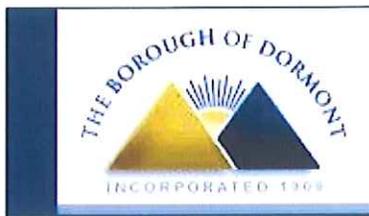


**AGENDA MEETING  
DORMONT BOROUGH COUNCIL  
SEPTEMBER 24, 2012**

1. Executive Session 6:00PM
2. Call to Order 7:00PM
3. Registered Comments from the Public
  - A. Remarks from candidates for vacant Council seat.
4. Comments from the Public on Agenda Items
5. Comments from the Mayor
6. Council President's Report
7. Consent Agenda
  - A. Motion to accept the written report of the Borough Solicitor.
  - B. Motion to accept the written reports of Borough Officials.
  - C. Motion to approve the Minutes of the September 4, 2012 Council Business Meeting.
  - D. Motion to approve the Warrant List for September, 2012.
  - E. Motion to approve award of bid to Jet Jack, Inc. in the amount of \$158,025 for the SHACOG O&M Preventative Maintenance Project – Year 2. The Borough's share of this will be \$11,792.42.
8. Action Items
  - A. **Accept Resignation of Alyssa Cunningham** – Motion to accept the resignation of Alyssa Cunningham as Clerk/Receptionist effective September 21, 2012 – Finance and Legal Committee – Onnie Costanzo, Chairperson
  - B. **Approval of Clerk/Receptionist Hiring** – Motion to approve the hiring of Diana Larson as Clerk/Receptionist at a salary of \$22,593.88 – Finance and Legal Committee – Onnie Costanzo, Chairperson
  - C. **Approval of Laborer/Driver/Equipment Operator Hiring** – Motion to approve the hiring of Daniel Amman as Laborer/Driver/Equipment Operator at a salary of \$38,542.40 – Finance and Legal Committee – Onnie Costanzo, Chairperson
  - D. **Approval of Police Union Contract** – Motion to approve a three year contract with the Dormont Police Association – Finance and Legal Committee – Onnie Costanzo, Chairperson



- E. **Purchase of Shirts for the Recreation Board** – Motion to approve the expenditure of \$230.56 for shirts for the members of the Recreation Board – Community Affairs/Recreation Committee – Valerie Martino, Chairperson
- F. **Approval of Residential Handicap Parking Spaces** – (1) Motion to approve a residential handicap parking space at 3228 Gaylord Avenue. [T&PPC Recommended Disapproval] (2) Motion to approve a residential handicap parking space at 1405 Tolma Avenue. [T&PPC Recommended Approval] (3) Motion to approve a residential handicap parking space at 1205 Illinois Avenue. [T&PPC Recommended Approval] – Public Safety/Public Service Committee – Joan Hodson, Chairperson
- G. **Approval to Hire Separate Code Enforcement Official** – Motion to authorize the Borough Manager to advertise for a Code Enforcement Official as outlined in the staff report. – Finance and Legal Committee – Onnie Costanzo, Chairperson
- H. **Approval of Purchase of Computer Backup System** – Motion to authorize the Borough Manager to purchase backup hardware and software from Barracuda for \$2,948 and annual maintenance costs of \$1049 starting in 2013 – Finance and Legal Committee – Onnie Costanzo, Chairperson
- I. **Acceptance of Minimum Municipal Obligation for 2013** – Motion to accept the Minimum Municipal Obligations for the Police and Non-Uniformed Pension Plans of the Borough – Finance and Legal Committee – Onnie Costanzo, Chairperson
- J. **Approval of Computer Purchase for Recreation Director** – Motion to authorize the Borough Manager to purchase a new computer for the Recreation Director at a cost not to exceed \$700 – Finance and Legal Committee – Onnie Costanzo, Chairperson
- K. **Approval of Website Upgrade Package** – Motion to authorize the Borough Manager to enter into agreement with GovOffice to upgrade the Borough’s website at a cost of \$1,200 – Finance and Legal Committee – Onnie Costanzo, Chairperson
- L. **Approval of Temporary Use Sign for AARP** – Motion to approve the placement of a temporary sign on the Borough’s tennis courts by the AARP from October 2, 2012 to October 21, 2012 – Community Affairs/Recreation Committee – Valerie Martino, Chairperson

9. Discussion Items

- A. **Update on West Liberty Avenue Redevelopment** – Borough Manager
- B. **Update on Union Negotiations** – Borough Manager
- C. **Update on Storm Water Engineering RFP** – Borough Manager
- D. **Update on Voelkel Avenue Traffic Calming** – Borough Manager

10. Public Comment

11. Miscellaneous Items

12. Adjournment

**Jeffrey J. Fabus**  
2959 Espy Ave.  
Dormont, Pa. 15216  
412-726-5740  
[fabusjj@upmc.edu](mailto:fabusjj@upmc.edu)

**Objective** - To be considered to fill the vacant seat on Dormont Council

As a member of Dormont Council I would weigh every decision very carefully keeping in mind not only how those decisions would affect our borough today but how it would affect our borough in the future.

I believe that as a member of council it would be my responsibility to work with other council members, the mayor, borough management, the residents, police and fire departments to ensure fiscal responsibility within the borough, build trust in the community we serve, ensure the safety of our community and work with the citizens to help grow Dormont.

I understand the time commitment for such a position can and will be significant. As I am no longer coaching baseball or football I believe that I will have the time to devote to this position and give it the attention it will require to be successful. I will still have my DABA Duties and I would still like to participate on the Rec Board as I feel this is an important committee that can do more to promote Dormont resources and its residents.

**Experience**

Member of Dormont Recreation Board – 2012

Member of the Dormont Athletic Boosters Association 1996 – Presently Vice President

Past History:

President (6 Years)

Vice President (1 Year)

Commissioner and Coach of Baseball ) Commissioner and Coach of KOA Youth Football

League representative for KOA Football (10 Years)

During my time with DABA I have had the opportunity to work with Dormont Council and Borough Management and have built an excellent report with parents within the community. As an officer I am responsible for overseeing meetings and helping to organize events and fundraisers.

**Skills & Strengths**

Excellent Organization Skills

Patience

Leadership Skills

Team Player

Microsoft Office Suite, Excel, Word and Power Point

**Employment**

UPMC Health System – Supply Chain Management      1987 – Present

**Education**

Keystone Oaks High School

Graduated June 1977

**Personal**

I have lived in Dormont for close to 40 years. I am a father of 5 and grandfather of two. Through my years of employment at UPMC and DABA I understand the importance of building relationships with individuals and how important it is to treat all individuals with the proper respect. I believe Dormont has much to offer its residents and am proud to say that all 5 of my children are making Dormont their home as well.

## Borough Issues to Address – Jeff Fabus

**Short Term** – I believe the best way to promote our community is through our employees. I would suggest we work to improve the overall moral of the employees of the borough while also ensuring they understand that we are all in this together and that it is everyone's responsibility to work to keep our costs as low as possible.

Promote the positive things that happen in Dormont. With the rise of the Dormont Brookline Patch, I have noticed the Dormont Police Report on a monthly basis. We need to counter the negative publicity we get from those reports with positive experiences taking place in our community. Example, the speed bump put in place on Dormont Ave. This will slow down traffic and improve safety for our youngest residents. I think we also need to add these bumps on other streets to slow down the commuters who use Dormont as a cut through on their way to and from work. Belrose, Espy and Dell Ave. would be the first streets on the list.

Ensure Public Safety by providing continuing education for our Police and Fire Department members to ensure these individuals are well trained to handle any situation and at the end of the day they can go home to their family.

Dormont News Letter – One of the things I would like to see in the Dormont Newsletter is a section for local businesses. Work with Keystone Oaks and secure some students who want to be journalists and have them write a one or two paragraph article on a few businesses in Dormont and promote them in the newsletter. One month could be devoted to the Pizza shops around Dormont. Another could be about private businesses.

**Long Term** – In order to remain a strong community I believe it is important that we become and remain fiscally solvent. Dormont is one of the few communities in the state that does not collect a business privilege tax, leaving the tax burden to fall squarely on the residents of this community. If we are able to reduce taxes to the residents I believe we will be able to attract more young families to the borough and **keep our residents here**. We also need to work with the KO School District to get their house in order so that their tax rates can be reduced as well.

Walking the streets of Dormont for the past few months I have firsthand experience of the poor conditions of some of our roads and sidewalks. We need to find the money to maintain the condition of our roads and repair/replace those that need it most. Along those lines, we need to hold utility companies responsible for repairing roads to their previous condition after work has been done.

We need to find a way to encourage residents and businesses to keep their sidewalks in good repair. I would suggest a monthly contest. Have the resident submit a photo of their sidewalk or driveway in disrepair and if it is corrected, they are entered in to a drawing where the prize could be a grant to do additional work on their property. Everyone wins.

Parks and Recreation – Two of our best assets in Dormont are Dormont Park and Dormont Pool. Although I am not a fan of keeping the pool in its present condition we should try to promote it as much as possible to increase use. This past year while working on the Recreation Board and in conjunction with DABA, we held a Jr. Olympics event that took place in Dormont Stadium and Dormont Pool. I have also suggested we bring back the 4<sup>th</sup> of July swim races and look into a Dormont Triathlon event, swim, bike and run the streets of Dormont.

