

City of Duquesne
March 28, 2023
6:30 pm
Workshop Agenda Meeting Minutes

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

Councilperson Caldwell
Councilperson A. Adams
Councilperson Washington
Councilperson Artim
Mayor R. Scott Adams

Consent Agenda: Motion needed to accept the consent agenda for March 28, 2023

Motion by Councilman Adams and second by Councilman Artim.
Motion passed 4-0.

New Business:

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

- a. Item #1 – Ratify hiring of Police Officer Justin Montani
 - i. *Agenda item for council meeting in April.*
- b. Item #2 – Proclamation for Sergeant Patrick Vroman
 - i. *May council meeting item.*
- c. Item #3 – Motion to dissolve the Duquesne Redevelopment Authority
 - i. *Agenda item for council meeting in April*
- d. Item #4 – Start Process to join Allegheny County Redevelopment Authority
- e. Item #5 - Mon-Fayette Expressway Issues
 - i. *Completed except noise ordinance issue.*
- f. Item #6 – \$40,000 LSA Grant award
 - i. *Grant Ave from 837 to 1st Street*
- g. Item #7 – Sheriff sales on properties with liens
- h. Item #8 – City Managers’ list
 - i. *Cut off date is March 31st for applications.*
- i. Item #9 – Second reading of an Ordinance Vacating, Removal Repair or Demolition of any Structure Dangerous to the Health, Safety and Welfare of the People of the City of Duquesne; and Setting Forth the Procedures and Rules for Determining Dangerous Structures.
 - i. *Agenda item for council meeting in April*
- j. Item #10 – Update on Veterans’ Flag Program
 - i. *Agenda item for council meeting in April for authorization.*

ii. *Submit information to the Mayor.*

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

- a. Item #1 – Expedite hiring process for all open positions
 - i. *Council reviewing positions and accepting applications.*
- b. Item #2 – Hiring two seasonal laborers
 - i. *Need to review the budget.*

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

- a. Item #1 – Report Submitted
 - i. *Report to be submitted at council meeting.*
- b. Item #2 – Ratify Hickman Electric proposal for work at Pump Station
 - i. *Agenda item for council meeting in April*
- c. Item #3 – Resolution to increase rate for annual landlord reporting fee
 - i. *Provide ordinance to council for review.*

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

- a. Item #1 – Upgrade lighting in City Hall
 - i. *Upgrade to LED.*

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

- a. Item #1 – Report Submitted
 - i. *Report to be submitted at council meeting.*
- b. Item #2 – Bank deposits bonding
 - i. *Who? And How? discussion*
- c. Item #3 – Open new money market account
 - i. *Agenda item for council meeting in April*
- d. *Policies and procedures of Act 47 Exit Plan.*

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

- a. Item #1 – Report submitted
 - i. *At meeting.*

7. *Solicitor – Report by Myron Sainovich*

- a. Item #1 – Report Submitted
- b. Item #2 – Motions Hearing for EIT rates
 - i. *EIT went through at the hearing today. Myron and George attended.*
- c. Item #3 – Legal clearances for 600 block of Crawford Avenue
 - i. *Myron to work with Mary Lou on paperwork.*

8. *City Manager – Report by MaryLouise Bittner*

- a. Item #1 – Ongoing insurance renewal process—need electrical inspection and removal of tires from Public Works site
- b. Item #2 – Completion of State Ethics Forms
- c. Item #3 – Close unused bank account for Youth Council and transfer funds to General Fund Account
 - i. *Agenda item for council meeting in April*

9. Police Dept. – Report by Acting Chief William Shaw

- a. Item #1 – Report submitted
 - i. *Report will be given at council meeting.*
- b. Item #2 – Results of most recent officer tests

10. Act 47 Coordinator – Report by George Dougherty

- a. Item #1 – Home Rule presentations
 - i. *EIT rates and results of hearing.*
 - ii. *Manager assistance.*
 - iii. *Workflow and structure to be looked into.*
 - iv. *Codification of ordinances discussed again.*

11. Fire Dept. – Report by Chief Frank Cobb

- a. Item #1 – Report submitted
 - i. *Report will be given at council meeting.*

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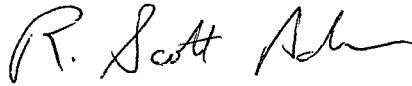
Old Business:

- 1. Public Safety (Mayor Adams)
 - a. Grant(s) updates
- 2. Public Works (Councilperson Elaine Washington)
- 3. Water Dept. (Councilperson Aaron Adams)
 - a. Garbage complaints
 - b. Landlord fee
- 4. Community & Economic Development (Councilperson Timothy Caldwell)
 - a. Grants
 - b. Ongoing – vacant home acquisition program
- 5. Accounts & Finances (Councilperson Derek Artim)
- 6. Treasurer Dept. (Maureen Strahl)

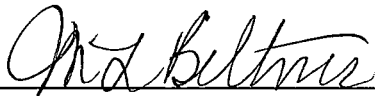
7. Solicitor (Myron Sainovich)
 - a. Job descriptions
8. City manager (Scott Crawford)
9. Police Dept. (Chief W. Shaw)
 - a. Report submitted
10. Act 47 Coordinator (George Dougherty)
 - a. Home Rule
 - b. Act 47 Exit strategy
11. Fire Dept. (Chief Frank Cobb)

Motion to adjourn by Councilperson Artim, second by Councilperson Washington. Motion carried 4-0.

Adjournment:



Mayor R. Scott Adams



MaryLouise Bittner – Interim City Manager