

City of Duquesne
City Council Minutes
Tuesday, November 14, 2023
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 6:30 PM.

Mayor Adams called for a Moment of Silence followed by the Pledge of Allegiance.

Manager Sample called the roll.

Present: Councilperson Washington. Councilperson Adams, and Mayor Adams

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

Absent: Councilperson Caldwell, Councilperson Artim,

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.

No comments made

CONSENT AGENDA

- a. Approval of Minutes – October 3, 2023 and October 24, 2023
- b. Bill List – November 14, 2023

Mayor Adams asked for a **motion to approve the November 14, 2023 Consent Agenda.**

First: Councilperson Washington **Second:** Councilperson Adams

Motion carried 3-0

NEW BUSINESS

1. Public Safety – Report by Mayor Scott Adams

- a. See attached report
- b. Accept resignation of Officer Richard Dell

Mayor Adams asked for a **motion to accept the resignation of Officer Richard Dell.**

First: Mayor Adams **Second:** Councilperson Adams

Motion carried 3-0

2. Public Works – Report by Councilperson Elaine Washington

- a. See attached report

3. Water Dept. – Report by Councilperson Aaron Adams

- a. See attached report
- b. Solid Waste Contract bids will be opened December 1, 2023 at 11 AM

4. Community & Economic Development – Report by Councilperson Timothy Caldwell

- a. Engineer Branthoover reviewed the attached ~~current grant list~~
- b. CDBG Year 50 Grant Application – the City is applying for funds to demolish the following properties: 12, 13, 20, 23, 27, and 29 Erwin Street. Total project costs are estimated at \$96,096 with a grant offset of \$85,800 and a total City contribution of \$10,296 (\$8,580 engineering and \$1,716 administrative).

Mayor Adams asked for a **motion to ratify the adoption of Resolution 2023-10 requesting a grant of \$85,800.00 from CDBG Year 50 Program for the demolition of 12, 13, 20, 23, 27, and 29 Erwin Street.**

First: Mayor Adams **Second:** Councilperson Adams

Motion carried 3-0

Mayor Adams asked for a **motion to ratify the adoption of Resolution 2023-11 identifying 12, 13, 20, 23, 27, and 29 Erwin Street as blighted properties.**

First: Mayor Adams **Second:** Councilperson Adams

Motion carried 4-0

- c. Public Hearing at 6:15pm on November 28, 2023 for scheduled demolitions of the following properties:

11 S. 5th Street - Lot/Block #305-H-88
117 N. 4th Street - Lot/Block #305-D-105
1006 Sherman Avenue -Lot/Block #305-G-112
31 Meadow Street - Lot/Block #305-D-8
129 S. 1st Street - Lot/Block #378-F-94
600 Crawford Ave (379-A-098)
602 Crawford Ave (379-A-097)
604 Crawford Ave (379-A-096)
606 Crawford Ave (379-A-095)

5. Accounts & Finances. – Report by Manager Sample

- a. 2023 Audit of Financial Statements of Government Activities – the City shall annually appoint by resolution, by December 31 of each year, an independent auditor to make an independent examination of the accounting records of the City of Duquesne for that fiscal year.

Manager Sample asked for a motion to appoint Hermann and Loll as the City of Duquesne’s independent auditor to conduct the 2023 Annual Financial Audit at a cost not to exceed \$15,000.00.

First: Councilperson Washington **Second:** Mayor Adams

Motion carried 3-0

- b. Updating signatories on all City bank accounts

Manager Sample asked for a motion to approve Resolution 2023-12 adding City Manager Douglas Sample as Signatories on bank accounts at First Commonwealth Bank.

First: Mayor Adams **Second:** Councilperson Adams

Motion carried 3-0

Manager Sample asked for a motion to approve Resolution 2023-13 adding City Manager Douglas Sample as signatories to bank accounts at Century Heritage FCU.

First: Mayor Adams **Second:** Councilperson Adams

Motion carried 3-0

- c. Setting fees for Public Works to reimburse for work done on private property. This will be addressed in the fee schedule.

6. **Treasurer Dept. – Report by Maureen Strahl (absent)**
 - a. See attached report
7. **Solicitor – Report by Myron Sainovich**
8. **City Manager – Report by Douglas Sample**
9. **Police Dept. – Report by Asst. Chief Kara Vance**
 - a. See attached report
10. **Fire Dept. – Report by Chief Frank Cobb (absent)**

OLD BUSINESS

COMMUNITY ANNOUNCEMENTS

1. **Upcoming Council Meeting** – Tuesday, November 28, 2023 at 6:30 PM.
2. **Santa Comes to town by Fire Truck** – Sunday, November 26, 2023. Beginning at 3:00 PM (until 6 PM), Santa Claus and Duquesne Volunteer Firefighters will tour the streets of Duquesne and will be passing out candy. Check the website, www.duquesnepa.us, for full route information. This event is being sponsored by PRIDE (People Residing in Duquesne Equally).