At one point there was a Dormont Park Plan that looked into ways to make changes to our Park to encourage more people to utilize it. We may want to look into forming a committee to review and update those plans then find a way to fund any changes.

Get residents involved – Somehow we need to get more residents involve within our community to make it a better place for all of us. There are a lot of good people in this community and we need to rally these individuals to all work for the common good of the community.

September 19, 2012

Jeff Naftal  
1444 Hillsdale Avenue  
Borough of Dormont, PA 15216

RE: Council Application

Dear Jeff,

I moved to Dormont with my wife Lisa in June of 2011 from Los Angeles, California (where I was raised). My wife grew up about 60 miles south of Dormont in Hopwood, PA. We were attracted to Dormont and purchased a home at 3246 Waltham Avenue for several reasons including:

- The proximity to a walkable downtown business and cultural district framed by scenic shoreline.
- The affordable home prices, allowing our family to absorb business risk as we propel forward into new ideas and personal goals.
- Our neighborhood and sense of community among its residents.

As we began to establish our roots in Dormont, my wife and I made a point to engage in community activities including my regular attendance at Council meetings. Although the first few months were a little concerning, I am pleased at the perceived progress and civility of the current members. I would like you to consider adding me to the team.

My background is in financial services; I have attached my resume for informational purposes. You will note that I am currently self-employed allowing for flexibility within my work schedule. When I am on assignment (short or long-term) I keep standard working hours and would be available in evenings and weekends.

Based on my perception, there are a few areas of concern that I believe I can uniquely assist with:

- We clearly have to address the viability and sustainability of our borough from a financial perspective. We need to forecast our future based on the current scenario and collectively brainstorm alternatives.
- We need to consider our business district and how we partner with business owners to improve its aesthetic and patronage.
- We need to find creative ways to engage our residents and business owners.
- We need to continuously address the quality of life within the borough. This category includes areas such as traffic, recreation, education, etc.

I recognize these are broad strokes of large issues, each containing a unique set of complexities. Admittedly, I lack experience in city planning and/or politics. However, I believe my household is a picture of Dormont's future and my professional history and life scenario would add value to you, Council and our borough.

Respectfully yours,



Matt D. Hamilton  
(562) 505-4692

# Matthew Dane Hamilton

3246 Waltham Avenue, Pittsburgh, PA 15216; (C) 562.505.4692; basherhamilton@yahoo.com

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## PROFILE

Diversely experienced and performance-oriented financial services professional seeking a position with a dynamic and fast paced firm that offers opportunities for growth and advancement. Effective communicator and goal oriented multi-tasker, with a skill set that includes business development, operations, customer service, compliance supervision, management, consulting, recruitment, transitions, trading, call center leadership, training, and program creation.

## EXPERIENCE

BEST Advisor Program, LLC *Co-Founder, Lead Appraiser and Coach* *02/12 – present*  
Pittsburgh, PA

- Created a unique business evaluation tool to analyze and assess the fair market value of a financial services practice
- Developed and implemented twenty-five training modules to address the needs of a financial services practice
- Implemented the comprehensive solution to an inaugural class of five financial professionals on track to collectively increase sales production by 30% and recurring revenue by over 35% within twelve months.

Financial Network Investment Corporation *Financial Advisor and Securities Principal* *06/11 – 08/12*  
Pittsburgh, PA

- Helped 30 families coordinate their life goals and successfully retire by allocating over \$8million of investable assets
- Authored and delivered seminars to over 200 land owners with Marcellus Shale opportunities
- Authored and delivered seminars to over 300 local heroes (firefighters and policemen)
- Supervised the compliance activities (trades, client communications, etc.) of 98 Registered Representatives and Advisors

Financial Network Investment Corporation *Director of Region Development* *02/10 – 05/11*  
El Segundo, CA

- Created a scalable recruiting process across 35 national organizations representing over \$250million of annual gross revenue
- Created and implemented a train-the-trainer program for 35 executive managers of over 2,000 financial advisors
- Managed project to adapt contact management software to facilitate lead generation and pipeline management
- Led project to recruit new organization with over \$5billion of investable assets and 400 sales representatives
- Negotiated new advisor contracts
- Managed the Transitions Department
- Increased total recruited revenue by 25%

Securities America Incorporated *Western Regional Director* *01/09 - 1/10*  
El Segundo, CA

- Created a growth program for existing branch managers; subsequently the Western Region established new company records for annual revenue and newly acquired clients.
- Built a pipeline of prospective representatives with over \$48million of annual revenue
- Established over \$16million of newly committed revenue to the firm
- Transitioned over \$4.8million of new revenue in 2009

Morgan Peabody Incorporated  
Sherman Oaks, CA

*Vice President, Head of Business Development 04/08 – 10/08*

- Developed and implemented a value proposition to service and attract financial services professionals
- Planned and implemented lead generation events to create a pipeline representing \$14million of new revenue
- Negotiated the sale of Morgan Peabody to Securities America

Financial Network Investment Corporation  
El Segundo, CA

*Director of Field Development*

*08/07 – 03/08*

*Recruiter*

*08/06 – 08/07*

*Lead Resource Center Specialist*

*01/05 – 08/06*

*Trading Specialist*

*06/03 – 01/05*

*Operations Specialist*

*08/01 – 06/03*

- Designed and implemented a national train-the-trainer program
- Directly contributed to the recruitment of over \$45million of new revenue
- Frequently requested speaker for field offices, regional education meetings and national conferences on a variety of topics including technology, operations optimization, marketing, and lead generation
- 2007 delegate for the United States business unit in Amsterdam at the ING World Ring Days
- 2006 Employee of the Year

**PROFESSIONAL & CIVIC DESIGNATIONS**

- FINRA (NASD) Series 7, 63, 65 and 24
- Life, Accident, and Health Agent (PA)
- Member of the American Society for Training and Development (ASTD)
- Veteran of the United States Army

**Ryan M. Kelley**  
2826 Voelkel Ave.  
Pittsburgh, PA 15216  
Home: (216) 789-5535  
ryan.m.kelley@gmail.com

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### RELATED PROFESSIONAL EXPERIENCE

- UPMC, ISD Help Desk, Pittsburgh, PA** 9/2011-Present  
**Corporate Help Desk Analyst**
- Provide first level support for clients experiencing mainframe and/or PC hardware or software problems
  - Troubleshoot and document client problems and requests; escalating problems when necessary
  - Awareness of major obstacles to computer accessibility, and informing appropriate managers and key clients of problems which affects a large number of clients
  - Monitors interfaces
  - Assisted in the creation/editing of the Help Desk Training Manual
- UPMC, Hillman Cancer Center, Pittsburgh, PA** 10/2010- 9/2011  
**Research Data Coordinator**
- Collects and inputs research information into sponsor and UPCI electronic data capturing systems
  - Assists research personnel in collecting and verifying information related to protocol management
  - Obtains medical records, laboratory, radiology, and pathology reports and other documents as required
  - Retrieves current and retrospective data on an ongoing basis, for assigned studies
  - Responsible for maintaining research records
- Meme Sağlığı Dergisi – The Journal of Breast Health, Ankara, Turkey** 4/2009- 10/2010  
**English Consultant**
- Edit academic papers for publication.
  - Teach English to the doctors involved in the projects.
- UPMC, Magee-Womens Hospital, Pittsburgh, PA** 8/2008- 10/2010  
**Administrative Assistant**
- Fix general computer/electronic problems and maintain a webpage I created and update:  
<http://researchingbreastcancer.blogspot.com/>
  - Create spreadsheets, word documents, and power point presentations.
  - Coordinate office correspondence, dictation, and patient contact.
  - Spearheaded online IRBs, CME, and grant submission and record keeping with IRB approved research.
  - Revamped the patient assessment form and launched it electronically for patients.
- HIGHMARK, INC., Pittsburgh, PA** 7/2007- 7/2008  
**Customer Service Representative**
- Trained for handling incoming calls regarding member and provider questions.
  - Able to send out mail regarding members questions.
  - Researched providers and members questions in multiple databases.
- GREATER CLEVELAND COUNCIL, B.S.A., Cleveland, OH** 5/2007 – 7/2007  
**Project C.O.P.E. Director**
- High ropes director for Beaumont Scout Reservation.
  - Facilitated initiative games that built upon the eight goals of Project COPE.
  - Supervised teambuilding exercises.
  - Coordinated several staff members and participants on the high ropes course.
- CASE WESTERN RESERVE UNIVERSITY, Cleveland, OH** 4/2005 – 5/2007  
**Veale Athletic Facility – Rock Wall Manager/Instructor**
- Responsible for coordinating all operations of the Rock Wall facility.
  - Coordinated resources and staff to effectively service the facility's customers.
  - Supervised and trained staff numbering from three to ten.
  - Assisted in the training of students, other instructors and teachers.

- Frances Payne Bolton School of Nursing – Student Service Office Assistant** 1/2004 – 5/2007
- Demonstrated administrative expertise in telephone and personal reception, supply purchasing, file management, equipment repair coordination, and maintenance of corporate account statements.
  - Designed queries and reports in various programs as well as scheduling rooms and appointments for professional staff and professors.
  - Helped facilitate and run projects and ceremonies under the direction of the office manager.

