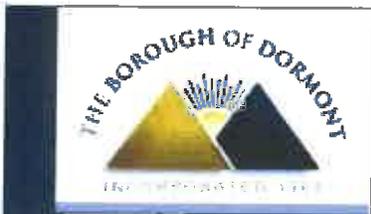


**REGULAR BUSINESS MEETING  
DORMONT BOROUGH COUNCIL  
MAY 4, 2015**

1. Executive Session – 6:00 PM
  - A. Personnel Matter
  - B. Contract Issue
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Registered Comments from the Public

Ms. June Koury, 2956 Voelkel Avenue requests to speak about the handicap parking space in front of her home.

6. Maier Duessel Presentation of 2014 DCED Audit of Financial Statements
  1. Public Comment
  2. Council Discussion
7. Mayoral Presentation:
  1. Mayoral Scholarship presented to: Dominic Richard Costantini of 1435 Kelton Avenue for Community Service
  2. Proclamation recognizing and congratulating Keystone Oaks High School on their 50<sup>th</sup> Anniversary.
8. Council Committee Reports
9. Council President's Report
10. Borough Manager's Report
11. 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 April 6, 2015 Council Business Meeting.
  - D. Motion to approve the Minutes of the April 14, 2015 Special Council Meeting.
  - E. Motion to approve the Warrant List for March, 2015.
  - F. Motion accepting the recommendation of the engineer to authorize Payment #1 to Insight Pipe Contracting, L.P., in the amount of \$32,875.20 for the cured in place (CIPP) manhole lining project.
  - G. Motion accepting the recommendation of the engineer to authorize the emergency repair contract with Niando for 5<sup>th</sup> Alley in the amount of \$24,935.50.



- H. Motion to accept the recommendation of the Recreation and Community Affairs Director to temporarily employ Patty Costantini and Tracy Zange in the position of cashier at an hourly rate of \$7.25 effective May 5, 2015 and Brittany Conway as Camp Director at an hourly rate of \$10.00 effective April 10, 2015.
- I. Motion to accept Mr. Schneider's recommendation for temporary seasonal employment for the Street Department as follows: Mr. Ian McFarland, Mr. Cody Alward and Mr. Jacob Legge. All employees to receive an hourly rate of \$10.50.
- J. Motion to adopt Resolution 4-2015 authorizing the filing of an application for grant funds with the Redevelopment Authority of Allegheny County for the TOD.
- K. Motion to adopt Resolution 5-2015 approving a Compensatory Time Policy for exempt Full time Borough administrative employees.
- L. Motion appointing Onnie Costanzo as Delegate to the Allegheny County Southwest Tax Collection Committee.

12. Action Items

- A. **Public Hearing –Condemnation of 1470 Dormont Avenue–** Motion to accept the recommendation of the Code Enforcement Officer to condemn the property. Finance and Legal Committee – Onnie Costanzo, Chairperson
  - 1. Public Comment
  - 2. Council Discussion
- B. **Resolution 6-2015 amending the schedule of fees to increase the daily pool pass rate for nonresidents and to add a rate for special needs children attending day camp. –** Community Affairs/Recreation – Jeff Fabus, Chairperson
  - 1. Public Comment
  - 2. Council Discussion
- C. **Recommendation to appoint Valerie Sherman to the position of Treasurer –** Finance and Legal Committee – Onnie Costanzo, Chairperson

13. Discussion Items

- A. Discussion of Corrective Action Plan – 2015 Budget
- B. Discussion of Plans Examiners Agreement for Building Inspection Services.
- C. Discussion of request from the Planning Commission for direction on the proposed zoning ordinance amendment:
  - 1) Timeline for adoption;
  - 2) Need for a consultant;
  - 3) Use of parameters of Comprehensive Plan

