

**BOROUGH OF GREEN TREE
COUNCIL MEETING
MARCH 4, 2024**

Call to Order / Moment of Silence / Pledge of Allegiance

Green Tree Borough Council met on Monday, March 4, 2024 at 7:30 pm in the Sycamore Room of the Green Tree Municipal Center, 10 West Manilla Avenue, Pittsburgh, PA 15220.

ROLL CALL

Members Present:

Arthur Tintori, President
Shannon Barron
David Rea
Craig Romanovich
Emily Schwartz
James Turocy

Also Present:

Kate Diersen, Esq., Borough Solicitor
Kim Beck, Stenographer

Absent:

Edward Schenck, Mayor
Ron Panza

APPROVAL OF THE MINUTES

February 5, 2024

Motion:

Mr. Turocy made a motion, seconded by Ms. Schwartz, to approve the February 5, 2024 minutes as presented.

Motion carried unanimously.

February 12, 2024

Motion:

Mr. Romanovich made a motion, seconded by Ms. Schwartz, to approve the February 12, 2024 minutes as presented.

Motion carried unanimously.

HEARING OF THE CITIZENS

Mary Ann Walsh – 1079 Tomaino Drive

Ms. Walsh thanked the Borough Manager for posting the Pool Manager position.

NEW BUSINESS

A. Finance and General Policy – Mr. Turocy

1. Motion:

Mr. Turocy made a motion, seconded by Ms. Barron, to ratify the actions of the Borough Manager in paying the February 2024 invoices from the General Fund totaling \$37,276.75; Sanitary Sewer Fund totaling \$741.65; Capital Projects Fund totaling \$23,369.51; Payroll Account totaling \$212,399.81; Educational Service Agency totaling \$5,494.45; and Credit Card January 2024 totaling \$3,811.32.

Mr. Rea asked if the credit card statement was included on the bill sheet, as he was not able to find it. He said he could not vote on this without having being able to see these records.

Motion carried 5-1 with an abstention from Mr. Rea.

2. **Motion:**

Mr. Turocy made a motion, seconded by Mr. Romanovich, to approve payment of the March 2024 invoices from the General Fund totaling \$177,795.22; Storm Sewer totaling \$14,412.98; Sanitary Sewer Fund totaling \$10,508.59; and Capital Projects totaling \$15,371.48.

Mr. Rea noted that there were several change order refunds listed under the open invoices and asked if he could get clarification. Ms. Diersen stated that she would need to go through each individual invoice to verify, but she believed they were all settlements for tax assessment appeals. She explained that there have been several appeals for tax years 2022 and 2023 that have been recently granted, both for commercial and residential properties. Mr. Tintori asked if it was common practice to make those changes in January or February. Ms. Diersen said that it was determined on a case-by-case basis, and the county has been slow with issuing their decisions on assessment appeals this year.

Mr. Rea noted an open invoice for the Pittsburgh Post Gazette and asked if there was overlap, as Council had recently voted to use the Pittsburgh Tribune Review (Trib) as their legal advertiser. Ms. Barron stated that she believed there was some overlap from the recent change. Mr. Rea asked why Council had voted to change the Borough's advertiser and whether the Trib was in circulation in this area. Ms. Schwartz explained that the Borough will be using a local newspaper that is produced by the Trib, and that this local newspaper is in circulation within the Borough. She said that the Pittsburgh Post Gazette has not been as consistent with publication which is why Council voted to use the Trib.

Mr. Rea stated that there was an open invoice for a Borough employee that was transported by Scott Township EMS. He asked if Scott Township participated in MRTSA. Ms. Barron said that she believed Scott Township had their own ambulance service, but she was not sure on the details of this specific invoice.

Motion carried unanimously.

3. **Authorize Borough Manager to lien the 2023 unpaid real estate taxes**

Motion:

Mr. Turocy made a motion, seconded by Ms. Barron, to authorize the Borough Manager to lien the 2023 unpaid real estate taxes.

Mr. Rea noted that the list of unpaid real estate had been made public for the first time. He said that he did not know if it was made public by accident, but that he was disappointed that the Borough had done it.

Motion carried unanimously.

4. **Ordinance #1895**

Setting hourly wage and benefits for the Special School Police employees

Motion:

Mr. Turocy made a motion, seconded by Mr. Romanovich, to pass Ordinance #1895, setting hourly wages and benefits for the Special School Police Borough employees.

Roll Call Vote:

Mr. Turocy	Yes
Ms. Barron	Yes
Mr. Rea	Yes
Mr. Romanovich	Yes
Ms. Schwartz	Yes
Mr. Tintori	Yes

Motion carried unanimously.