- Resident Assistant** 10/2004 – 5/2005
- Designed programs for residents oriented towards forming a sense of community and pride.
  - Ensured the safety and security of the residential hall.
  - Provided advice and counseling to residents.

- School of Arts and Science- History Department - Department Assistant** 9/2003 – 12/2003
- Provided support to the School of Arts and Science
  - Assisted professors with grading, research, and related work.
  - Clerical and filing duties.

- J & M TREE SERVICES, Mount Gilead, OH** 5/2005 – 8/2005  
**Cub Scouts Assistant Program Director – BSA, Ashland, Ohio** 6/2003 – 9/2003  
**Lifeguard – Shelby YMCA, Shelby, Ohio** 4/2002 – 6/2003  
**Cub Scouts Assistant Aquatics Director – BSA, Ashland, Ohio** 6/2002 – 8/2002

**EDUCATION**

- Case Western Reserve University, Cleveland, Ohio** 2003 – 2007
- Bachelors of Arts in Political Science.
  - Bachelors of Arts in History
  - Minor in Photography

**PROFESSIONAL DEVELOPMENT**

- Windows Operating System: XP Professional, Vista, and Windows 7
- MS Office Software 2003, 2007, 2010
- HTML, XHTML, and JAVA Programming languages
- EPIC, Spheris, PeopleSoft, Adobe Software
- Certified in CPR (Adult/Infant)
- Nationally Certified COPE Director, BSA
- Act 32 and Act 33 Clearances
- Head of morale committee for Clinical Research Services at Hillman
- President of the Pittsburgh Zeta Psi Regional Alumni Chapter
- Dormont Borough's Representative for the Cable TV Review Board for SHACOG
- Member of the Dormont Shade Tree Commission

**PROFESSIONAL REFERENCES**

- Donnell Blackwell, Senior PC Consultant, Magee Womens Hospital 412-877-0158
- Josh Phelps, President of Capital BioPharma/ Clinical Research Associate 202-330-2996
- Gretchen Ahrendt, MD, Associate Professor of Surgery, Breast Surgery Section Chief, Division of Surgical Oncology, Director of Surgical Breast Services Magee Womens Hospital. 412-641-1447
- Sharon Zanotto, Director of Operations, Dept. of Urology 412-692-4083
- Dean Guerrieri, UPMC Help Desk Team Lead. 724-494-8223

# MARY ANDRIKO, ESQ.

1123 Peermont Avenue • Pittsburgh, PA, 15216 • Phone: 412-508-4989 • E-Mail: mary.andriko@gmail.com

September 20, 2012

Jeff Naftal  
1444 Hillside Avenue Suite 10  
Pittsburgh PA 15216

RE: Dormont Borough Council Opening

Dear Mr. Naftal,

Please accept this letter as a formal letter of interest in the open seat for Dormont Borough Council.

I have been a resident of Dormont for six years, and believe that my experience in both real estate law and business, as well as my pragmatic approach to negotiations will prove to be useful in finding realistic and cooperative solutions to the issues we face as a Borough. Further, I am willing to invest the time needed to ensure the Borough's goals are reached by committing a minimum of 20 hours a month to serving.

In order to succeed as a Borough, in the short term we should be looking at ways to foster an environment of cooperation between Council, the Mayor, and Borough Employees, as well as ways to engage the community at large to dedicate and donate their time and abilities toward keeping the Borough clean and respected. I would like to see more promotion of local business owners so that residents are aware of the wealth of needs our community serves at the social and commercial level.

In the long-term, we need to work toward creating infrastructure that will make Dormont not only a great place to live, but also a destination—this includes both increasing (and enforcing) new parking solutions and working with PAT to reinstate the Kelton neighborhood trolley stop and increase bus routes.

Additionally, I believe the Borough must continue to foster small business development to continue to improvement at the street level, with an emphasis on grants to small businesses to allow them to keep storefronts and sidewalks maintained. Such urban renewal plans are essential to any small community, and Dormont should capitalize on its unique position of being a very urban location with a strong residential base.

I look forward to your consideration and the opportunity to serve the community.

Mary Andriko, Esq.

20 September 2012

Dear Mr. Naftal,

I am writing to indicate my interest in the vacated seat on the Dormont Council Borough. I have been interested in this position because of my education in politics and history while obtaining my bachelor's degree at Case Western Reserve University. I also believe that the borough has welcomed me since I moved here 5 years ago, and I'd like to return the favor and help serve my community. I would be able to spend about 10 hours or so a week in my commitment to serve the borough.

While serving on the Shade Tree Committee this year, I know that the long term project of removing and replacing trees in Dormont Park will take several years to complete. I also believe that the borough could benefit by finishing a traffic pattern analysis and where suggested, place different forms of traffic slowing, while also taking into consideration the businesses and residents input on how it may affect those groups.

For the short term, the borough really needs to get the Passive Park finished, and post signs in the new parking lot that it is for the park only. I would also like to see the Dormont section of McNeilly Road paved, not just patched. Last but not least, I'd like the borough to complete the signage of roads and attractions within the borough that people passing through (or new residents trying to find their way) may not know about or how to get to them.

I would also like to thank you Mr. Naftal, along with the other members of Council taking your time to read this and consider me for the open position on the Dormont Borough Council. I have also attached separately my resume.

Sincerely,

Ryan Kelley

2826 Voelkel Ave.

216-789-5535

## Jeffrey Naftal

**From:** Drew Lehman [dlehman@kmb.konicaminolta.us]

**Sent:** Friday, September 21, 2012 3:58 PM

**To:** Jeffrey Naftal

**Subject:** Open Council Position

Mr. Naftal and all Council,

I would like to be considered for the Council position made open by the resignation of Laurie Malka. I have experience as a councilman having served four years as an elected councilman between January 2008 and December 2011. This fact by itself does not prove my competency to join with you all serving the people of Dormont though. What actions I took during those years does

however make me a solid candidate.

Before serving on council I volunteered many hour for various causes within the borough

- Coaching my kids and others in baseball, softball and soccer though DABA
- Twice a year litter campaigns with John Maggio,
- Raising money for Friends of Dormont Pool
- Supporting various fund-raisers for the Dormont Elementary PFO by providing free graphic and print shop services.

Upon my election to council I took my position very seriously. Going to every meeting possible, only missing meetings when I was out of town. Holding monthly committee meetings as Chair of Recreation and Community Affairs. Thinking always of ways to improve our town through grants (Sprout Fund mural on West Liberty Ave, Passive Park grant to beautify a borough owned parcel that had been neglected for many years and the Allegheny Together grant that will have a lasting, positive impact on our business district for years to come). Through all of the tough decisions that we as a council had to make I always had the whole communities best interest in mind. I was elected to serve as the voice of the people of Dormont and I never took that lightly.

Looking forward I will be able to donate the time necessary to fulfill the remaining term and responsibilities that come with it.

I see the Cochran issues as being both short term and long term, and I will be able to help with this moving forward.

Long term we will have to address the coming together of those in our community that want to help. Together these organizations will become stronger.

The TRID development is at the top of the list as far as long term goals of Community Development. I see things happening in Mount Lebanon and Bethel Park as public transportation developments and I see Dormont as a equal candidate for growth.

If appointed I will be looking forward and not at the past as I am eager to see our great community move towards a brighter future.

Thank you for your consideration,

Drew Lehman

9/21/2012



THE GATEWAY ENGINEERS, INC.

400 HOLIDAY DRIVE, SUITE 300  
PITTSBURGH, PA 15220-2727  
412.921.4030 PHONE  
412.921.9960 FAX

September 18, 2012  
C-55000-2012

[www.gatewayengineers.com](http://www.gatewayengineers.com)

**MEMO TO:** Dormont Borough Council  
**FROM:** The Gateway Engineers, Inc.  
**SUBJECT:** September Engineers Report

The following projects were investigated during the month of September 2012:

**C-55125-2012**            **Phase II Storm Water**

We submitted the NOI (Notice of Intent) permit application to DEP along with the required storm sewer maps, and TMDL narrative for the Saw Mill Run watershed by the September 14, 2012 deadline. We will be continuing the outfall testing processes, as well as working with the Borough to coordinate operations for complying with the TMDL plan.

**C-17749-1207**            **Feasibility Study Consent Order**

Draft Feasibility Study Reports were submitted July 31, 2012. It is anticipated that going forward the Engineers and Managers for the individual POCs will need to meet to continue to refine the alternatives and begin working through the cost allocation process. In addition, it is suggested that the Engineer, Manager, and Solicitor of Dormont begin to meet on a regular basis to begin to discuss the July 31, 2013 Final Report.

**C-55076-0006**            **Handicap Ramping Program – Phase 6**

This project is complete. We are working on closing the project out.

**C-55076-0007**            **Handicap Ramping Program – Phase 7**

The pre-construction meeting was held on September 18, 2012.

**C-55000-2012**            **CDBG Applications**

An application was submitted for the ADA Access project to Dormont Park.

**C-55122-1205**            **O&M Program Point Repairs – Year 1**

Work is underway by Soli Construction, Inc.

**C-55122-1215**            **Capital Lining Project**

The pre-CCTV inspection work is under way by Roto Rooter Services Company. The sewer lining should begin shortly.

