

**BOROUGH OF FRANKLIN PARK  
BOROUGH COUNCIL WORK SESSION MINUTES  
WEDNESDAY, JANUARY 6, 2021**

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Due to the COVID-19 pandemic, this work session meeting was held both in-person and virtually via Zoom remote audio and video conferencing.

Council President Jim Hogg called the meeting to order at 7:00 p.m.

**COUNCIL MEMBERS:**

James W. Hogg .....present  
Jiang Li .....participated via Zoom  
Brian S. Malkin .....participated via Zoom  
Lucas R. Myslinski.....present  
John P. Parks. ....present  
Thomas C. Schwartzmier .....present  
Junior Council Person Emma Bernardi .....participated via Zoom  
Mayor Dennis E. O'Keefe .....present

**ENGINEER:**

Siddharth K. Mistri, Senate Engineering Company .....participated via Zoom

**SOLICITOR:**

Robert Max Junker, Babst Calland .....present

**STAFF:**

Zach Brower, Recreation Program Director .....participated via Zoom  
Gary Bucuren, Superintendent of Public Works.....present  
Rege Ebner, Borough Manager .....present  
Walt Healy, Police Chief.....present  
Cathy Krummert, Borough Secretary .....present  
Tim Phillips, Building Inspector/Zoning Officer.....participated via Zoom  
Bill Schweitzer, Manager of Golf Course & Parks Facilities.....absent

**AUDIENCE:** 9 (0 in person and 9 via Zoom)

**OLD BUSINESS** - None

**AGENDA REVIEW** -The following January 20, 2021 regular meeting agenda items were discussed:

- Newspaper Advertising – The Post-Gazette remains the only print option that meets the requirement for newspaper advertising. A motion designating the Post-Gazette as the official newspaper for the borough has been placed on the regular meeting agenda.
- Appointments to the ACBA and North Hills COG – The existing Council members previously appointed to serve on the Allegheny County Boroughs Association and the North Hills Council of Governments have agreed to continue to serve in 2021.
- Ordinance No. 658-2021, Estates at Franklin Fields Phase 1 and Phase 2 Acceptance – The ordinance introduction has been placed on the regular meeting agenda. The developer has been advised that he must return the signed Maintenance Agreements and securities to the borough by January 20<sup>th</sup>, or the introduction of the ordinance will be pushed back until the February regular meeting.

**STAFF REPORTS:**

Report by Superintendent of Public Works

Mr. Bucuren provided the following report:

- Christmas tree collection and chipping has begun. They are taking a lot of the trees to Blueberry Hill Park to chip, but they are chipping some trees in the cul-de-sacs of some plans that are a further distance from the park.

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- They removed three large pine trees in the road right-of-way on King John Drive.
- Following the installation of the new pipe lining on Lenora Drive, Mr. Krepps at 1554 Lenora Drive had a strong odor in his home. The public works department has been doing some ventilation work over the last few weeks and most of the odor has been eliminated. Mr. Bucuren will check in with Mr. Krepps in the next few days. A claim was submitted to the borough's insurance company, and an adjuster came out and met with Mr. Krepps. The adjuster advised Mr. Krepps to put Insight Pipe (the contractor) on notice, and Mr. Krepps has done so. This situation has been going on for almost a month, and Mr. Krepps has been very patient.
- They are working on general repairs, filling potholes and snow removal. Mr. Bucuren is working to resolve some of the issues and complaints regarding snow removal. Council and Mayor pointed out that the positive comments outweigh the bad. It was noted that the public works department salts and plows all roads within the borough, including all state and county roads.
- There was discussion regarding a complaint from a resident who was upset that a large amount of snow was dumped in front of his driveway on Christmas Day. Mr. Ebner will draft a response to the resident.
- There was discussion regarding complaints received regarding damage to mailboxes. Council suggested fixing or replacing mailboxes as necessary in order to promote goodwill with the residents.
- Mr. Bucuren noted that there were a couple areas where some grass and dirt were damaged with a snow plow. They will go back and fix those areas once the ground has thawed in the spring.
- Mr. Hogg asked if there is a plan going forward for the property recently purchased across from Linbrook Park. Mr. Ebner indicated that he would like to apply for a planning grant through the DCNR this year, and he suggested bringing back the History Committee to be involved in the planning for this property and the upcoming Bicentennial. Council discussed the History Committee. Staff will look into the previous number of committee members and terms. Mr. Ebner will put together a list of things for the committee to undertake.

