

City Council
Workshop Agenda
Tuesday, June 27, 2023
6:30 pm

CALL TO ORDER (PLEASE MUTE YOUR PHONES) CALLED TO ORDER 6:31PM

MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

ROLL CALL

Councilperson Timothy Caldwell

Councilperson Aaron Adams

Councilperson Derek Artim

Councilperson Elaine Washington

Mayor R. Scott Adams

ALL PRESENT EXCEPT CALDWELL

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

Consent Agenda: Motion needed to accept the consent agenda for June 27th,

1. Approval of Council Meeting Minutes – May 2, 2023.
2. Approval of Council Workshop Minutes - May 30, 2023.
3. Approval of Council Meeting Minutes for June 6, 2023.
4. Bill List ending – June 26, 2023
5. June 6, 2023 Consent Agenda

ONLY JUNE 27 CONSENT AGENDA WAS APPROVED: Motion by Councilperson Artim second by Councilperson Washington. Motion carried 4-0.

New Business:

1. Public Safety – Report by Mayor Scott Adams

- a. Accept resignation of Officer Hunter Scherf. **To be placed on Agenda for July 11, 2023 Meeting.**

- b. Appointment of City Manager retroactively effective May 22, 2023 and approval of City Manager Employment Agreement. **To be placed on Agenda for 7-11-23 Meeting.**
- c. Resolution for Emergency Operations Plan (EOP) dated May 2023. **To be placed on Agenda for 7-11-23 Meeting.**
- d. Facility Use – Pastor Stubbs for July 29, 2023. **Changed to 8-19-23 from 1-4 PM. To be placed on Agenda for 7-11-23 Meeting.**
- e. Permits – 108 Auriles Street. **No one was aware of any permits requested to add additional units. We be looked into.**
- f. Solicitation Ordinance-**Solicitor will revise.**
- g. Appreciation Luncheon - July 12, 2023. **City Manager has placed sign-up sheets to all Departments.**
- h. Industrial Appraisal. **City Manager has submitted.**
- i. Duquesne Light Energy Efficiency. **Proper documentation will be sent to Mr. Bell from Duquesne Light.**
- j. US Steel Community Advisory Board-The Mayor asked if anyone was available to attend.
- k. Reservoir site shed. **Street or Water Department will look into availability for usage.**
- l. Lincoln Avenue – street lights. **The Mayor will contact Chris Urik from Duquesne Light.**
- m. Discuss Fire Department vehicle maintenance and fuel issue – need clarification. **Will set up a meeting with the Fire Department.**
- n. Adjusting upcoming workshop and council meeting dates. **The Mayor provided changes to the upcoming meetings. They are already on the Website Calendar.**

2. Public Works – Report by Councilperson Elaine Washington

- a. Public Work Director/Codes Officer. **Will be addressed in Executive Session.**
- b. Public Works – Summer position. **Has not been filled.**
- c. Charon Boyd West request for Polish Hill Park for July 8, 2023 from Noon to 6:00 pm. **City Manager will contact so proper paperwork be filled out.**

- d. Written report. Report was submitted. Councilperson Washington requested a discussion concerning going Cashless at City Hall for payments. Solicitor said it may be illegal to go strictly Cashless. Ms. Washington also stated the Utilities Fair was a success but may be better advertised next time. She also added Street sweeping to occur July 11 and 12 and possibly October 9 and 10.

3. Water Dept. – Report by Councilperson Aaron Adams

- a. Report will be submitted for July 11th Council Meeting
- b. Status of Water Rate Study. City Engineer will look into this.
- c. Bid documents and Invitation to Bid document distributed to Council on 6/8/2023. Begin process to bid out solid waste collection beginning January 2, 2024. Councilperson Adams has looked the document over and requested other members also do the same so we can accept at the next meeting 7-11-2023.
- d. Public Work Director/Codes Officer. Councilperson Adams stated who he intends on supporting for that position and the position description will need some revamping once someone is in place.
- e. Discussion on minimum billing on water bills and adjusting meter readings. Councilperson Adams stated because we are at or will be fully staffed shortly, the readings should be done every month without any delays or estimations.

