

**City of Duquesne
Workshop Minutes
Tuesday, May 28, 2024
6:30 pm**

Meeting being held in person and remotely using ZOOM:

<https://us02web.zoom.us/j/5251078707?pwd=Z01uVXlMMlZaYm5BazJnYmR4MwslQT09#success>

Mayor Adams: Call to Order at 6:30pm
(PLEASE MUTE YOUR PHONES)
MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE ROLL
CALL FOR ALL THOSE WHO SERVED FOR THE CITY OF
DUQUESNE AND ALL THOSE WHOM PAID THE ULTIMATE
SACRIFICE FOR THE CITY OF DUQUESNE.

Present: Councilperson Aaron Adams, Councilperson Derek Artim, Councilperson Denise Brownfield, Mayor Scott Adams

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

Excused: Councilperson Elaine Washington

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.

Eric Madsen (617 Ridgford Street): Addressed parking issues in his area, visibility problems due to a stop sign obscured by a branch, and missing street signs.

Unnamed Resident (603 Richard Street): Echoed concerns about parking on the sidewalk, vehicles not inspected, and safety hazards from improperly parked trailers.

Jamie Gatewood (107 Overland Avenue): Defended her business practices and addressed accusations from neighbors about noise and safety hazards from generators and propane tanks.

CONSENT AGENDA

- a. Approval of Minutes – April 30th and May 7th, 2024 Council Meetings
- b. Bill List – May 28, 2024

Mayer Adams request a motion to approve the May 28, 2024 Consent Agenda

First: Councilperson Derek Artim **Second:** Councilperson Aaron Adams

Motion carries: 4-0

NEW BUSINESS

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

- a. No Parking Ordinance – Commercial and Recreational Vehicles and No Parking On Grant Avenue between 3rd and 4th Street during school drop off and pick up times.
 - Second and third meeting will be at the end of next week

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

- No report from Councilperson Washington (excused)

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

- A report on May activities will be provided at the next meeting.
- Discussion on DEP guidelines for water disruptions.

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

- a. Greenways, Trails and Recreation Program (GTRP)-requesting \$238,000 from the Commonwealth of improvements to Duquesne Memorial Park (Polish Hill) for the installation of splash pad and shelters. The total estimated cost of the project is \$280,000 with the city contributing its required match of \$42,000.

Councilperson Brownfield requested a motion to move to adopt Resolution 2024-03 requesting a grant of \$238,000 from Greenway, Trails, and Recreation Program for Duquesne Memorial Park (Polish Hill).

First: Councilperson Adams **Second:** Councilperson Derek Adams

Motion carries: 4-0

- b. Youth Recreational Survey
- c. Landlord and Tenant Registration Letter
- d. Code Enforcement Issues – please report to City Hall at 412-466-4746 ext. 2113 or city_manager@duquesnepa.us
 - Working on a website module for residents to submit

complaints

5. *Accounts & Finances. – Report by Councilperson Artim*

- Finances are in good order.

6. *Treasurer Dept. – Report by Maureen Strahl*

- No report (Treasurer not present).

7. *Engineer – Report by Laura Branthoover*

- Update on small water and sewer grant project.
- Discussion on paving and potential reallocation of funds

8. *Solicitor – Report by Myron Sainovich*

- Provided memorandum on dispersion of information related to criminal cases.
- Condolences extended for the passing of Mr. Maslick.

9. *City Manager – Report by Douglas Sample*

a. Home Rule Charter

1. 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
2. The GSC will either recommend no change to our current form of government 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 3, 2026.

- City Manager Sample Clarified homeowner responsibilities for tree maintenance.

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

- Chief not present; reports to be provided next week.

5. Fire Dept. – Report by Chief Frank Cobb

- Chief not present; reports to be provided next week.

6. Police Citizen Review Board – Report by Debra Chaffin

OLD BUSINESS

COMMUNITY ANNOUNCEMENTS

1. **Upcoming Council Meeting** – Tuesday, June 4, 2024 at 6:30 PM. The July 23rd and August 6th, 2024 meetings are cancelled for summer recess.
2. **Gun Violence Prevention Day**– on June 15, 2024 from 1-4 pm at Grant Memorial Park (next to City Hall) Daevion's Place of Resilience will be hosting an 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.
3. **Duquesne Children’s Business Fair** – Acton Children's Business Fair and How to HR will be holding its 3rd annual Duquesne Children's Business Fair at Polish Hill Park on Saturday, July 27th from 11 AM to 4 PM.
4. **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.

PUBLIC COMMENT

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Various Residents: Addressed ongoing issues with parking, noise, and the impact on residential areas.

Jamie Gatewood: Expressed concerns about her business and neighborhood issues, seeking clarity on the city's regulations

ADJOURNMENT

Mayor Adams asked for motion to adjourn the meeting at 7:11pm

First: Councilperson Artim

Second: Councilperson Brownfield

Motion carried 4-0

R. Scott Adams, Mayor

Douglas Sample, City Manager