Report by Building Inspector/Zoning Officer

Mr. Phillips provided the following report:

- The Planning Commission received no applications for January. They will meet to reorganize, review the 2020 annual report, discuss the Comprehensive Plan and review the animal husbandry ordinance and little free libraries.
- The Zoning Hearing Board did not receive any applications for January.
- Council inquired about the recent Zoning Hearing Board decision regarding the application submitted by Tracey Odorisio. Mr. Junker and Mr. Phillips discussed the details of the hearing.
- Mr. Ebner stated that the borough received a request from Kevin Daugherty who owns property on McDevitt Road (in the area of the one-lane section) that is also adjacent to Blueberry Hill Park. Mr. Daugherty is asking the borough to grant him a right-of-way or easement so he can put a driveway off Blaine's Way to construct two houses. In return, Mr. Daugherty would grant an easement for the borough to widen McDevitt Road to two lanes in the area where it is now one lane. Council discussed, and Mr. Ebner was directed to reach out to Mr. Daugherty to get a better idea of his plans.

Report by Borough Engineer

Council had previously received Mr. Mistri's written report. Mr. Mistri reviewed the following items:

- The Fish Run Stream Bank Stabilization cost estimate was given to Mr. Ebner for review. They are putting together a Joint Permit application to submit to the DEP.
- The Northmont Farms Dam annual inspection was completed in November and submitted to the DEP in December.
- Senate has completed the hydraulic analysis for flooding at 2524 Matterhorn Drive, and the findings will be sent to Mr. Ebner this week.
- The design is 95 percent complete for the underground detention system on Dalton Drive and Nevin Drive. The cost estimate was sent to Mr. Ebner last week, and they are looking into some different options because the cost of the proposed material was higher than expected.
- The Montgomery Road detention pond project is on hold because the homeowner wants the project redesigned.

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- The developer of Deerfield Estates has proposed changes to the stormwater system, and Sid is reviewing to determine if the changes are acceptable. Mr. Junker noted that this should be reviewed by Mr. Phillips before a response is provided to the developer.
- The Hartman Farms developer has indicated that because the borough did not release the E&S Bonds and also requested increased development bonds, he would not take any further action within the plan. Mr. Junker reviewed the history and possible solutions were discussed. Mr. Ebner will reach out to the developer. If he is unsuccessful, the matter will be taken to the Magistrate.
- Mr. Mistri has completed an inspection of the Franklin Elementary School project, and he will provide a recommendation letter for a bond release. The turning lane will not be completed until spring.

Report by Recreation Program Director

Mr. Brower provided the following report:

- A Santa in the Park event was held with 40 families visiting with Santa in December. It was not ideal, but a good event was held with necessary adjustments and restrictions due to the COVID-19 pandemic.
- Two rentals previously scheduled for the Activity Center in January have been canceled as of today.
- Summer Camp registration is open as of Monday. For now, they are limiting registration to 50 kids per age group. They are encouraging people to sign up on a waitlist in case we are able to accept additional kids closer to the program dates if COVID-19 restrictions change.
- Cheerleading and Soccer Shots programs are continuing in the Activity Center.
- Winterfest with Coach Dave will be held on Saturday, February 6<sup>th</sup>.
- They are finalizing details for a Flag Football program in the spring.
- Mr. Brower noted that he is recommending that Brittany Lattanzo be appointed to the Recreation Board, and he will be obtaining the required clearances for her appointment at a later date.
- Mr. Hogg asked about the 2020 program revenue compared to previous years. Mr. Brower noted that the program revenue figure listed in his report includes some programs as well as rental income. It does not include refunds from canceled rentals or field rentals. The 2020 program revenue is approximately \$100,000 higher than the 2019 revenue.
- Mr. Hogg asked about the 2021 Festival in the Park in June. Mr. Brower intends to plan the event, but he will not know what COVID-19 restrictions will be in place until April or May. The final determination regarding the event can be made in May.

Report by Chief of Police

Chief Healy provided the following report:

- The Chief discussed a \$500 cash donation to the police department by an anonymous person. Council concurred with the Chief's suggestion for the use of the money for the department.
- Moret Construction had sent the Chief a \$100 gift card to Chelsea Grill, and he plans to use it to provide a meal for all of the officers.
- Two officers are now out of quarantine for COVID-19, and the two officers who tested positive will be back to work tonight and tomorrow. Part-time officers filled shifts as necessary.
- The Chief discussed the company that he has used to disinfect the police department and vehicles. The product they use is FDA, CDC and EPA approved, and it lasts for three months. Council discussed and asked Mr. Ebner to request a price to spray the municipal building, public works vehicles and parks vehicles.
- The Chief has obtained the pieces to retrofit shotguns for bean bag rounds to be placed in the patrol vehicles. The shotguns are at least 40 years old and they need some work. He has found a company that will coat the shotguns at a cost of \$900 so they will last a long time. Since they need to be disassembled to put on the new orange stocks and forends, they will also include that in the price.