PUBLIC COMMENT

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Rosia Reid, 908 Chestnut St. – Ms. Reid asked if the City could address some potholes at the end of her street. Mayor Adams stated that Public Works will address. Ms. Reid also asked up for an update on the military banners. Mayor Adams said that he is working with the vendor and hopes to have an update soon.

Pat Bluett – Ms. Bluett wanted to remind everyone about Santa coming to town and asked that the town clock be fixed.

ADJOURNMENT

Mayor Adams asked for a **motion to adjourn the meeting at 7:09PM**

MAYOR REPORT

OCTOBER 2023

10-02-2023/Spoke with Lance Chimka from Allegheny County Redevelopment Authority concerning Vacant Home/Lot Program.

10-03-2023/Spoke with Chris Urik from Duquesne Light. He provided me a website to report Street Light problems. I will provide to Council.

10-04-2023/ Spoke to Chris Watts from Boys and Girls Club concerning N Third Street. A meeting will be set up.

10-06-2023/ Contacted Patrick Joyal from Gov. Shapiro's Office concerning Grant opportunities for the City.

10-25-2023/ Received letter from DCED confirming our termination from ACT 47 status.

10-27-2023/ Worked on Grant application for \$25,000 on Water projects.

10-31-2023/ Attended Halloween Trick or Treat at
the City Park.

Councilwoman Elaine Washington
Street/Public Works
Workshop
11/14/2023

The workers are continuing maintaining vacant lots, picking up trash, picking up leaves as well as any and all duties as assigned.

Attended the Steel Rivers COG meeting and they discussed the CD 49 Grant being illegible. They County told them it was denied because the street had a church or business on it. The COG stated this was new for several municipalities and requesting another review and will keep all informed.

County Councilman, Bob Macey was in attendance to remind everyone that Volunteer Fire Fighters can go to CCAC for free. Please google Fire Vest for further details.

Last week, ACTION Housing opened a second round of applications for the Whole Home Repairs Program. To be considered in this phase, ACTION Housing requires all previous applicants to recertify their applications. They have received addition funds for this program. SRCOG will host office hours to help residents with questions about their applications on Wednesdays from 1-4pm ending November 15th. During this time, interested applicants can find them at 1705 Maple Street in Homestead. 412.462.7600

GLENN

ENGINEERING

City of Duquesne
Engineers Report
October 2023

1. 2023 Small Water and Sewer Grant Application
Applied for \$500,000 for the water system improvement for South 5th waterline from Cochran to Crawford, Duquesne Blvd Loop, Heilman, and Fire Hydrant Replacement. This grant application was submitted in December 2022.
2. 2022 LSA Grant Project
Duquesne was awarded \$40,000 to pave W. Grant Ave from Route 837 to First St. Bids were opened on August 30th at 11:00am. These contracts have been sent to Tresco for \$63,685.00.
3. 2023 LSA Grant Application
This application is due at the end of November. \$25,000 minimum, \$1,000,000 maximum. The LSA Grant has no match. After discussions with the City Manager, we came up with the list below for projects. Let me know if you have any comments or different projects. This grant includes Infrastructure, Construction, Renovation and Purchase of vehicles, machinery and/or equipment.
 1. Fire Hydrants and Water System Upgrades
 2. Lead/Copper Rule Inventory
4. 2023 GEDTF Grant Applications
GEDTF Grant Applications were due September 15th. We submitted a grant to demolish the following addresses.
 - a. 32 S 7th Street
 - b. 33 S 7th Street
 - c. 125 S 7th Street
 - d. 11, 13, 15, 17, 19, 21, 23, 25, 27, 29 & 31 S 7th Street
 - e. 733 Klere Street
 - f. 151 Auriles Street
 - g. 138 Auriles Street

GLENN

ENGINEERING

5. CD 48 Grant

The County has awarded the City \$169,918 which will be used to pave Hinnerman St. from Crawford to Kinsley, Maryland Ave. from Monterey to Mifflin, & South 2nd Street from Kennedy to Camp. I did check with Grace at the COG recently and we are still waiting on grant agreements for these projects.

The County has also awarded \$51,500 for the demolition of four properties being; 11 S.5th St, 117 N. 4th St, 1006 Sherman Avenue, 31 Meadow St. This may not be enough to do all four, but we will bid them all and may have to deduct after prices are received. These cannot be bid until contracts and legal clearances are obtained.

6. CD49 Safe Neighborhood Grant

The City was awarded \$75,000 in funding for this project. I am recommending we demo the following buildings from the list:

1. 16 S. 7th St.
2. 18 S. 7th St.
3. 28 S. 7th St.
4. 30 S. 7th St.
5. 35 S. 7th St.
6. 119 S. 7th St.
7. 121 S. 7th St.

7. CD50 Applications

Pre-Applications were submitted on Friday, September 8, 2023. We are currently working on the full applications for submittal.