14. Comments from the Public on Non-Agenda Items

15. Announcements

16. Adjournment

# DORMONT VOLUNTEER FIRE DEPARTMENT

## MONTHLY ALARM SUMMARY

MONTH YEAR	TOTAL ALARMS	TOTAL DRILLS	TOTAL DAMAGES
<b>March 2015</b>			
03/01/15	Illinois Ave	Vehicle Crash	None
03/02/15	3344 Beacon Hill Ave.	Animal Rescue	None
03/03/15	732 Roselawn Ave.	Grease Fire (MA)	None
03/05/15	3265 Wainbell Ave.	CO Alarm	None
03/06/15	1800 BL Mcfarland Rd.	Vehicle Accident (MA)	None
03/06/15	143 Cedar Blvd.	Poss. Structure Fire (MA)	None
03/07/15	3151 W. Liberty Ave.	Fire Alarm	None
03/07/15	W. Liberty@Pioneer	Vehicle Crash	None
03/07/15	2912 W. Liberty Ave.	False Alarm	None
03/08/15	3025 W. Liberty Ave.	Stove Fire	None
03/09/15	1455 Hillsdale Ave	Drill	None
03/09/15	2931 Espy Ave	CO Alarm	None
03/10/15	2614 Broadway Ave.	Smell of Gas	None
03/10/15	694 Washington R.	Electrical Fire (MA)	None
03/11/15	1455 Hillsdale Ave.	Drill	None
03/16/15	West Libery @ Park Blvd	Vehicle Crash	None
03/19/15	3111 Wainbell Ave.	Lock Out	None
03/21/15	2915 Belrose Ave	MVA(False Call)	None
03/21/15	1910 Cochran Rd.	Smoke in Building(MA)	None
03/21/15	2915 Belrose Ave.	Gas odor	None
03/25/15	1246 Hillsdale Ave.	Odor of Gasoline	None
03/26/15	700 Bower Hill Rd.	Kitchen Fire (MA)	None
03/28/15	1444 Hillsdale Avenue	Fire Alarm	None
03/29/15	2733 Miles Avenue	Medical Assist	None
03/29/15	2874 West Liberty Ave	MVA	None
03/30/15	1802 Dormont Ave.	Sheared pole	None
03/30/15	1455 Hillsdale Ave.	Dept. Drill	None
03/31/15	3000 Swallow Hill Rd	Outside Type Fire (MA)	None
03/31/15	332 Atlanta Dr.	Smoke In Structure (MA)	None

**DORMONT VOLUNTEER FIRE DEPARTMENT**

**MONTHLY SUMMARY REPORT**

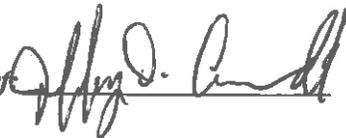
**March 2015**

<i>Total Alarms</i>	<i>28</i>
<i>Drills.</i>	<i>3</i>
<i>False Alarms.</i>	<i>3</i>
<i>Alarms in House</i>	<i>8</i>
<i>Alarms in Buildings.</i>	<i>6</i>
<i>Mutual Aid (Given to other Departments)</i>	<i>8</i>
<i>Alarms Involving Automobiles and Trucks.</i>	<i>8</i>
<i>Alarms Involving Brush, Rubbish, Misc.</i>	<i>0</i>
<i>Day Alarms 06:00 AM. To 1800 Hrs.</i>	<i>15</i>
<i>Night Alarms 1800 Hrs.. To 06:00 AM.</i>	<i>10</i>
<i>Total Number of Volunteers at Alarms.</i>	<i>152</i>
<i>Total Number of Volunteers at Drills</i>	<i>25</i>
<i>Total Number of Career Staff at Alarms</i>	<i>39</i>
<i>Total Number of Career Staff at Drills</i>	<i>6</i>
<i>Estimated Value of Property Involved in Fires</i>	<i>0</i>
<i>Estimated Property Lost Due to Fire</i>	<i>0</i>
<i>Single Largest Loss</i>	<i>0</i>
<i>Monthly Stipend</i>	<i>\$ 1,455.00</i>