**C-55122-1225**                    **Joint Municipal SHACOG Sanitary Sewer Lining Project – Year 6**

The work schedule will be developed shortly.

**C-55122-1201**                    **O&M Program Preventative Maintenance – Year 2**

Bids were received for the SHACOG O&M Preventative Maintenance Project – Year 2 on July 31, 2012. A detailed bid tabulation was presented to the Borough. The Borough's share of the bid is \$11,792.42.

**Recommended Motion:**    To approve award of the bid for Jet Jack, Inc. in the amount of \$158,025.00.

**C-55023-0003**                    **Traffic Calming**

We have completed working with the Borough on the Traffic Calming Policy. The speed hump has been installed on Dormont Avenue. The signage has been placed as well in accordance with the Traffic Calming Policy.

**C-55000-2012**                    **Mapping**

We are working with the Borough to update the Borough Offices' GIS system.

**C-55011-1201**                    **Liquid Fuels Updates**

We are working on the analysis of the street lengths. We are comparing vs. PennDOT records to ensure that proper Liquid Fuels funding is being received.



# GATEWAY

On Call. On Time. On Target.

THE GATEWAY ENGINEERS, INC.

400 HOLIDAY DRIVE, SUITE 300  
PITTSBURGH, PA 15220-2727  
412.921.4030 PHONE  
412.921.9960 FAX

September 18, 2012  
C-55000-2012

[www.gatewayengineers.com](http://www.gatewayengineers.com)

**MEMO TO:** Dormont Borough Council  
**FROM:** The Gateway Engineers, Inc.  
**SUBJECT:** September Engineers Report

The following projects were investigated during the month of September 2012:

**C-55125-2012**                      **Phase II Storm Water**

We submitted the NOI (Notice of Intent) permit application to DEP along with the required storm sewer maps, and TMDL narrative for the Saw Mill Run watershed by the September 14, 2012 deadline. We will be continuing the outfall testing processes, as well as working with the Borough to coordinate operations for complying with the TMDL plan.

**C-17749-1207**                      **Feasibility Study Consent Order**

Draft Feasibility Study Reports were submitted July 31, 2012. It is anticipated that going forward the Engineers and Managers for the individual POCs will need to meet to continue to refine the alternatives and begin working through the cost allocation process. In addition, it is suggested that the Engineer, Manager, and Solicitor of Dormont begin to meet on a regular basis to begin to discuss the July 31, 2013 Final Report.

**C-55076-0006**                      **Handicap Ramping Program – Phase 6**

This project is complete. We are working on closing the project out.

**C-55076-0007**                      **Handicap Ramping Program – Phase 7**

The pre-construction meeting was held on September 18, 2012.

**C-55000-2012**                      **CDBG Applications**

An application was submitted for the ADA Access project to Dormont Park.

**C-55122-1205**                      **O&M Program Point Repairs – Year 1**

Work is underway by Soli Construction, Inc.

**C-55122-1215**                      **Capital Lining Project**

The pre-CCTV inspection work is under way by Roto Rooter Services Company. The sewer lining should begin shortly.



**C-55122-1225**

**Joint Municipal SHACOG Sanitary Sewer Lining Project – Year 6**

The work schedule will be developed shortly.

**C-55122-1201**

**O&M Program Preventative Maintenance – Year 2**

Bids were received for the SHACOG O&M Preventative Maintenance Project – Year 2 on July 31, 2012. A detailed bid tabulation was presented to the Borough. The Borough's share of the bid is \$11,792.42.

**Recommended Motion:** To approve award of the bid for Jet Jack, Inc. in the amount of \$158,025.00.

**C-55023-0003**

**Traffic Calming**

We have completed working with the Borough on the Traffic Calming Policy. The speed hump has been installed on Dormont Avenue. The signage has been placed as well in accordance with the Traffic Calming Policy.

**C-55000-2012**

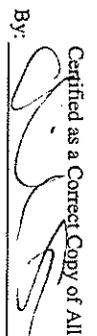
**Mapping**

We are working with the Borough to update the Borough Offices' GIS system.

**C-55011-1201**

**Liquid Fuels Updates**

We are working on the analysis of the street lengths. We are comparing vs. PennDOT records to ensure that proper Liquid Fuels funding is being received.

Certified as a Correct Copy of All Bids Received  
 By: 

**Joint Municipal SHAOCG O&M Preventative Maintenance - Year 2**  
 C-16251-0029  
 Dormont Borough

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	December 1, 2012		December 1, 2012	
						UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
						<b>BIDDERS</b>			
						<b>Bid Surety and Amount</b>			
						<b>Time of Completion</b>			
						December 1, 2012		December 1, 2012	
						10% Bid Bond		10% Bid Bond	
						5020 Thoms Run Road Oakdale, PA 15071		Lake County Sewer Co., Inc. 32900 Lakeland Blvd. Willowick, Ohio 44095	
						Jet Jack, Inc.		Robinson Pipe Cleaning Co.	
1	8" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	2,093	\$1.99	\$4,165.07	\$2.53	\$5,295.29	\$2.80	\$5,860.40
2	10" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	505	\$1.97	\$994.85	\$2.53	\$1,277.65	\$2.80	\$1,414.00
3	12" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$2.00	\$0.00	\$2.53	\$0.00	\$2.80	\$0.00
4	15" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$2.00	\$0.00	\$2.53	\$0.00	\$2.80	\$0.00
5	18" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$2.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00
6	21" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$1.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00
7	24" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$1.50	\$0.00	\$10.40	\$0.00	\$4.00	\$0.00
8	27" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$1.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00
9	30" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$1.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00
10	36 Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.		\$1.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00
11	42" Sanitary Sewer Preventative Maintenance	L.F.		\$2.00	\$0.00	\$10.40	\$0.00	\$5.00	\$0.00



**Joint Municipal SHACOG O&M Preventative Maintenance - Year 2**  
**C-16251-0029**

BIDDERS				Jet Jack, Inc. 5020 Thoms Run Road Oakdale, PA 15071	Lake County Sewer Co., Inc. 32900 Lakeland Blvd. Willowick, Ohio 44095	Robinson Pipe Cleaning Co. 2656 Idlewood Road Pittsburgh, PA 15205			
Bid Surety and Amount				10% Bid Bond	10% Bid Bond	10% Bid Bond			
Time of Completion				December 1, 2012	December 1, 2012	December 1, 2012			
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	8" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	51,710	\$1.99	\$102,902.90	\$2.53	\$130,826.30	\$2.80	\$144,788.00
2	10" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	7,430	\$1.97	\$14,637.10	\$2.53	\$18,797.90	\$2.80	\$20,804.00
3	12" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	2,650	\$2.00	\$5,300.00	\$2.53	\$6,704.50	\$2.80	\$7,420.00
4	15" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	3,040	\$2.00	\$6,080.00	\$2.53	\$7,691.20	\$2.80	\$8,512.00
5	18" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	200	\$2.00	\$400.00	\$10.40	\$2,080.00	\$5.00	\$1,000.00
6	21" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$1.00	\$100.00	\$10.40	\$1,040.00	\$5.00	\$500.00
7	24" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	240	\$1.50	\$360.00	\$10.40	\$2,496.00	\$4.00	\$960.00
8	27" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$1.00	\$100.00	\$10.40	\$1,040.00	\$5.00	\$500.00
9	30" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$1.00	\$100.00	\$10.40	\$1,040.00	\$5.00	\$500.00
10	36" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$1.00	\$100.00	\$10.40	\$1,040.00	\$5.00	\$500.00
11	42" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	150	\$2.00	\$300.00	\$10.40	\$1,560.00	\$5.00	\$750.00
12	54" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$2.10	\$210.00	\$10.40	\$1,040.00	\$5.00	\$500.00
13	60" Sanitary Sewer Preventative Maintenance Cleaning, complete in place.	L.F.	100	\$3.00	\$300.00	\$10.40	\$1,040.00	\$5.00	\$500.00
14	Locating Manholes for Work Access, complete in place.	Hour	20	\$200.00	\$4,000.00	\$52.00	\$1,040.00	\$250.00	\$5,000.00
15	Pre-Cleaning CCTV Inspections, complete in place.	L.F.	9,820	\$1.75	\$17,185.00	\$0.10	\$982.00	\$2.50	\$24,550.00
16	Traffic Controls, complete in place								
	Brentwood Borough	L.S.	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Carnegie Borough	L.S.	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Crafton Borough	L.S.	1	\$800.00	\$800.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Dormont Borough	L.S.	1	\$500.00	\$500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Ingram Borough	L.S.	1	\$500.00	\$500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Jefferson Hills Borough	L.S.	1	\$150.00	\$150.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Mt. Oliver Borough	L.S.	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	Whitehall Borough	L.S.	1	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
<b>TOTAL BID PRICE</b>					<b>\$158,025.00</b>		<b>\$182,417.90</b>		<b>\$224,784.00</b>

DORMONT VOLUNTEER FIRE DEPARTMENT

MONTHLY SUMMARY REPORT

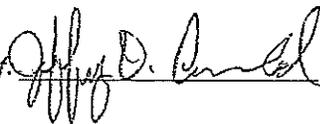
August 2012

Total Alarms	18
Drills	1
False Alarms	6
Alarms in Houses	10
Alarms in Buildings	06
Mutual Aid (Given to other Departments)	02
Alarms Involving Automobiles and Trucks	04
Alarms Involving Brush, Rubbish, Misc.	01
Day Alarms 06:00 AM. To 06:00 PM.	10
Night Alarms 06:00 PM. To 06:00 AM.	08
Total Number of Volunteers at Alarms	113
Total Number of Volunteers at Drills	15
Total Number of Apparatus Operators at Alarms	23
Total Number of Apparatus Operators at Drills	1
Estimated Value of Property Involved in Fires	0
Estimated Property Lost Due to Fire	0
Single Largest Fire Loss	\$ 0.00
Monthly Stipend	\$ 1,179.00

FIRE DEPARTMENT MEMBERS OR RESIDENTS INJURED OR TREATED AT ALARMS 0  
MUTUAL AID GIVEN OR RECEIVED

12-0000212 Dormont Fire, assist Mt Lebanon Fire.  
12-0000222 Dormont Fire, assist Mt Lebanon Fire.

