reach out to Simone McNeil at the Allegheny Housing Authority prior to sending letters out to see if there is anything that would be donated to the City. And Mayor Adams will reach out and discuss with Mr. Vogel with hopes for a meeting. He will have more information for May 7, 2024.

Survey: Councilperson Brownfield will be handing out the survey to 7th and 8th grade children, 10 to each church. They will review what the community wants then provide a business plan. Then will follow up with Simone McNeil.

5. Accounts & Finances. – Report by Councilperson Artim

- Nothing to report

6. Treasurer Dept. – Report by Maureen Strahl

Tax Collection Report:

\$2,087,382.40 – Total taxes out in March

\$1, 108,644.99 – Collected as of April 30th

Percentage paid to date totals 53.11%.

2023 percentage in total were 78- 80%

Bank balance- Attached

7. Engineer – Report by Laura Branthoover

PA Small Water and Sewer Grant- They are working on the design and should be ready in a couple of weeks and should be ready to advertise by the end of May 2024.

LSA Grant-Paving of Grant Street. Trying to reach out but unsuccessful but will continue pushing to get in contact.

GEDTF Application- Ready to go to bid when COG is ready with contracts.

CD 48, 49, 50 and 2022 Act 152- Waiting to see if we will be awarded any funding or contracts from the COG.

GTRP- Due May 31, 2024. And working on design on the Duquesne Memorial Park.

8. Solicitor – Report by Myron Sainovich

- Not Present

9. City Manager – Report by Douglas Sample

a. Congress of Neighboring Communities (CONNECT)

b. Home Rule Charter

i. 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 5th 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.

DCED- The City of Duquesne is now in the “Education Phase.”

The DCED is now preparing Power Points to present to the churches.

Potential candidates for Government Study Commission must obtain the Nomination Packet from the Department of Administrative Services – Division of Elections towards the end of July. The first day to circulate and file the nomination paper is Tuesday, August 6, 2024 and the last day to circulate and file is Tuesday, August 27, 2024 at 5 PM. Candidates must obtain at least 29 signatures to get onto the ballot. Instructions and copy of the petition are available to review at www.duquesnepa.us.

10. Police Dept. – Report by Chief William Shaw

- Not present, see attached report

11. Fire Dept. – Report by Chief Frank Cobb

- Not present, see attached report

12. Police Citizen Review Board – Report by Debra Chaffin

- Not present, see attached report

OLD BUSINESS

COMMUNITY ANNOUNCEMENTS

1. **Upcoming Council Meeting – Tuesday, May 7, 2024 at 6:30 PM.**

PUBLIC COMMENT

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Jamie Gatewood – 107 Overland Ave

- Asked if there are any updates on the parking ordinance?

Mayor Adams informed her that there is the updated Ordinance that they will be reviewing. First reading will be May 7, 2024.

Dara Johnston – 507 Verona North Braddock, Pa. 15144

- Feels her civil rights have been violated. She was pulled over by a police officer on March 4, 2024 approximately around 9:40 - 10:00.
- **Mayor Adams** said that they had a prior recent conversation and that he reached out to Chief Shaw. He said that Chief Shaw reviewed what was needed and called her today, May 2, 2024, but there is no answer. He instructed Dara Johnston to go to his office after the Council Meeting and they will reach out to Chief Shaw together so that they can together set up a time to meet where the three (Chief Shaw, Mayor Adams and Dara Johnston) can discuss.

ADJOURNMENT

Mayor Adams asked for motion to adjourn the meeting at 7:05 pm

First: Councilperson Artim

Second: Councilperson Washington

Motion carried: 4-0

R. Scott Adams, Mayor

Douglas Sample, City Manager