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

15-000057 Dormont Fire Assist Mt. Lebanon Fire  
15-000059 Dormont Fire Assist Mt. Lebanon Fire  
15-000060 Dormont Fire Assist Mt. Lebanon Fire  
15-000068 Dormont Fire Assist Mt. Lebanon Fire  
15-000072 Dormont Fire Assist Mt. Lebanon Fire  
15-000075 Dormont Fire Assist Mt. Lebanon Fire  
15-000080 Dormont Fire Assist Mt. Lebanon Fire  
15-000081 Dormont Fire Assist Mt. Lebanon Fire

Dormont Fire Chief



Date: March 2015

# Calls for Service - by UCR Code

Incidents Reported Between 04/01/2015 and 04/30/2015



## DORMONT BOROUGH

Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	1			
0520	BURGLARY-NON FORCED ENTRY	2			
0623	THEFT-\$50 TO \$200-RETAIL THEFT	1			
0624	THEFT-\$50 TO \$200-FROM AUTO (EXCPT 0625)	1			
0626	THEFT-\$50 TO \$200-BICYCLES	1			
0690	THEFT - REPORTS	2			
0810	SIMPLE PHISICAL ASSAULTS	2			
1322	STOLEN PROP.-RECEIVING-ALL OTHER PROP.	1			
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	3			
1420	CRIMINAL MISCHIEF TO PUBLIC BUILDINGS	1			
1440	CRIMINAL MISCHIEF - ALL OTHER	4			
1831	NARCOTICS-POSSESSION-MORPHINE,HEROIN,ETC	2			
1891	DRUG EQUIPMENT VIOLATIONS	0	1		
2300	PUBLIC DRUNKENESS	5			2
2400	DISORDERLY CONDUCT	0	1	2	
2450	HARASSMENT	1			
2600	ALL OTHER CRIMES CODE VIOLATIONS	0	2		
2624	ALL OTHER OFFENSES - FALSE POLICE REPORT	1			
2900	LOST/MISSING PERSONS	2			
3100	ALARMS - BUSINESS/RESIDENCE	17			
3102	ALARMS - FIRE	4			
3110	ANIMAL - BARKING DOGS	3			
3112	ANIMAL - OTHER (STRAYS, REFER TO A.C ETC	3			
3120	CASUALTY - ASSIST MEDICS/EMERGENCY	28			
3131	DEATHS - UNATTENDED (NOT SUICIDE)	1			
3140	DISTURBANCE - BAR/RESTAURANT	1			
3141	DISTURBANCE - HOUSEHOLD	10			
3142	DISTURBANCE - PUBLIC AREA	3			
3143	DISTURBANCE - NOISE	5			
3145	DISTURBANCE - PFA/CUSTODY DISPUTE	2			
3146	DISTURBANCE - LANDLORD/TENANT	1			
3147	DISTURBANCE - ALL OTHER	4			
3148	DISTURBANCE - CIVIL MATTER	1			
3151	HARASSMENT - REPORT ONLY	2			
3160	HAZARD - TRAFFIC	1			
3161	HAZARD - ALL OTHER	1			
3172	JUVENILE - ALL OTHER	2			
3173	LOCK-UP / GREENTREE POLICE PRISONER	2			
3180	MENTAL COMPLAINT - REPORT ONLY	3			
3200	PROPERTY - LOST,FOUND,RECOVERED	6			
3211	SERVICE - ASSIST OTHER AGENCY/P.D.	3			
3213	SERVICE - LOCK OUT /HOME OR VEHICLE	1			
3217	SERVICE - ALL OTHER	3			
3241	SUSPICIOUS CIRC. - PERSON(S)	13			
3242	SUSPICIOUS CIRC. - VEHICLE(S)	6			
3243	SUSPICIOUS CIRC. - ALL OTHER	10			
3244	SUSPICIOUS CIRC. - 9-1-1 HANG-UP CALL	4			
3252	TRAFFIC ACCIDENT - NON/REPORTABLE	7			