B. Public Facilities – Ms. Barron**1. Scheduling Workshop Meeting****Motion:**

Ms. Barron made a motion, seconded by Ms. Schwartz, to schedule a workshop meeting on Monday, April 8, 2024 at 7:00pm with the Aquatic Facility Architect for the presentation of the Wilson Pool core boring results as well as recommendations for reconstruction/renovation of the pool facility.

Ms. Barron explained that this meeting was scheduled as an informative session for Council discussion and public questions, but there will not be a vote. This meeting is a highly specific conversation about the current state of the pool facility and future construction.

Motion carried unanimously.

C. Recreation Programming & Community Welfare – Mr. Panza

In Mr. Panza's absence, Mr. Rea read the following motion:

1. Reappointments to the Recreation and Community Activities Board**Motion:**

Mr. Rea made a motion, seconded by Ms. Barron, to appoint the following to fill the unexpired terms on the Recreation and Community Activities Board: Katie Konchar for the term to expire on March 1, 2025; and Swati Banerjee for the term to expire on March 1, 2027.

Motion carried unanimously.

MAYOR'S REPORT

In Mayor's Schenck's absence there was no Mayor's Report at tonight's meeting.

COMMITTEE CHAIR REPORTS**A. Finance and General Policy – Mr. Turocy**

1. The Finance and General Policy committee is finalizing a master fee and fine schedule for the Borough. Mr. Turocy hopes to have this finalized for next month's Council meeting. The pool and Summer Recreation fees should also be finalized and ready for submission for the next meeting.
2. The Borough has submitted letters to State Representative Dan Deasy and Senator Wayne Fontana to gain support for pending grant applications.
3. The Borough's personnel handbook is in the process of being upgraded. The Finance and General Policy committee hopes to have this finalized and present it to Council in the near future.

4. Mr. Rea asked for a status update regarding the peer reviews. He said that he had submitted the Public Safety report in October. Ms. Barron stated that hers is complete. Mr. Romanovich said that he should have his completed and sent for review tomorrow. Mr. Rea asked if the Borough Manager had established a plan for moving forward with Council's recommendations. Mr. Tintori said that Mr. Rea would need to speak with the Borough Manager to discuss this.
5. Mr. Rea asked why the Solid Waste fund had been eliminated from the budget. Ms. Barron stated that she could not speak to that particular fund, but that the budget had been realigned two years ago to meet best practices. She said that she did not believe any funds were necessarily removed but moved into the General Fund. Mr. Rea stated that the Borough used to have a fund that was directly used to pay Waste Management, and that the Borough will most likely see escalating costs when this contract expires in 2027.
6. Mr. Rea asked for an update regarding the resolution for Executive Sessions that Ms. Diersen had drafted. Mr. Turocy stated that the committee was in the process of reviewing this resolution. He asked Mr. Rea to send him an email so he could review this further and give him more information.
7. Mr. Rea explained that in the past, the Borough has adjusted their threshold for competitive bidding based on changes to the budget. According to the Charter, the amount should be a quarter of 1% of the overall budget, which would put the threshold at around \$16,000 as opposed to the current \$23,000. Mr. Rea stated that the Charter does not require the Borough to make this adjustment, but it has always been done in the past. He asked Council if they were okay with keeping the higher threshold, or if they would want to consider lowering it to match the quarter of 1% of the current budget. Mr. Romanovich recommended that Council do research on this to determine if lowering the current threshold would limit the number of bids received on projects.

Ms. Diersen stated that municipalities that do not address the threshold as a Home Rule entity follow the State Borough Code, which is updated every year. The current thresholds are as follows: a project under \$12,600 requires no bidding; a project between \$12,600 and \$23,200 requires three telephone and/or written bids; and any project over \$23,200 requires a formal bidding process. The Borough's current threshold is comparable to the State Borough Code. Mr. Rea stated that he believes the Borough should continue following the Charter and lower the threshold to match the quarter of 1% of the budget, as has been done in previous years.

8. Mr. Rea stated that he had gotten several emails from residents regarding an expense reimbursement check that was discussed during the January Council meeting, asking why Council had voted on two payments for the same person. He explained that the first payment had been rescinded and voided. The second, adjusted payment that was voted on at the following meeting was the one that was approved and sent to the employee.
9. Mr. Rea asked if there were any updates regarding credit card payments on the website. Mr. Turocy stated that he did not have any updates at this time.

B. Infrastructure – Mr. Romanovich

1. The Borough is currently working on a Holiday Drive storm management project. The amount of work that will be completed is dependent on grant funding. Mr. Romanovich has contacted Representative Deasy and other state legislators to try to secure funds.
2. The Rain Garden has been completed and is awaiting final inspection.
3. The varsity basketball team for Guardian Angel Academy played in the Diocese Championship on Saturday. Mr. Romanovich congratulated the team on being runners up in the championship.