4. Community & Economic Development – Report by Councilperson Timothy Caldwell (Engineers also Report here)

- a. No Report.
- b. City engineer made Council aware of the status for Grant applications. The Mayor asked the City Engineer to elaborate on the process when submitting Act 152 Properties for Demolition. City Engineer stated once Properties have been submitted, the Allegheny County Redevelopment Authority makes a determination on which properties are selected.

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

- a. Discussion debit card readers and point of purchase. **Was discussed during Street Dept section.**
- b. Bond interest payment made on 6/16/2023. **Payment was made and signed by Councilperson Artim and Treasurer Strahl.**
- c. Resolution No 2023-7 – PLGIT Accounts and Procurement Card- **Motion was made by Mayor Adams and second by Councilperson Artim. Motion carried 4-0.**

6. Treasurer Dept. – Report by Maureen Strahl-Report to be submitted on July 11, 2023.

7. Solicitor – Report by Myron Sainovich- Solicitor sent draft concerning City Manager’s agreement to be looked over by council so that he it can be voted on 7-11-2023. He also stated the EOP can be adopted without a resolution.

8. City Manager – Report by Samuel Sulkosky

- a. Accept the resignation of Autumn Milton as treasurer clerk.
- b. Advertise the Treasurer Clerk position with job description.
- c. Administrative Assistant position – full time. **All will be discussed in Executive Session.**

9. Police Dept. – Report by Chief William Shaw-Report to be submitted.

10. Act 47 Coordinator – Report by George Dougherty

- a. City of Duquesne's Act 47 Exit Hearing for Monday, July 17, 2023 at 6pm. **Testimony may be given concerning report but no questions will be fielded by DCED.**

11. Fire Dept. – Report by Chief Frank Cobb-Report will be filed on July 11, 2023.

12. CITIZENS REVIEW BOARD- No report.

PUBLIC COMMENTS: Rosia Reid asked about Veteran’s Recognition and thanked City for implementing the program.

Pastor Stubbs thanked the City for considering the usage of the City Park on 8-19-2023.

Mr. Sikora made Council aware of possible problems with rodents at 422 Commonwealth Avenue. He also asked about the water issues (valve leakage) in the Duquesne Place area. Councilperson Adams stated the bidding to do that work will be going out since there is a need for equipment the City doesn't have.

Pat Bluett asked for an update on the City Marquee. She will have other request at a later date. **The Mayor will handle her request as well as answers to her previous questions.**

Councilperson Washington made a motion to enter Executive session to discuss personnel matters. **Second by Councilperson Artim. Motion passed 4-0.**

Councilperson Washington made the motion to exit Executive Session and was second by Councilperson Adams. **Motion carried 4-0. 7:52PM.**

A motion was made by Councilperson Washington and second by Councilperson Adams to accept the Agreement between the City and The Turnpike Commission for maintain Storm Drain Basins once the project is complete. Motion carried 4-0.

Councilperson Adams made a motion to adjourn the meeting, it was second by Councilperson Artim. **Motion varied 4-0. Meeting ended 7:57PM.**

Old Business:

1. Public Safety (Mayor Adams)
 - a. Grant(s) updates
2. Public Works (Councilperson Elaine Washington)
3. Water Dept. (Councilperson Aaron Adams)
 - a.
4. Community & Economic Development (Councilperson Timothy Caldwell)
 - a.
5. Accounts & Finances (Councilperson Derek Artim)
6. Treasurer Dept. (Maureen Strahl)
7. Solicitor (Myron Sainovich)
8. City Manager (Samuel Sulkosky, CPM, CBO)
9. Police Dept. (Chief W. Shaw)
10. Act 47 Coordinator (George Dougherty)
 - a. Act 47 Exit strategy
11. Fire Dept. (Chief Frank Cobb)

Executive Session: Personnel issues and collective bargaining issues.

Adjournment:

Next Meeting is July 11, 2023

R. Scott Adams

Mayor R. Scott Adams

Samuel Sulkosky

Samuel Sulkosky – City Manager