Dormont Fire Chief



Date: August 2012

# DORMONT VOLUNTEER FIRE DEPARTMENT

## MONTHLY ALARM SUMMARY

MONTH YEAR	TOTAL ALARMS	TOTAL DRILLS	TOTAL FIRE DAMAGE
August 2012	18	1	0
08/02/12	1103 Illinois Ave.	False Alarm	None
08/06/12	2770 W. Liberty Ave.	False Alarm	None
08/07/12	1370 Illinois Ave	Vehicle Leaking Fuel	None
08/07/12	1401 Alabama Ave.	Recreational Fire	None
08/08/12	Annex @ Illinois	Vehicle Accident	None
08/09/12	3068 Texas Ave.	Illegal Burn	None
08/10/12	2616 Voelkel Ave.	Wires Down	None
08/12/12	2801 Broadway Ave.	False Alarm	None
08/13/12	155 Cochran Rd.	Structure Fire( Mutual Aid)	None
08/13/12	1242 Kelton Ave.	Gas Odor	None
08/13/12	2899 W. Liberty Ave.	False Alarm	None
08/14/12	1330 Washington Rd.	Electrical Fire	None
08/15/12	2702 Voelkel Ave.	False Alarm	None
08/16/12	2828 Broadway Ave.	False Alarm	None
08/19/12	W. Liberty@Alabama	Vehicle Accident	None
08/20/12	1600 Kelton Ave.	Assist Police	None
08/21/12	Broadway@Wenzell	Vehicle Accident	None
08/29/12	1910 Cochren Rd.	Structure Fire ( Mutual Aid)	None
08/30/12	1455 Hissdale Ave.	Department Drill	None

## **Parks Department**

### **Monthly Report For August 2012**

Cut grass in the park

Clean the recreation center (Daily)

Equipment maintenance

Cut grass in Beggs Snyder Park

Pressure wash pool locker rooms (As Needed)

Repair swing at Beggs Snyder

Empty Garbage in the main park (Daily or as needed)

Weed in the tennis courts and basketball courts

Cut grass at Pop Murray field

Clean the Rec center

Cut grass in the main park

Maintain Pool filters & Equipment (Daily)

Cut grass at Horseshoe Court

Empty garbage in the pool area (Daily)

Cut up fallen tree branch (Main Park)

Clean pool with the robot cleaner ( Mon, Wed, Fri)

Trim trees (Main park)

Repair board on water meter pit

Cut grass in the park

Change batteries in speed signs (Mon, Wed, and Fri)

Maintain bathrooms in park (Daily)

Cut down branches in the horseshoe court

Equipment Maintenance

Clean pavilion's for rentals (Friday's)

Cut up fallen tree limb and trim trees at Beggs Snyder

Equipment Maintenance

Moved radar signs to new locations (determined by police dept.)

Update pool lot marquis with current and upcoming events

Maintain Park bathrooms (Daily)

Maintain park bathrooms Beggs Snyder (Daily)

Installed new baby swing in castle playground

Maintain & repair playground equipment

Cut grass Main Park

Mulch playground swing sets near pavilions

Cut grass in Main Park

Trim hedges along pool fence

Maintain weeds in front of pool building

Removed and replaced new shingles on men's bathroom near large pavilion

Clean all pavilions after weekend rentals

Cut grass pool area

Cut grass Main Park

Cut grass Beggs Snyder park

Cut grass Main Park

Maintenance equipment

Cut up tree limbs at Beggs Snyder park

Equipment Maintenance

Cut grass Main park

Cut grass at (Borough building, Passive park, Park blvd, and McFarland Rd lot)

Cut grass pool area

Cu grass Main Park

Prep for doggie dip



# BOROUGH OF DORMONT

## MEMORANDUM

TO: Jeff Naftal  
Borough Manager

THRU:

FROM: Patrick Kelly  
Building Inspector / Code Enforcement Officer

DATE: September 4, 2012

SUBJECT: MONTHLY REPORT FOR August 2012

### CODE ENFORCEMENT

The following is a summary of my activities for August 2012. During the month of August the Borough received ninety-six (96) complaints relating to code enforcement and borough ordinances.

Of these:

- 14 were for garbage collection
- 6 were for accumulation of rubbish
- 10 were for miscellaneous
- 4 were for animals/rodents & pest
- 1 was for protected treatment
- 4 were for tree problems
- 25 were for high grass & weeds
- 3 were for no building permit
- 6 were for abandon vehicle
- 1 was for illegal parked vehicle
- 3 were for street & pothole problem
- 1 was for unsafe structure
- 4 were for sidewalks and driveways
- 2 was a sewer problem
- 1 was for garage inspection
- 1 was a noise problem
- 1 was for the Borough building
- 3 were for roofs and drainage
- 2 were for signage-traffic

- 1 was for stormwater
- 1 was for Zoning-illegal use
- 1 was for Foundation/retaining wall

Of the above mentioned cases:  
Forty-four (44) are active  
Fifty-two (52) are resolved

YEAR TO DATE FOR COMPLAINTS  
863 COMPLAINTS

#### Permit Activities

The following is a summary of the permit activities for the Borough for August 2012. The Borough issued eighty-one (81) licenses / permits relating to building / zoning for August 2012:

Of these:

- 20 were for building permits
- 21 were for transfer of deeds
- 1 was for a grading permit
- 1 was for HVAC permit
- 9 were for occupancy permits
- 17 were for PA1 calls
- 6 were for roof permits
- 1 was for sign permit
- 5 were street & sidewalk opening permits

The total estimated cost of permit related work was \$321,969.00.  
Per that amount the Borough collected \$5,412.82 in permit fees.

Year to date on permits.

TOTAL NUMBER OF PERMITS: 656  
TOTAL ESTIMATED VALUE: \$1,740,770.50  
TOTAL PERMIT FEE: \$34,058.80

**Work Orders Opened by Department  
Monthly Report for August 2012**

Dept:	Task:	Type:	# Requests
CODES			
	Accumulation of Rubbish	COMPLAINT	6
	No Building Permit	Citizen Req	1
	No Building Permit	COMPLAINT	2
	Abandon Vehicle on Property	Citizen Req	1
	Abandon Vehicle on Property	COMPLAINT	5
	Garage Inspection	Citizen Req	1
	High Grass and Weeds	Citizen Req	1
	High Grass and Weeds	COMPLAINT	24
	Miscellaneous	Citizen Req	4
	Miscellaneous	COMPLAINT	6
	Noise Problem	COMPLAINT	1
	PROTECTIVE TREATMENT	COMPLAINT	1
	ANIMALS	Citizen Req	2
	Borough Building	Citizen Req	1
	Roofs and Drainage	COMPLAINT	3
	Sewer Problem	Citizen Req	1
	Sewer Problem	COMPLAINT	1
	Sign - Traffic	Citizen Req	2

**Work Orders Opened by Department  
Monthly Report for August 2012**

Stormwater	Citizen Req	1
Street & Pothole Problem	Citizen Req	3
Sidewalk and Driveway	COMPLAINT	4
Tree Problems	COMPLAINT	2
Tree Problems	WorkOrder	2
Unsafe Structure	COMPLAINT	1
Vehicle Illegally Parked	COMPLAINT	1
Garbage Collection	COMPLAINT	14
Zoning - Illegal Use	COMPLAINT	1
Foundation / Retaining Wall	COMPLAINT	1

Dept:	Task:	Type:	# Requests
COF			
	Animals/Rodents&Pest	WorkOrder	1
	Animals/Rodents&Pest	COMPLAINT	1

**Monthly total            96**

# Tax Collector's Monthly Report to Taxing Districts

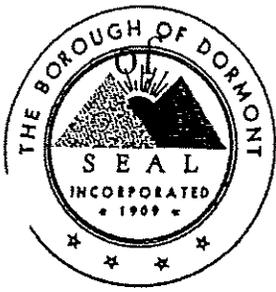
For the Month of August, 2012

Dormont Borough Taxing District

	Real Estate	Interim/Other	Per Capita/Other	Other
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	236,585.96			
2A. Additions: During the Month (*)	12.00			
2B. Deductions: Credits During the Month - (from line 17)	0			
3. Total Collectable	236,598.56			
4. Less: Face Collections for the Month	22,741.00			
5. Less: Deletions from the List (*)	0			
6. Less: Exonerations (*)	0			
7. Less: Liens/Non-Lienable Installments (*)	0			
8. Balance Collectable - End of Month	213,857.56			
<b>B. Reconciliation of Cash Collected</b>				
9. Face Amount of Collections - (must agree with line 4)	22,741.00			
10. Plus: Penalties	2,272.80			
11. Less: Discounts	0			
12. Total Cash Collected per Column	A. 25,013.80	B.		
13. Total Cash Collected - (12A + 12B + 12C + 12D)			C.	D. 25,018.20

(\*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOU TAXING DISTRICT





# BOROUGH OF DORMONT

**REGULAR MEETING OF THE DORMONT BOROUGH COUNCIL  
HELD ON TUESDAY, SEPTEMBER 4, 2012  
IN THE DORMONT MUNICIPAL CENTER COUNCIL CHAMBERS**

---

Council President McCartney called the regular business meeting of the Dormont Borough Council to order.

