

**CITY OF DUQUESNE**  
**TUESDAY, July 19, 2022**  
**6:30 PM**  
**CITY COUNCIL MEETING/MINUTES**

**CALL TO ORDER (PLEASE MUTE YOUR PHONES)**  
**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**  
**OPENING PRAYER**  
**ROLL CALL**

Councilperson Caldwell - Absent  
Councilperson Aaron Adams - Present  
Councilperson Elaine Washington - Present  
Councilperson Derek Artim - Present  
Mayor R. Scott Adams - Present

**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 3 minutes. Groups of people will be required to designate a spokesperson to represent them before the Council who may speak for a maximum of 3 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.*

**CONSENT AGENDA**

1. Approval of Minutes – June 21, 2022
2. Bill list ending June 2022
3. Approval of July 19, 2022, Consent Agenda

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Artim to approve the July 2022 Consent Agenda: The bill list ending June 2022: and the June 21, 2022 Minutes.**  
**(Motion passed 4/0)**

**PUBLIC SAFETY**

1. Report from Mayor Adams.
2. Nomination of Mr. Yoder to Planning Commission in August.
3. RIDC wants to donate 3 acres of land to the City of Duquesne near ramp leading to water department.
4. Attended COG meeting in June.
5. Continuing to work with Duquesne Light and residents concerning streetlights
6. Attended turnpike committee meeting concerning new highway construction

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Adams to approve proclamation for former Councilperson Timothy Petrosko.**  
**(Motion passed 4/0)**

**MOTION: Councilperson Artim made the motion and was seconded by Councilperson Adams to adopt Community Day Kick Off and Prayer. Maple Street near Polish Hill from 6pm – 8pm August 4, 2022. (Macedonia Baptist Church if it rains)**  
**(Motion passed 4/0)**

## PUBLIC WORKS

1. Report Submitted.
2. Mike Kurta is asking for \$8K - \$10K for purchase of new dump truck for PW.
  - a. We will have to look at the budget first and then decide
3. The field at Polish Hill is in need of several electrical and cosmetic repairs. Mike Kurta will submit bids for those repairs that are needed.
4. Garage workers proposed to start their workdays earlier than usual on very hot days.
  - a. Could create confusion with scheduling and schedule conflicts.
  - b. We need to wait until the renegotiations begin with the union. We should reach out to the union first to get input.
  - c. Myron stated that whatever the proposal and the outcome both should be put in writing.

## WATER DEPARTMENT

1. Report Submitted.
2. New pump equipment was delivered but installation has not started yet. (Pump station project)
3. New water meters were installed throughout the month of June.
4. Several fire hydrant replacements were completed in June.
5. One water break: Two water bill complaints; Ten complaints about garbage/recycling
6. LIWHEAP applications good through 2022.
  - a. Applications to assist residents with paying their water bills if they qualify
7. Propose to Council/Myron to have an Ordinance that requires all residents to have garbage cans and to not place their garbage out until 6pm or after the day before garbage pick-up.

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Artim to adopt an Ordinance that requires all residents to have garbage cans and not put their trash out until 6pm or after the evening before garbage pick-up.  
(Motion passed 4/0)**

8. Propose that we begin having workshops again. We would discuss most recent meeting notes and any end of the month issues plus upcoming action items for upcoming meeting.
  - a. This would shorten the length of the Council meetings
  - b. Myron – needs to be published and made open to public and scheduled
  - c. Mayor Adams – the 1<sup>st</sup> workshop will occur Tuesday, October 4, 2022, and thereafter the first Tuesday of each month
  - d. Kristen – Agenda items for workshops should be very clear and specific
9. Propose that representative from Council meet quarterly (4x/yr.) with Planning Committee, Zoning Committee, and Redevelopment Authority.
  - a. Mayor Adams & Kelly – scheduling could be hindered because these groups don't always meet regularly.
  - b. Myron – if these meetings occur, they also need to be advertised.

## COMMUNITY AND ECONOMIC DEVELOPMENT

1. Glenn Engineering submitted their report.
2. Mayor Adams – Can we erect a pavilion at ballfield?
  - a. LaFranz H. (Engineer) - we would have to look at the money being allocated to upgrade the concession stand and possibly erect a pavilion with that money (\$44K)

3. Councilperson Adams – Can we connect with neighboring communities to have Belmont Street paved?
  - a. LaFranz H. - we would have to look at Grant CD 48 to determine if the paving could be shared by neighboring communities.
4. Mayor Adams – Can these funds be applied for blight properties?
  - a. LaFranz H. - we would have to determine exactly how we want to spend funds then discuss a plan of action because funds have to be spent exactly as requested and approved.
5. Mayor Adams – Penn Vest is doing inventory of properties and has some possible projects for the future, but we won't be able to apply until September 2022.

### ACCOUNTS AND FINANCE

1. Report Submitted.
2. Draft of monthly budget requested by Council due in August Council meeting.
3. Met with Act 47 concerning budget in June 2022.
4. Developing ongoing financial policies.