1. Street Reconstruction: S. 5th (Kennedy to Priscilla) & S. 2nd (Kennedy to Camp)
– This project was submitted for the CD49 application, but was not funded.
2. Demolition – These addresses are remaining from the CD49 Safe Neighborhood funding.
 - a. 13 Erwin St
 - b. 12 Erwin St
 - c. 20 Erwin St
 - d. 23 Erwin St
 - e. 27 Erwin St
 - f. 29 Erwin St

G **L E N N**

E N G I N E E R I N G

8. 2022 Act 152

The county is reaching out questioning this project since they never received legal clearances. I am concerned they will pull the grant.

Addresses:

1. 600 Crawford Ave
2. 602 Crawford Ave
3. 604 Crawford Ave
4. 606 Crawford Ave

We have received this funding and can proceed with advertising when we receive the legal clearances.

9. 2023 Act 152

Addresses:

1. 123 S. 5th Street
2. 114 S. 5th Street
3. 307 S. 3rd Street – Rear Property
4. 1010 Kennedy Avenue
5. 18 Auriles Street (Unit 1 & 2)
6. 6 Auriles Street & 8 Auriles Street
7. 18 Earl Street & 20 Earl Street
8. 30 Earl Street
9. 28 Earl Street
10. 16 Earl Street

This application was submitted in June 2023. We have not received a response. These addresses will also be submitted for CD50 funding.

10. 2023 GTRP Grant Applications

Submitted a grant for Polish Hill for \$212,075. Matching local funds will be \$37,425.

This application was submitted in June 2023. We have not received a response.

11. Lead/Copper Rule Inventory

I had a meeting with the City Manager and Frank. I will need authorization to start an inventory spreadsheet. This is required to be submitted to the DEP by October of 2024. We also need to discuss if we plan to do any inspection prior to submittal.

G L E N N

ENGINEERING

12. Water System Compliance

I am currently working with Frank and Steve to determine everything necessary to update the system and comply with all DEP regulations. I will put together a list with estimated costs for Council to review.

13. Dangerous Structures

- A. 28 Earl Street – back of building collapsed
- B. 30 Earl Street – back of building collapsed
- C. 33 South 7th Street – front porch & roof collapsed
- D. 32 South 7th Street – back of building collapsed

I inspected these buildings with public works after the City Manager notified me of their condition. These buildings are a safety hazard and need demolished as soon as possible. They are all listed on submitted grant applications.

I trust this brings you up to date on our progress. Should you have any questions, please contact me.

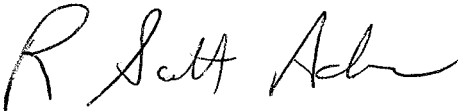
Respectfully Submitted,
Laura Branthoover, PE
City Engineer

City of Duquesne
 Bank Account Balances
 For the Month Ended October 31, 2023

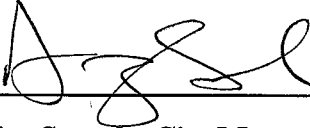
PNC Accounts	Beginning Balance	Deposits	Interest	Disbursements	Outstanding Checks	Ending Balance
General Fund (7366)	\$ 1,252,604.34	\$ 182,785.82	\$ 19.29	\$ -479,233.88	\$ -	\$ 956,175.57
Water Fund (7507)	\$ 405,342.57	\$ 90,171.24	\$ 6.15	\$ 123,257.14	\$ -	\$ 372,262.82
Accounts Payable (7154)	\$ 469,178.11	\$ 297,724.18	\$ 8.43	\$ 315,609.02	\$ -	\$ 451,301.70
Payroll (7416)	\$ 110,140.12	\$ 132,942.09	\$ 1.92	\$ 131,266.31	\$ -	\$ 111,817.82
Liquid Fuels (7531)	\$ 54,891.05	\$ -	\$ 0.43	\$ 49,206.64	\$ -	\$ 5,684.84
Drug Asset FFT (7630)	\$ 4,617.32	\$ -	\$ -	\$ -	\$ -	\$ 4,617.32
EPA (7705)	\$ 17,211.82	\$ -	\$ -	\$ -	\$ -	\$ 17,211.82
Youth Council (1093)	\$ 2,760.02	\$ -	\$ -	\$ -	\$ -	\$ 2,760.02
Public Funds MM (3702)	\$ 502,633.06	\$ -	\$ 1,367.34	\$ -	\$ -	\$ 504,000.40
PLGIT Accounts						
General Fund 3529025	\$ 1,513,339.89	\$ -	\$ 7,083.12	\$ -	\$ -	\$ 1,520,423.01
Liquid Fuels 3529039	\$ 101,424.04	\$ -	\$ 474.68	\$ -	\$ -	\$ 101,898.72
Totals	\$ 4,434,142.34	\$ 703,623.33	\$ 8,961.36	\$ 1,098,572.99	\$ -	\$ 4,048,154.04

First: Councilperson Washington **Second:** Councilperson Adams

MOTION carried 3-0



R. Scott Adams, Mayor



Douglas Sample, City Manager