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**2021 SCHEDULE** – Mr. Hogg reviewed the 2021 Schedule. He noted that the Personnel Committee will meet in February to complete the Manager’s performance review, to review the employee performance reviews and to discuss merit increases. Council would then vote on the Table of Organization in March. The ALOM Conference was moved from April to June due to the COVID-19 pandemic. The tentative date for the spring road tour is May 1<sup>st</sup>. All meeting dates with board and commission chairs are tentative. The mid-year budget review has been moved up to July. The first week of August will be busy with the Golf Outing on August 2<sup>nd</sup>, the National Night Out on August 3<sup>rd</sup> and the work session meeting on August 4<sup>th</sup>.

**USE OF MUNICIPAL BUILDING MEETING ROOM BY OUTSIDE ORGANIZATIONS** – Due to the COVID-19 restrictions in December, the borough canceled all meetings of outside groups that were scheduled to be held in the municipal building meeting room until further notice. Council discussed and agreed to continue to keep the building closed to outside organizations until further notice.

**COLE ROAD HOUSE FIRE** – Council discussed recognizing the individuals involved in the rescue of the resident from a fire in his home. The Mayor issued a letter to the officers involved and a separate letter to all of the officers extending the appreciation of the borough and the residents. He also thanked the fire company for all they do and the dangers they face throughout the year. Several other fire companies had responded to the fire. Mr. Schwartzmier stated that the resident had suffered severe burns and had passed away within a few days. Mr. Schwartzmier will reach out to the neighbor who assisted in the rescue, and the matter will be discussed further at the February work session.

**TECHNOLOGY ADVISORY COMMITTEE** – Council discussed, and Mr. Ebner will provide the new committee members with information to get started and schedule their meetings.

**STORMWATER FEE/FORMATION OF AN AUTHORITY** – Council discussed and concurred to have Mr. Ebner and Mr. Junker begin the research for the formation of an authority to establish a stormwater fee to assist with the high cost of necessary stormwater projects.

**MANAGER’S REPORT DISCUSSION ITEMS**

- **Solar Power Update** – Mr. Ebner had forwarded Council and Mayor the information from Greg and Will of Solbridge Energy regarding their research to find a financing partner for the project. The borough has also submitted an online application for a \$115,000 grant through Green Mountain Energy. A decision regarding the grant application will be made in February. Greg and Will of Solbridge Energy then reviewed the information they had obtained. They have gone out into the solar financing marketplace and reached out to a number of companies nationwide to see what financing would be available to put solar on the borough building and public works building. They reviewed the specifics of the three viable financing proposals received and noted that the proposal from Sunstream Energy was the one that would best fit the borough’s needs.
- **Verizon Franchise Agreement** – Attorney Cohen has done his best to negotiate the franchise agreement with Verizon that must be approved by Council.
- **Multi-Municipal Agreement** – The North Hills COG legal counsel has drafted a multi-municipal cooperation agreement for the participating municipalities to consider. Mr. Junker suggested that at some point the COG should look into how this would work from an insurance perspective, especially if there was an employee injury.
- **Upgrade to Meeting Room Sound System** – Council had previously discussed, and a revised proposal was received. The proposal of \$10,995.00 would include the design and installation of new equipment to replace the very old existing sound system. The new equipment would allow for the expansion of the sound system in the future.

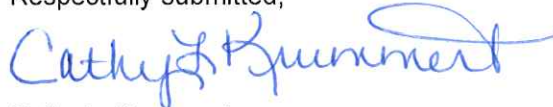
**REPORTS FROM COUNCIL MEMBERS**

- Mayor O'Keefe – Mayor O'Keefe stated that during his Pennsylvania State Mayors Association meeting there was an indication that Pennsylvania Act 106 would have some impact on municipalities. Mr. Junker noted that it is an amendment to the Vehicle Code directed to personal delivery devices. The Act would allow municipalities to impose regulations on municipal owned streets with some limitations. This could be something to give to the Technology Advisory Committee for review. The Mayor also thanked the staff for providing their monthly written reports.

**EXECUTIVE SESSION** – An executive session was held to discuss Police sick time, a COVID-19 personnel matter, a personnel matter and the Gray litigation.

As there was no further business, the meeting adjourned at approximately 10:30 p.m.

Respectfully submitted,



Cathy L. Krummert  
Borough Secretary