### TREASURER

1. Report Submitted.

### CONTROLLER

1. No report

### SOLICITOR

1. Proposed recreational activity release form.

**MOTION: Councilperson Adams made the motion and was seconded by Councilperson Washington to adopt the Recreational Release Form for scheduled activities located in parks/fields within the City of Duquesne.  
(Motion passed 4/0)**

2. Will work on waste disposal ordinance.
3. If the city is considering Home Rule a motion needs to be made.
4. Working on city manager ordinance – still being looked at and bring revised.
  - a. Possible vote on next meeting.
5. Elaine – questioned historical landmarks? She suggested we research what other communities have done to get around this issue.
  - a. Myron – will determine if we can ask State of Common Pleas Court fro procedure to tear down unsafe dwellings in these areas.

### CITY MANAGER

1. Installing new AC units for Council Chambers room. Consulted six companies for bids for the work and two companies bid for the work.
  - a. Councilperson Adams asked how were the bids conducted and the City Manager stated she used cold calling method.

2. Mayor Adams questioned status of Library Court sign repairs.
  - a. Management office has contacted Pittsburgh Trade Institute (Masonry School) who stated that they will take photos and measurements to determine if they can complete the repairs.
3. Mayor Adams concerned about re-connecting power at Polish Hill for activities.
  - a. Councilperson Washington assured that there is a plan in place with the PW Dept. to have repairs completed in time for Community Day.
4. Solicitation Permits cost \$200.00 per person. There was some confusion previously about this cost but it was clarified during this meeting.

## **POLICE DEPARTMENT**

1. Report Submitted.

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Artim to hire new police officer(s) contingent on passing remaining phases of process.**

**(Motion passed 4/0)**

**MOTION: Councilperson Adams made the motion and was seconded by Councilperson Artim to accept the resignations of officers Stephen Edwards and Jacob Hensell.**

**(Motion passed 4/0)**

**MOTION: Councilperson Adams made the motion and was seconded by Councilperson Washington to eliminate the fee for the police testing and increase costs for obtaining police reports.**

**(Motion passed 4/0)**

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Adams to advertise for new police hires and schedule for police tests.**

**(Motion passed 4/0)**

2. Black phone on side of building is in process of being repaired.
3. Acting Chief Shaw mentioned police department possibly purchasing a new vehicle
  - a. City Manager office will look at budget and get back to police dept.
4. Question was brought up concerning the position of police secretary
  - a. Tabled until further discussion.

## **ACT 47 COORDINATOR**

1. DCED available to discuss Home Rule before next meeting if parties are willing to meet.
2. Continuing to work with Solicitor and Council on City Manager ordinance.
3. Continuing to work with City Manager Office on obtaining requested financials for Council.

## **FIRE DEPARTMENT**

1. Report Submitted.
2. Mayor Adams confirmed with Fire Chief that several fire hydrants have been installed throughout the city but may still need to be properly tested.
3. Councilperson Adams confirmed the fire department's plans to bid/sell two fire trucks including one ladder truck as part of a fund raiser for their department.

## POLICE CITIZEN'S REVIEW BOARD

1. Debra Chaffin (see attached report, if not attached was not provided)

\*\*\*Members of the Duquesne City Council will meet in Executive Session (if needed)

***MOTION: Councilperson Washington made the motion and was seconded by Councilperson Artim for the citizens review board to conduct meetings at least once a month at City Hall and to contact the police department for building entry. (Motion passed 4/0)***

### **PUBLIC COMMENT**

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- *Mr. Smith 713 Mifflin Street – concerned about code enforcement with neighbors who are disrespectful with their trash build up. He was assured that codes will be enforced.*
- *Also concerned with stop sign located at 721 Mifflin Street. City will take a look at the intersection an evaluate safety plan.*
- *Ms. Pat*
- *Thanked the city for swings @ Hamilton Park*
- *Flickering light outside police dept.*
- *Community Day Celebration begins 8/4/22 @ 6 pm. Polish Hill. Please attend*
- *Can we get 837 Grant sign to look better with appearance*
- *Do we have a new Pest Control person Yet? (Not yet)*
- *Tom M. - concerned about residents not picking up after their trash cans plus leaving garbage on property. Myron explained that he will be attending a Blight conference to learn how to deal with all of these issues.*
- *Funds will be allocated for Holiday decorations as needed.*
- *Kristin has decorations for Ms. Pat*
- *Free home Covid tests at City Hall as well as Tic removal kits.*
- *Mayor Adams will provide an update on Veterans' Banners.*
- *Kelly Roberston has resigned from the City Manager position and her last day with the city will be August 12, 2022. She thanked everyone for her time served.*

**ADJOURNMENT**

**MOTION: Councilperson Washington made the motion and was seconded by Councilperson Artim to call the meeting to adjournment.**

**(Motion was passed 4/0)**

*R. Scott Adams*

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**Mayor/Vice-President**

*Kelly J Robertson*

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**City Manager**