

City Council

Workshop Agenda Minutes

November 30, 2022

6:30 pm

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

Councilperson Caldwell - absent
Councilperson A. Adams – present
Councilperson Washington - present
Councilperson Artim - present
Mayor R. Scott Adams - present

Mayor Adams made the motion and was seconded by Councilperson Artim to approve the approve consent agenda for November 30, 2022.

(Motion passed 4/0)

New Business:

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

- a. Item #1 – Solicitor/vendor fees
- b. Item #2 – Met with the Redevelopment Authority concerning our vacant home/lots program. They will begin assisting those interested in purchasing lots vs home, however they will concentrate on getting six (6) lots and six (6) homes completed soon.
- c. Item #3 – It was also discussed how active our Redevelopment Authority is and whether we will continue to use them.
- d. Item #4 – Contacted Senator Brewster’s office concerning grant application and we are still awaiting a response.

2. Public Works – Report by Councilperson Elaine Washington

- a. Item #1 – Curb to Curb Ordinance – first reading
- b. Item #2 – Employee Christmas Party at Croatian Club 1111 Grant Avenue, Duquesne, PA. 15110 on December 21, 2022 @ 3pm.
- c. Item #3 – Looking into getting an updated Property Maintenance Code as well as amending some existing codes to increase penalties for violating such.

3. Water Dept. – Report by Councilperson Aaron Adams

- a. Item #1 – We will need to make a motion to name the connector road.
- b. Item #2 – Proposed a rate increase for water. Getting it advertised and moved to vote sometime in January 2023.
- c. Item #3 – Same for garbage. Possible rate increased proposed. Getting advertised and moved to a vote in January 2023.
- d. Item #4 – Want to move forward with an ordinance for waste. Getting it advertised and move to a vote sometime in January 2023.
- e. Item #5 – Still working in collaboration with engineers on demolition list. These increases are based on water and waste increases for the City of Duquesne.
- f. Item #6 – Getting an ordinance prepared for the Code Enforcement position which includes a job description and salary.
- g. Item #7 – Working toward having a meeting with Magistrate Schricker to draft a letter that includes the duties of the code enforcement officer.
- h. Item #8 – Taking the lead on getting the application for the vacant home program online as well as a listing of homes that citizens want demolished.

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

- a. Item #1 – Grant updates
- b. Item #2 – Engineering Associate LaFranz Hemphill announced his resignation effective December 9, 2022.

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

- a. Item #1 – Meeting Budget deadlines
- b. Item #2 – On December 6, 2022, please bring any budget concerns to the meeting for discussion. We would like to finalize it in the December 20, 2022, meeting.

6. Treasurer Dept. – Report by Maureen Strahl

- a. Item #1 – Report submitted
- b. Item #2 – Training clerical staff – Mayor Adams raised concerns with each Tax Clerk being able to perform all the job description duties. Some additional training may be needed, and the procedures manual needs completed.
- c. Item #3 – Reports to supply to council concerning delinquent taxes – tabled.

7. Solicitor – Report by Myron Sainovich

- a. Item #1 – Loudermill Hearing – Individual was given a verbal reprimand with the understanding that any future occurrences will result in a three (3) day suspension.
- b. Item #2 – Personnel Issues – resolution submitted for individual to be terminated. Motion will be needed.
- c. Item #3 – Motions Hearing (Ordinances) - Stated that the hearing could take place anytime prior to the first quarter taxes being sent out and that it doesn't have to happen prior to the end of this year.
- d. Item #4 – Will donate to the employee Christmas party.
- e. Item #5 – Prepared documents for Tan loan and “Curb-to-Curb” Ordinance.
- f. Item #6 – He would like to be present with meeting between Councilperson Adams and Magistrate Schricker.

8. City Manager – Report by George Newsome, Interim City Manager

- a. Item #1 – Budget deadlines/summaries – working in collaboration with accounts and finance and Act 47 to complete budget.
- b. Item #2 – First Readings (Ordinances)
 - i. Tax Rate
 - ii. EIT rate
 - iii. City Manage Ordinance
 - iv. Budget
 - v. Dangerous Structures – tabled until advertised first.
 - vi. Ratify concurring resolution
- c. Item #3 – Turkey/Ham giveaway – Denise Brownfield – May need to amend original motion
- d. Item #4 – Women’s’ essential bag giveaway Pastor Dorothy Stubbs. Contact at 412.969.8423.
- e. Item #5 – Movie being made using the front of the City Hall building. “American Rust” Streamed on Showtime and Paramount +.

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

- a. Item #1 – No report

10. Act 47 Coordinator – Report by George Dougherty

- a. Item #1 – No report

11. Fire Dept. – Report by Chief Frank Cobb

- a. Item #1 – No report



Old Business:

1. Public Safety (Mayor Adams)
 - a. Passed following motions:
 - Hired 3 new police officers
 - Hire part-time police officers if applicable
 - Sell the city Fire Truck
 - Accept police officer bonuses
 - b. Hire and use a Constable when Chief Cobb is unavailable
 - c. Grant updates the Mayor applied

2. Public Works (Councilperson Elaine Washington)
 - a. Schedule for leaf pickups
 - b. Preparing for Winter
 - c. Purchased new equipment
 - d. Staff Christmas party

3. Water Dept. (Councilperson Aaron Adams)
 - a. Continuing to address garbage issues (weekly complaints)
 - b. Website
 - c. Passed the following motion:
 - i. Use insurance money to repair wall at Library Court

4. Community & Economic Development (Councilperson Timothy Caldwell)
 - a. Grants
 - b. Ongoing – vacant home acquisition program

5. Accounts & Finances (Councilperson Derek Artim)
 - a. Conducted budget meeting with Act 47 & finance team

6. Treasurer Dept. (Maureen Strahl)
 - a. Report submitted.
 - b. Discussed developing a report to give to council for delinquent taxes

7. Solicitor (Myron Sainovich)
 - a. Ordinances
 - b. Personnel Issues (possible executive session)

8. City manager (Interim George Newsome)
 - a. Budget meeting with Councilperson Artim, Act 47, and finance team
 - b. Passed the following motions:
 - i. Approve the event Santa Claus is coming to town
 - ii. Approve clerical and public works contracts
 - iii. Police salaries & bonuses

9. Police Dept. (Acting Chief W. Shaw)
 - a. Report submitted

10. Act 47 Coordinator (George Dougherty)
 - a. Budget meeting with Councilperson Artim & finance team
 - b. Exiting Act 47 in October 2023
 - c. Provided council with Home Rule information
 - d. Ordinance for City Manager

11. Fire Dept. (Chief Frank Cobb)
 - a. Obtained a grant
 - b. Electrical upgrades to garage

Adjournment:

Mayor R. Scott Adams

George Newsome – Interim City Manager