May 01, 2015

## Calls for Service - by UCR Code

Incidents Reported Between 04/01/2015 and 04/30/2015

DORMONT BOROUGH



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
3253	TRAFFIC ACCIDENT - LEAVING THE SCENE	2			
3255	TRAFFIC ACCIDENT - ALL OTHER	1			
3260	TRAFFIC - ENFORCEMENT	2			
3261	TRAFFIC - FIRE SCENE ASSIST	9			
3262	TRAFFIC - IMPOUNDMENT/WHEEL LOCK	6			
3263	TRAFFIC - PARKING	15			
3266	TRAFFIC - ALL OTHER	1			
3267	TRAFFIC SIGNAL REPAIR	3			
3272	PFA SERVICE - INSIDE AGENCY	2			
3273	PFA SERVICE - OUTSIDE AGENCY	1			
6004	TRAFFIC ACCIDENT INVOLVING DAMAGE	1			
CITT	TRAFFIC CITATION	5			
	<b>Total Calls</b>	<b>225</b>			

Jurisdiction No. 02422  
 NCIC Code PA0020800

**RETURN A MONTHLY COUNT OF OFFENSES  
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART I OFFENSES	2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
<b>1. HOMICIDE</b> A. MURDER B. MANSLAUGHTER					
<b>2. RAPE TOTAL</b>					
A. RAPE B. ATTEMPTED RAPE					
<b>3. ROBBERY TOTAL</b>					
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. STRONG ARM (HANDS, ETC)					
<b>4. ASSAULT TOTAL</b>	3		3	3	
A. FIREARM B. KNIFE OR CUTTING INST. C. OTHER DANGEROUS WEAPON D. AGGRAVATED (HANDS, ETC) E. SIMPLE (HANDS, ETC)	1 2		1 2	1 2	
<b>5. BURGLARY TOTAL</b>	2		2		
A. FORCIBLE ENTRY B. UNLAWFUL ENTRY C. ATTEMPTED FORCIBLE	2		2		
<b>6. LARCENY THEFT TOTAL</b>	5		5	2 *	
<b>7. MOTOR VEHICLE THEFT TOTAL</b>					
A. AUTOS B. TRUCKS AND BUSES C. OTHER VEHICLES					
<b>9. ARSON TOTAL</b>					
<b>TOTAL PART I OFFENSES</b>	10		10	5	

\* EXCEPTIONAL CLEARANCES INCLUDED

@ INCLUDES OFFENSE(S) REPORTED IN PREVIOUS MONTHS

NUMBER OF POLICE OFFICERS KILLED		ASSAULTED
FELON	NEGLIG	

DORMONT BOROUGH POLICE DEPARTMENT

(412)561-8900

Department Reporting

ALLEGHENY, PA 15216

County

Report for the month of April, 2015

Date of Report: May 1, 2015

Prepared by \_\_\_\_\_

Juris No. 02422  
 NCIC Code PA0020800

**RETURN A MONTHLY COUNT OF OFFENSES  
 KNOWN TO POLICE**

1 CLASSIFICATION OF OFFENSES PART II OFFENSES		2 OFFENSES REPORTED	3 UNFOUND COMPLAINTS	4 ACTUAL OFFENSES	(a) TOTAL CLEARED	(b) JUVENILE CLEARED
100. FORGERY & COUNTERFEIT.						
110. FRAUD						
120. EMBEZZLEMENT						
130. STOLEN PROP-REC,POSSES		1		1	1	
140. VANDALISM		8		8		
150. WEAPONS-CARRYING, POSSES						
160. PROSTITUTION, COMM VICE						
170. SEX OFFENSES (EX 02,160)						
180. DRUG ABUSE VIOL TOTAL		2		2	1	
SALE	A. OPIUM-COCAINE B. MARIJUANA C. SYNTHETIC D. OTHER					
POSSESSION	A. OPIUM-COCAINE B. MARIJUANA C. SYNTHETIC D. OTHER	2		2	1	
190. GAMBLING TOTAL						
A. BOOK MAKING B. NUMBERS, ETC. C. OTHER						
200.OFF AGAINST FAMILY & CHILD.						
210. DRIVING UNDER INFLUENCE						
220. LIQUOR LAWS						
230. DRUNKENNESS		5		5	5	
240. DISORDERLY CONDUCT		1		1	1 *	
250. VAGRANCY						
260. ALL OTHER OFFENSES		1		1	1	
TOTAL PART II OFFENSES TOTAL		18		18	9	