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

The following members of Council responded to roll call:

John Maggio, Eugene Barilla, Laurie Malka, Onnie Costanzo, Joan Hodson,  
Valerie Martino, Bill McCartney

Also present: Jeffrey Naftal, Manager  
John Rushford, Borough Solicitor  
Chief Phil Ross  
Mayor Tom Lloyd

## **REGISTERED COMMENTS FROM THE PUBLIC**

None

## **COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**

Danielle Ventresca, 1453 Alabama Avenue RE: West Liberty and Hillsdale Avenues parking lot usage

Michelle Ross, 3251 Beacon Hill Avenue RE: West Liberty and Hillsdale Avenue parking lot usage

Bob Hutchison, 1332 Illinois Avenue RE: Street Sweeping changes

Cassie Gillen, Secretary of Dormont Business Association RE: West Liberty Avenue Redevelopment.

April Panatozzi, Representing South Hills Beauty Academy, RE: West Liberty Avenue. Redevelopment

John Conte has a business on West Liberty Avenue., West Liberty Avenue. Redevelopment

### **COMMENTS FROM THE MAYOR**

The Mayor stated that during the month of August the Police Department responded to 340 calls for services.

The Mayor reminds the council on the 29<sup>th</sup> of September that the Police Department will be participating in another Drug Take Back Program at the swimming pool parking lot.

The Mayor also states that this Saturday (8<sup>th</sup> of September) that a 25 year employee, Bob Rivet, will be retiring.

The mayor also states that the Sergeants reading list has been passed on to qualified applicants and the test will be Saturday, October 13, 2012.

### **COUNCIL PRESIDENT REPORT**

The Council President announced that this summer they have been sponsoring a Farmer's Market which in part was funded by a \$4000 grant from Allegheny County. Despite some initial concerns about the parking impact, the Farmer's Market has been a success; however, there seems to have been some issues with invoicing, charges among the grants for expenditure categories and internal grant administration. The Council is currently gathering invoices, cancelled checks and other information; once they are certain they have done there due diligence relative to collecting all those things, they have to contact the County and a few other people and once that is done they will make a full accounting of all those issues to Council, the public and will offer recommendations for moving forward.

### **CONSENT AGENDA**

Motion by Hodson, second by Martino to approve the Consent Agenda items A thru E.  
Motion carried 7-0

### **ACTION ITEMS**

A. Motion by Costanzo, second by Martino for the approval of hiring Recreation Director Kristin Hullihen. Roll call: Maggio, yes; Barilla, no; Malka, yes; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 6-1.

B. Motion by Costanzo, second by Hodson to approve the hiring of Alyssa Cunningham as clerk/receptionist and motion to approve the hiring of Jennifer Taylor as clerk/receptionist;

motion to approve the promotion of Vickie McGurk to Clerk Supervisor, with a 10% raise. Motion carried 7-0.

C. Motion by Costanzo, second by Martino to proceed with Option #3 from the staff report prepared by the Borough Manager for West Liberty Avenue Redevelopment. Motion to amend by Malka, no second. Roll call: Maggio, no; Barilla, no; Malka, no; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 4-3.

D. Motion by Malka, second by Hodson to authorize staff to make the new parking lot at the corner of West Liberty and Hillsdale Avenues for Residential Permit Parking only and to advertise that to the public. Motion carried 7-0.

E. Motion by Malka, second by Hodson to authorize staff to get proposals for a bulletin board sign to be placed at the corner of Hillsdale Avenue and Espy Avenue and bring these back to council for a recommendation and approval of the purchase; make the sign a joint Borough hall and Historical Society sign and messages be placed on the sign by Park staff, as is done with current sign at the park and the messages are the same as on that sign except that Historical Society events will be advertised. Motion carried 7-0.

F. Motion by Hodson, second by Costanzo to recommend Council to adopt Resolution #18-2012 and implement a Traffic Calming Policy for the Borough. Motion carried 7-0.

G. Motion by Costanzo, second by Martino to authorize Borough Manager to enter into an amendment to the existing Auditing Agreement to provide that the FY 2012 Audit will be done in the GFOA format for an extra cost, not to exceed \$2500. Motion carried 7-0.

H. Motion by Costanzo , second by Malka to authorize Borough Manager to execute an agreement extension until December 31, 2012 and a two year agreement with Life Solutions for EAP services beginning on January 1, 2013 for \$438.96 in the first year and \$446.40 in the second year. Motion carried 7-0.

I. Motion by Hodson, second by Martino to recommend to Council to reactivate the Street Sweeping Program in April 2013 as outlined above and a cost not to exceed \$2500. Council is authorizing the Borough Manager to reactivate a comprehensive Street Sweeping Program till April 2013, but immediately institute a random Street Sweeping Program for the balance of this year until December 1, 2012. Motion carried 7-0.

J. Motion by Malka, second by Martino to authorize the Borough Manager to apply for a CITF Grant of \$250,000 for Development of streetscape and landscape designs for the West Liberty Avenue and Potomac Avenue business districts and to authorize the Council President to sign a concurring resolution for submittal with the grant application. Motion carried 7-0.

K. Motion by Costanzo, second by Martino to approve Payment Application #2 and Final for El Grande Industries, Inc. for \$9704.62 as recommended by the Borough Engineer. Roll call: Maggio, no; Barilla, no; Malka, yes; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 5-2.

L. Motion by Costanzo, second by Hodson to approve the hiring of Ellen Nagy as a School Crossing Guard on the recommendation of the Mayor and Police Department. Motion carried 7-0.

M. Motion by Malka, second by Hodson to authorize the Borough Manager to execute an agreement with Gene Blando to repair the masonry wall at the front of Borough Hall at a cost of \$50/per hour and to purchase supplies for this with costs not to exceed \$5000. Motion carried 7-0.

## DISCUSSION ITEMS

- A. Treasurer position: Discussion of hiring a new treasurer to handle quarterly financial analysis and other financial oversight duties. Borough Manager states one of the findings is we don't have enough checks and balances in the way we do our finances. He states the current treasurer gets \$100 a month and is a CPA and did quarterly financial analysis in addition to signing checks. He talks about the good of having a third party signing checks and the quarterly financial analysis allows us better control over what we are doing and money going out and in. The current Treasurer doesn't do any of that and isn't taking his \$100 a month. The Borough Manager would like to get a treasurer who has a CPA and would like to help the Borough out for a minimal amount of money and once they get them in here they could use them for other things.
- B. Sheriff's Sales of Properties: Discussion of whether to contest sales of property conducted by the Sheriff. The Solicitor talks about two types of notices; the first type of notice is that there is going to be a Sheriff's Sale, Solicitors get notified and the Tax Collector gets the notice and puts in a claim. The second type of notice is Free and Clear Sales, which is when a property goes up for sale and they don't sell at the first sale, which is exposed for sale and if nobody bids on it or if the bids are lower than the taxes and claims the bank or municipalities bring the Sheriff's Sale will ask for a Free and Clear Sale.
- C. Appointments and Vacant Board and Commission Positions: Discussion of making appointments and filling vacancies on various Boards and Commissions
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## PUBLIC COMMENTS ON NON AGENDA ITEMS

Eugene Barilla, councilmember RE: regarding his neighbor Phil Spicuzza, 1221 Oklahoma Avenue, trying to get tree across the street from 1221 Oklahoma Avenue cut down; it's ruining his property.

Eugene Barilla, councilmember RE: Handicap ramping on Annex Avenue at Shelby Alley

## **ANNOUNCEMENTS**

Taste of Dormont is September 15, 2012 @ 5:30pm, pool parking lot

Annual Street Fair is October 13, 2012 @ 2:00pm

June Koury, 2956 Voelkel Avenue: RE: traffic study petition and putting up a sign for 15MPH.

## **ADJOURNMENT**

Motion to adjourn



# GATEWAY

On Call. On Time. On Target.

THE GATEWAY ENGINEERS, INC.