C. Planning and Zoning – Ms. Schwartz

1. Ms. Schwartz attended the Planning Commission meeting last week. The Planning Commission is working diligently on finalizing the Comprehensive Plan.
2. The Planning Commission elected their 2024 officers: Mr. Al Erwin as Chair, Ms. Jessica Swiech as Vice-Chair, and Ms. Christine Short as Secretary.

D. Public Facilities and Equipment – Ms. Barron

1. The Borough Manager has recently met with the Borough Engineer to develop specifications for making the restrooms in the Municipal Center ADA compliant. Ms. Barron stated that this is likely to be a late spring or early summer project.
2. Rook Park is set to undergo targeted improvements in 2024. The Borough is currently working with the Commonwealth of Pennsylvania's Cooperative Purchasing Program (COSTARS) for the procurement of new playground equipment. The Borough plans to utilize the Public Works staff for as much of the work as possible in order to minimize outside labor expenses. The completion of this project is dependent on the availability and delivery of the new equipment. Updates on this project will be provided at Council meetings, online, and on physical signs at the park.
3. The Green Tree Public Library and Green Tree Garden Club are hosting their annual Candy Weber Easter Egg Hunt on Saturday, March 23. This will be the second year that the celebration has been named after long-time library volunteer, Ms. Candy Weber. Ms. Weber stuffed thousands of Easter eggs during her years of volunteering.
4. The Green Tree Garden Club is hosting their third annual Spring Festival at the Municipal Building and the Fire Hall on Saturday, May 11. They will be having a plant sale, flea market, craft and vendor show, basket raffle, bake sale, children's activities, and a café. They are currently looking for cash donations and basket raffle items.
5. Mr. Rea asked for an update on the Historical Society. Ms. Barron stated that the Historical Society has approached the library board for possible help with digitizing their items, but no plans have been made at this time.

E. Public Safety/Public Safety Equipment – Mr. Rea

1. The Public Safety Committee met with the Green Tree Volunteer Fire Company last month and had a very productive meeting. The Fire Company is very appreciative of the support of the Borough. There are a couple of minor issues that were brought up at this meeting that the committee is currently following up on to ensure that the Fire Company has everything necessary to keep our Borough safe.
2. The Borough is moving forward with the Police Officer hiring process. They are currently in the background check and polygraph test phase, which is expected to be completed within the next two weeks.
3. The Civil Service Commission has recommended a Sargeant's Promotional Exam that will be administered to candidates in April.
4. There is an opening on the Civil Service Commission for an alternate member. Any interested residents should submit their application online.
5. At the last Public Safety committee meeting, Mr. Rea, Mr. Turocy, and Mr. Romanovich agreed that it was important for Council to meet for an Executive Session prior to April's Council meeting to discuss personnel matters. Mr. Tintori said that he would speak with the Borough Manager tomorrow and get a meeting scheduled within the next few weeks.

F. Recreation Programming and Community Welfare – Mr. Panza

In Mr. Panza's absence, Mr. Rea gave the Recreation Programming and Community Welfare report.

1. The Recreation Programming and Community Welfare committee will be meeting prior to the Aril Council meeting to discuss pool admission fees.
2. Mr. Panza indicated that the previously discussed open invoice for Scott Township EMS was due to a Green Tree police officer that was involved in an incident and transported via ambulance last year.

PRESIDENT'S REPORT – Mr. Tintori

- A. The Spring newsletter has been distributed. There is a lot of great information about the events happening in the Borough.
- B. The new Green Tree Connect app has been sending out weekly notifications and emails regarding events in the Borough. Mr. Tintori encouraged all residents to sign up for the app, so they are able to receive this helpful information.

MANAGER'S REPORT – Ms. Miller

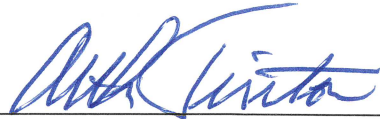
In Ms. Miller's absence there was no Manager's Report at tonight's meeting.

ADJOURNMENT

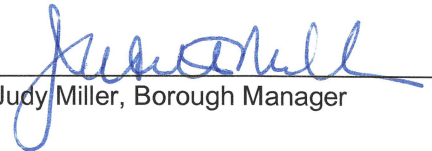
Motion:

Ms. Schwartz made a motion, seconded by Ms. Barron, to adjourn the meeting at 8:14pm.

Motion carried unanimously.



Arthur Tintori, President



Judy Miller, Borough Manager