<b>C</b>	02422	PA0020800
Juris No.	ORI (NCIC) No.	

## PENNSYLVANIA MONTHLY RETURN OF PERSONS CHARGED

AC  
OR  
OT

CLASSIFICATION OF OFFENSES	Arrested Held for Prosecution	Summoned Notified or Cited	Total Persons Charged	Guilty of Offense Charged	Guilty of Lesser Charge	Acquitted or Otherwise Dismissed	Referred to Juvenile Court Jurisdiction
<b>PART I Offenses</b>							
01A Murder & Nonnegligent Manslaugh							
01B Manslaughter by Negligence							
020 Forcible Rape							
030 Robbery							
040 Aggravated Assault	1		1				
050 Burglary-Breaking and Entering							
060 Larceny-Theft (except M.V.)		1	1				
070 Motor Vehicle Theft							
080 Other Assaults	2		2				
090 Arson							
<b>Total PART I</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PART II Offenses</b>							
100 Forgery and Counterfeiting							
110 Fraud							
120 Embezzlement							
130 Stolen Property	1		1				
140 Vandalism							
150 Weapons: Carrying, Possession							
160 Prostitution & Commerc. Vice							
170 Sex Offenses							
180 Drug Abuse Violations	1		1				
190 Gambling							
200 Offenses Against Family & Child.							
210 Driving Under the Influence							
220 Liquor Laws							
230 Drunkenness	5		5				
240 Disorderly Conduct							
250 Vagrancy							
260 All Others (exc Traffic)		1	1				
<b>Total PART II</b>	<b>7</b>	<b>1</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Persons Charged</b>	<b>10</b>	<b>2</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**DORMONT BOROUGH POLICE DEPARTMENT**

**MAY 01, 2015**

Department Reporting  
**ALLEGHENY PA 15216**  
 County Zip Code  
**APRIL, 2015**  
 Report for the Month of

Date of Report  
 Prepared By Title  
 Head of Department

May 01, 2015

# Incident Overview



MICHAEL BISIGNANI (05/01/2015 08:19)

Incident	Date	Time	Address / Landmark	UCR	Crime Code	Badge	Status
20150427M0934 (422)	04/27/15	11:10	3200BL WEST LIBERTY AVE SOUTH BOUND	3267		412 SGT. JAMES BURKE	CLOSED/CLEARED
20150408M0790 (422)	04/08/15	08:10	3200BL WEST LIBERTY AVE	3267		412 SGT. JAMES BURKE	CLOSED/CLEARED
20150407M0783 (422)	04/07/15	09:50	2800BL WEST LIBERTY AVE	3267		412 SGT. JAMES BURKE	CLOSED/CLEARED



# BOROUGH OF DORMONT

---

**SPECIAL BUSINESS MEETING  
HELD ON TUESDAY, APRIL 14, 2015 7:00PM  
IN THE DORMONT MUNICIPAL CENTER COUNCIL CHAMBERS**

---

Council President McCartney called the Special Meeting of the Dormont Borough Council to order at 7:05PM

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The following members of Council responded to roll call:

Onnie Costanzo, Jeff Fabus, Joan Hodson, John Maggio, Val Martino, Bill McCartney, Drew Lehman (Arrived late)

Also present: Rebecca Bradley, Interim Manager  
John Rushford, Borough Solicitor  
Mayor Phil Ross  
Sherri Pruce, Bookkeeper

McCartney introduced Ms. Bradley.