400 HOLIDAY DRIVE, SUITE 300  
PITTSBURGH, PA 15220-2727  
412.921.4030 PHONE  
412.921.9960 FAX

September 18, 2012  
C-55000-2012

[www.gatewayengineers.com](http://www.gatewayengineers.com)

**MEMO TO:** Dormont Borough Council  
**FROM:** The Gateway Engineers, Inc.  
**SUBJECT:** September Engineers Report

The following projects were investigated during the month of September 2012:

**C-55125-2012**                      **Phase II Storm Water**

We submitted the NOI (Notice of Intent) permit application to DEP along with the required storm sewer maps, and TMDL narrative for the Saw Mill Run watershed by the September 14, 2012 deadline. We will be continuing the outfall testing processes, as well as working with the Borough to coordinate operations for complying with the TMDL plan.

**C-17749-1207**                      **Feasibility Study Consent Order**

Draft Feasibility Study Reports were submitted July 31, 2012. It is anticipated that going forward the Engineers and Managers for the individual POCs will need to meet to continue to refine the alternatives and begin working through the cost allocation process. In addition, it is suggested that the Engineer, Manager, and Solicitor of Dormont begin to meet on a regular basis to begin to discuss the July 31, 2013 Final Report.

**C-55076-0006**                      **Handicap Ramping Program – Phase 6**

This project is complete. We are working on closing the project out.

**C-55076-0007**                      **Handicap Ramping Program – Phase 7**

The pre-construction meeting was held on September 18, 2012.

**C-55000-2012**                      **CDBG Applications**

An application was submitted for the ADA Access project to Dormont Park.

**C-55122-1205**                      **O&M Program Point Repairs – Year 1**

Work is underway by Soli Construction, Inc.

**C-55122-1215**                      **Capital Lining Project**

The pre-CCTV inspection work is under way by Roto Rooter Services Company. The sewer lining should begin shortly.



**C-55122-1225**

**Joint Municipal SHACOG Sanitary Sewer Lining Project – Year 6**

The work schedule will be developed shortly.

**C-55122-1201**

**O&M Program Preventative Maintenance – Year 2**

Bids were received for the SHACOG O&M Preventative Maintenance Project – Year 2 on July 31, 2012. A detailed bid tabulation was presented to the Borough. The Borough's share of the bid is \$11,792.42.

**Recommended Motion:** To approve award of the bid for Jet Jack, Inc. in the amount of \$158,025.00.

**C-55023-0003**

**Traffic Calming**

We have completed working with the Borough on the Traffic Calming Policy. The speed hump has been installed on Dormont Avenue. The signage has been placed as well in accordance with the Traffic Calming Policy.

**C-55000-2012**

**Mapping**

We are working with the Borough to update the Borough Offices' GIS system.

**C-55011-1201**

**Liquid Fuels Updates**

We are working on the analysis of the street lengths. We are comparing vs. PennDOT records to ensure that proper Liquid Fuels funding is being received.



# BOROUGH OF DORMONT

**REGULAR MEETING OF THE DORMONT BOROUGH COUNCIL  
HELD ON TUESDAY, SEPTEMBER 4, 2012  
IN THE DORMONT MUNICIPAL CENTER COUNCIL CHAMBERS**

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Council President McCartney called the regular business meeting of the Dormont Borough Council to order.

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

The following members of Council responded to roll call:

John Maggio, Eugene Barilla, Laurie Malka, Onnie Costanzo, Joan Hodson,  
Valerie Martino, Bill McCartney

Also present: Jeffrey Naftal, Manager  
John Rushford, Borough Solicitor  
Chief Phil Ross  
Mayor Tom Lloyd

## **REGISTERED COMMENTS FROM THE PUBLIC**

None

## **COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**

Danielle Ventresca, 1453 Alabama Avenue RE: West Liberty and Hillsdale Avenues parking lot usage

Michelle Ross, 3251 Beacon Hill Avenue RE: West Liberty and Hillsdale Avenue parking lot usage

Bob Hutchison, 1332 Illinois Avenue RE: Street Sweeping changes

Cassie Gillen, Secretary of Dormont Business Association RE: West Liberty Avenue Redevelopment.

April Panatozzi, Representing South Hills Beauty Academy, RE: West Liberty Avenue. Redevelopment

John Conte has a business on West Liberty Avenue., West Liberty Avenue. Redevelopment

### **COMMENTS FROM THE MAYOR**

The Mayor stated that during the month of August the Police Department responded to 340 calls for services.

The Mayor reminds the council on the 29<sup>th</sup> of September that the Police Department will be participating in another Drug Take Back Program at the swimming pool parking lot.

The Mayor also states that this Saturday (8<sup>th</sup> of September) that a 25 year employee, Bob Rivet, will be retiring.

The mayor also states that the Sergeants reading list has been passed on to qualified applicants and the test will be Saturday, October 13, 2012.

### **COUNCIL PRESIDENT REPORT**

The Council President announced that this summer they have been sponsoring a Farmer's Market which in part was funded by a \$4000 grant from Allegheny County. Despite some initial concerns about the parking impact, the Farmer's Market has been a success; however, there seems to have been some issues with invoicing, charges among the grants for expenditure categories and internal grant administration. The Council is currently gathering invoices, cancelled checks and other information; once they are certain they have done there due diligence relative to collecting all those things, they have to contact the County and a few other people and once that is done they will make a full accounting of all those issues to Council, the public and will offer recommendations for moving forward.

### **CONSENT AGENDA**

Motion by Hodson, second by Martino to approve the Consent Agenda items A thru E.  
Motion carried 7-0

### **ACTION ITEMS**

**A.** Motion by Costanzo, second by Martino for the approval of hiring Recreation Director Kristin Hullihen. Roll call: Maggio, yes; Barilla, no; Malka, yes; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 6-1.

**B.** Motion by Costanzo, second by Hodson to approve the hiring of Alyssa Cunningham as clerk/receptionist and motion to approve the hiring of Jennifer Taylor as clerk/receptionist;

motion to approve the promotion of Vickie McGurk to Clerk Supervisor, with a 10% raise. Motion carried 7-0.

C. Motion by Costanzo, second by Martino to proceed with Option #3 from the staff report prepared by the Borough Manager for West Liberty Avenue Redevelopment. Motion to amend by Malka, no second. Roll call: Maggio, no; Barilla, no; Malka, no; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 4-3.

D. Motion by Malka, second by Hodson to authorize staff to make the new parking lot at the corner of West Liberty and Hillsdale Avenues for Residential Permit Parking only and to advertise that to the public. Motion carried 7-0.

E. Motion by Malka, second by Hodson to authorize staff to get proposals for a bulletin board sign to be placed at the corner of Hillsdale Avenue and Espy Avenue and bring these back to council for a recommendation and approval of the purchase; make the sign a joint Borough hall and Historical Society sign and messages be placed on the sign by Park staff, as is done with current sign at the park and the messages are the same as on that sign except that Historical Society events will be advertised. Motion carried 7-0.

F. Motion by Hodson, second by Costanzo to recommend Council to adopt Resolution #18-2012 and implement a Traffic Calming Policy for the Borough. Motion carried 7-0.

G. Motion by Costanzo, second by Martino to authorize Borough Manager to enter into an amendment to the existing Auditing Agreement to provide that the FY 2012 Audit will be done in the GFOA format for an extra cost, not to exceed \$2500. Motion carried 7-0.

H. Motion by Costanzo , second by Malka to authorize Borough Manager to execute an agreement extension until December 31, 2012 and a two year agreement with Life Solutions for EAP services beginning on January 1, 2013 for \$438.96 in the first year and \$446.40 in the second year. Motion carried 7-0.

I. Motion by Hodson, second by Martino to recommend to Council to reactivate the Street Sweeping Program in April 2013 as outlined above and a cost not to exceed \$2500. Council is authorizing the Borough Manager to reactivate a comprehensive Street Sweeping Program till April 2013, but immediately institute a random Street Sweeping Program for the balance of this year until December 1, 2012. Motion carried 7-0.

J. Motion by Malka, second by Martino to authorize the Borough Manager to apply for a CITF Grant of \$250,000 for Development of streetscape and landscape designs for the West Liberty Avenue and Potomac Avenue business districts and to authorize the Council President to sign a concurring resolution for submittal with the grant application. Motion carried 7-0.

K. Motion by Costanzo, second by Martino to approve Payment Application #2 and Final for El Grande Industries, Inc. for \$9704.62 as recommended by the Borough Engineer. Roll call: Maggio, no; Barilla, no; Malka, yes; Costanzo, yes; Hodson, yes; Martino, yes; McCartney, yes. Motion carried 5-2.

L. Motion by Costanzo, second by Hodson to approve the hiring of Ellen Nagy as a School Crossing Guard on the recommendation of the Mayor and Police Department. Motion carried 7-0.

M. Motion by Malka, second by Hodson to authorize the Borough Manager to execute an agreement with Gene Blando to repair the masonry wall at the front of Borough Hall at a cost of \$50/per hour and to purchase supplies for this with costs not to exceed \$5000. Motion carried 7-0.