**DISCUSS 2014 ACTUAL BUDGET VARIANCES AS OUTLINED BY MAHER DUESSEL**

Bradley informed that the Borough ended 2014 with \$719,000.00 in cash; however, expenditures exceeded revenues by about \$559,000.00.

Bradley briefed on the 2014 Budget. *Attached is Bradley's review.*

**DISCUSS 2015 KNOWN BUDGET VARIANCES PROVIDED BY BOROUGH PERSONNEL**

Bradley briefed on the 2015 Budget. *Attached is Bradley's review.*

**OUTLINE SPECIFIC REMEDIES FOR FURTHER REVIEW AND ACTION BY THE COUNCIL AT THE MAY 4, 2015 MEETING**

**COUNCIL MEMBERS COMMENTS**

Hodson would like to see quarterly finance meetings to review budget reports in detail.

Maggio had questions regarding Heart & Lung wages, Highway Fund reimbursements.

Rushford questioned the timeline for the demolition of the Dormont Avenue house and the grant monies.

McCartney stated that the property needs secured and boarded up.

Hodson questioned the Unemployment Compensation and should the borough be self-insured; third party fire inspections.

Fabus questioned the details of the modified duty police policy.

Maggio would like to review the computer software programs.

McCartney discussed the Cable TV Franchise Fee.

McCartney introduced Sherri Pruce, Bookkeeper.

**PUBLIC COMMENTS**

Greg Langel, 1500 Hillsdale Avenue RE: TOD permit fee revenues, Finance and Legal Committee recommendations, committees need to be reinstated in the code, and bring back agenda meetings.

Michael Maner, 1201 Illinois Avenue RE: Budget concerns.

Danielle Ventresca, 1453 Alabama Avenue RE: Budget for vehicles.

Lehman questioned the demolition of 1470 Dormont Avenue.

**ADJOURNMENT**

Motion by Costanzo, second by Hodson to adjourn. Motion carried 7-0.



# BOROUGH OF DORMONT

1444 HILLSDALE AVE  
PITTSBURGH, PA 15216-2019  
(412) 561-8900  
FAX (412) 561-7805  
[www.boro.dormont.pa.us](http://www.boro.dormont.pa.us)

INTERIM MANAGER  
REBECCA BRADLEY

MAYOR  
PHIL ROSS

SOLICITOR  
DODARO MATTA & CAMBEST

MEMBERS OF COUNCIL  
WILLARD MCCARTNEY, PRESIDENT  
JOAN HODSIN, VICE PRESIDENT  
YVONNE COSTANZO  
JEFF FABUS  
DREW LEHMAN  
JOHN MAGGIO  
VALERIE MARTINO

**TO:** Borough Council

**FROM:** Rebecca Bradley  
Interim Borough Manager

**DATE:** April 14, 2015

**SUBJECT:** Review of 2014 and 2015 General Fund Budget Variances

## Introduction and Scope

The purpose of this meeting and this report is to provide the Borough Council with a brief overview of how the Borough performed from a financial perspective in 2014 and to discuss what if any changes should be made as we move into the second quarter of 2015. Representatives from Maher Duessel will be at the May Council meeting and will present the DCED audit. This meeting represents an opportunity for the Council members to delve into some of these issues in greater depth and begin planning for corrective action.

While the scope of this report and review is almost singularly focused on the General Fund, it should be noted that there is some intertwining with the Capital Reserve Fund. The funding for almost any project in Capital Reserve begins with a transfer from the General Fund. Specifically, the 2014 and 2015 Road Paving Projects relied on transfers from the General Fund. This will be discussed in more detail later.