## **DISCUSSION ITEMS**

- A. Treasurer position: Discussion of hiring a new treasurer to handle quarterly financial analysis and other financial over sight duties. Borough Manager states one of the findings is we don't have enough checks and balances in the way we do our finances. He states the current treasurer gets \$100 a month and is a CPA and did quarterly financial analysis in addition to signing checks. He talks about the good of having a third party signing checks and the quarterly financial analysis allows us better control over what we are doing and money going out and in. The current Treasurer doesn't do any of that and isn't taking his \$100 a month. The Borough Manager would like to get a treasurer who has a CPA and would like to help the Borough out for a minimal amount of money and once they get them in here they could use them for other things.
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## **ADJOURNMENT**

Motion to adjourn



**MEMORANDUM**

**Date:** September 12, 2012  
**To:** President, Vice-President, Council and Mayor  
**From:** Jeff Naftal, Borough Manager *gn*  
**Subject:** Resignation of Alyssa Cunningham

---

Background:

At the September 4, 2012 Business Meeting Council approved the hiring of Alyssa Cunningham as one of two Clerk/Receptionists for the Borough. Ms. Cunningham submitted her resignation to me on September 7, 2012, effective September 21, 2012.

Discussion:

I discussed with Ms. Cunningham why she was resigning. The main reason is that her commute from Apollo takes her about 1.5 hours each way because of traffic through the Squirrel Hill Tunnel. But I think she might have been okay with this except for the fact that our pay scale is so low that she was not really making any money when she factored in gas and wear on her vehicle. One other factor that arose during our discussion was some of the union contract clauses placed in the previous contract regarding new hires. I will be discussing these with Council when I come to you with the union's contract requests.

Recommendation:

I recommend that we accept the resignation of Alyssa Cunningham effective at the close of business on September 21, 2012.

JN

Cc: Vickie McGurk, Clerk Supervisor



## MEMORANDUM

**Date:** September 12, 2012  
**To:** President, Vice-President, Council and Mayor  
**From:** Jeff Naftal, Borough Manager *JN*  
**Subject:** Hiring of Clerk/Receptionist

---

### Background:

On September 7, 2012, one of our two Clerk/Receptionists turned in her resignation effective on September 21, 2012. I immediately began scheduling interviews with some of the top candidates from the over 200 resumes received when the position was advertised in July.

### Discussion:

I interviewed four candidates and one candidate, Ms. Diana Larson, excelled. As you can see from the attached resume, she has significant clerical and office experience. When I interviewed Ms. Larson, her personality was very outgoing and I believe she will be a good fit for the Borough.

Her salary would be the same as for the outgoing Clerk/Receptionist, \$22,593.88 and since she could start right away, that allowed me to fill the position with no gap in service to the public.

### Recommendation:

I recommend that Council approve the hiring of Ms. Diana Larson at a salary of \$22,593.88.

JN

Attachment

Diana L Larson

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

July 16, 2012

Borough of Dormont  
1444 Hillside Avenue  
Pittsburgh, PA 15216

RE: Clerk/Receptionist Position

Thank you for the opportunity in submitting my resume.

I hope you find in review of my work experience, I am a quick learner, motivated, detailed and very multi-tasking. While employed in different types of industry, the most common denominator is flexibility, reliability and honesty. My standards that I have set for myself are very high, giving 100% and doing my very best.

I look forward to meeting with you in the near future to discuss my work experience.

Thank you so much for your consideration!

Sincerely,

Diana L Larson

  
**EMPLOYMENT HISTORY**

Spitzer Acura

McMurray, PA

Position: Appointment Coordinator

Employment: September 2011 to June 2012

The role of the appointment coordinator was not only to take customer appointments for the service department, it was required to perform many duties in support of the service department along with the service advisors. Such as, expediting parts orders, opening and processing repair orders, providing shuttle services for the customers and overall customer support duties. Multi-tasking was prevalent to this role.

Comfort Keepers

South Park, PA

Position: Caregiver

Employment: March 2010 to August 2010

Care giving is very rewarding and I had enjoyed every minute of the job. Typically, I would travel to the clients' residence and assist or do any number of tasks that the client was unable to do for themselves. Meal preparation, housekeeping, companionship, some personal care, dressing, etc. Helping others touches your heart and truly gives you a sense of warmth and compassion for people who are in need.

Accountants and Associates

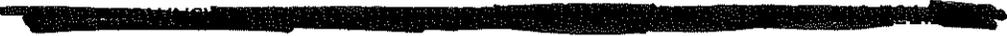
South Park, PA

Position: Payroll Administrator

Employment: June 2007 to January 2010

In this position held, I was responsible for forty clients who were in need of payroll services which included the following: Entry of each employee's information utilizing the "Pensoft" payroll program. Setting up garnishments and/or wage attachments, unemployment compensation correspondence and direct deposit information if applied. Generating live checks, company reports and office reports using payroll journals. Bookkeeping of those payroll journals. Billing the client per contract for payroll service.



  
*Employment History continued*

Duties performed for the Accounting Department: Typing of all legal documentation pertaining to each job awarded. Purchases made in field by superintendents' are matched and filed in designated files for controller of the company.

Bid days for the Estimating Department: Additionally with the above mentioned work, if it's bid day, there are bid forms to be executed, quotes from subcontractors via phone or fax. So it can get pretty crazy on bid days!

In this work environment, organization and multi-tasking were key in these day to day duties. **Many hats were worn!**

Gunther J. Kaier Architects, Inc.

McMurray, PA

Position: Office Manager

Employment: January 1994 to February 2005

Performing all aspects of managing an office, including: MS Word, basic Excel, TimeSlip applications, data entry, filing, ordering of all office supplies, multi-lined phone system, daily calendar and appointment setting for Mr. Kaier, accounts payable and receivable, invoicing, payroll, monthly and quarterly taxes. Preparation of all correspondence needed which included, processing of all township and state permit applications, variance and zoning issues for various projects, AIA documents, contracts, bidding phases, proposals, field reports, organizing and distribution of drawings and specification manuals of all projects. Scheduling of meetings and travel arrangements as necessary. Acting representative of the inspecting Architect on all contracted projects through the Housing and Urban Development Department in Pittsburgh, which included the following duties performed; Weekly construction conferences with contractor, architect of record, HUD representative, owners and county officials. Weekly inspection of construction sites, job meeting minutes and review of monthly payment requisitions.

In this position, you were expected to perform in a professional manor, be able to prioritize, multi-task, organize, articulate and work as a team in order to meet project deadlines. **Very challenging position, which I welcomed!**

**EDUCATION**

Thomas Jefferson High School

Course of Study: Business/Secretarial/Accounting

Achievement: Diploma

South Hills Beauty Academy

Course of Study: Manicuring

Achievement: License and Certification with the Commonwealth of Pennsylvania

*NOTE:           References are available upon request*



## MEMORANDUM

**Date:** September 12, 2012  
**To:** President, Vice-President, Council and Mayor  
**From:** Jeff Naftal, Borough Manager *JN*  
**Subject:** Hiring of Laborer/Driver/Equipment Operator

---

### Background:

In 2008, the Foreman for the Streets Department, Mr. Tony Kobistek, had an on-the-job injury which put him out of work. As of this date, he has not returned to work. While he has been out, Mr. John Schneider has filled in as the acting Foreman but that has left the Department one person short. They have used part-time help to fill in the gaps. On August 29<sup>th</sup>, I received a letter from the Teamsters Union Local 249 which indicated that Mr. Kobistek will not be returning to work. That letter is attached.

### Discussion:

The Streets Department has been utilizing Mr. Daniel Amman as one of the fill in part-time employees for approximately three years. They have been giving him full-time hours but with no benefits, while waiting for Mr. Kobistek to either return to work or retire with a disability. Now that we know Mr. Kobistek will not be returning to work, I have moved Mr. Amman from part-time to full-time status effective September 4, 2012.

I have also hired him at the 85% level pursuant to the contract which is 5% more than the hiring level. I did this because Mr. Amman has been a dedicated employee for three years without concern that he was receiving a part-time rate of pay and no benefits. He will still go through a one year probationary period. His salary will be \$38,542.40.

Recommendation:

I recommend that Council approve the hiring of Mr. Daniel Amman effective September 4, 2012 at a salary of \$38,542.40 per year.

JN

Cc: John Schneider, Streets Foreman



# GENERAL TEAMSTERS, CHAUFFEURS AND HELPERS

## Local Union 249

Affiliated with The International Brotherhood of Teamsters



*Officers:*

MICHAELA A. CEOFFE  
*Secretary-Treasurer*  
KEVIN M. SCHMITT  
*Vice President*  
GARY R. ALWARD  
*Recording Secretary*

JOSEPH ROSSI, JR.  
*President*

TEAMSTERS TEMPLE • 4701 BUTLER STREET  
P.O. BOX 40128  
PITTSBURGH, PA 15201-0128  
PHONE: (412) 682-3700 — FAX: (412) 682-3732  
EMAIL: teamsterslocal249@verizon.net

*Trustees:*

TAMMY M. SABO  
NANCY A. STINNER  
PAUL KAPETANOVICH

*Business Agent:*

JOSEPH J. POPINSKI

August 29, 2012

Mr. Jeffrey Naftal  
Borough Manager  
Borough of Dormont  
1444 Hillsdale Avenue  
Suite 10  
Pittsburgh, PA 15216

Re: Tony Kobistek

Dear Mr. Naftal:

Please be advised that Tony Kobistek will not be coming back as a full time employee of the Borough of Dormont.

If you have any questions do not hesitate to give me a call.

Sincerely,

Gary R. Alward  
Recording-Secretary/Business Agent

GRA:hb  
cc: John W. Schneider, Jr., Steward