The Sewer Fund appears to have a surplus of about \$3,000,000 with no perceived issues in either 2014 or 2015. Likewise, the Highway Aid fund receives funding annually from the Commonwealth which is utilized to pay for specific expenses related to roads and bridges.

## 2014 Budget Variances

### Current Year Real Estate:

For the year 2014, the Borough budgeted \$3,317,000 for current real estate tax. Of that amount, the Borough actually received \$117,558 less than what was budgeted. Over the 4 year period 2011 – 2014, Real Estate Tax declined by \$294,753. Some of this shift is no doubt attributable to the on-going reassessments ordered by Judge Wettick. The spike between 2011 and 2012 clearly shows this. The shift in assessed value should have been offset by changes in the millage rate to achieve (at least) an overall stability in the stream of revenue.

	<b>Current Year</b>	<b>Debt Service</b>	<b>Library</b>	<b>Fire</b>	<b>Total Real Estate</b>
<b>2011</b>	1,941,775	958,407	84,859	509,154	3,494,195
<b>2012</b>	1,912,851	964,767	85,857	549,684	3,513,159
<b>2013</b>	1,789,425	907,556	80,836	518,079	3,295,896
<b>2014</b>	1,736,393	881,433	78,506	503,110	3,199,442

#### Reimbursed Wages – Heart & Lung:

Over the course of 2014, the Borough received \$92,467 in wage reimbursements. Of that \$92,467 a portion was received from the Borough's Workers Compensation / Heart & Lung Insurer to reimburse for wages earned by police officers and firefighters who were injured in the line of duty. Another portion of the \$92,467 was received from Peoples Gas to reimburse wages associated with special police details. For the year, total revenue was \$44,467 more than budgeted for this line-item. While not outlined in Maher Duessel's report, Police Overtime was \$26,162 more than budget, partially offsetting this positive balance. When police officers are injured, frequently a spike in overtime occurs as other officers are required to fill open shifts. Additionally, increased utilization of workers compensation and heart and lung policies will most definitely lead to higher insurance premiums.

Council should consider creating a modified duty policy so that police and firefighters can return to work more quickly thus reducing overall claims. The Council should also consider creating a Workplace Safety Committee. Municipalities with certified Safety Committees are guaranteed a 5% decrease in premium annually.

#### Public Utility Realty Tax (PURTA):

While not a significant source of revenue, it was noted during my review that the Borough did not receive PURTA in 2014. If it was received, it was incorrectly coded in the budget. Line item 355.100 has a 2014 budget of \$6,500. Nothing was credited to this account. The borough received \$6,575 in 2011, \$6,439 in 2012 and \$6,228 in 2013. PURTA is a payment in lieu of real estate tax that utility companies and railroads make to municipalities based upon a Commonwealth generated formula. To receive PURTA, a municipality must file an annual report that is due April 1<sup>st</sup>. The report is on-line and can easily be completed in roughly 15 minutes. The 2015 report was filed.

#### Building Permits:

In anticipation the start of construction on the project in the TOD zone, the Borough budgeted \$380,000 in building permit fees. Of that amount, \$357,000 was not collected during the year.

#### Parking Meters:

While Maher Duessel calls out specifically the Espy Lot with a budget deficit of \$49,485 in 2014, it should be noted that overall, parking meters were budgeted at \$545,100 and total collections fell short by \$105,074.

Refuse Fees:

On a positive note, refuse fees and delinquent refuse fee collections came in over budget for the year by \$81,520 collectively. However, the associated expense line-items, 427.436700 and 427.436900, Contracted Refuse Service and Contracted Recycling, finished 2014 over budget by \$105,151. The net loss between these revenues and expenses is \$23,631.

Recreation:

Overall, revenue generated from recreational venues (pool, day camp, farmers market, etc.) came in under budget by \$52,226, but expenses related to these revenues also came in under budget by \$35,403. The net loss associated with recreation (other than parks and playgrounds) was \$16,822.

Fire Damage Escrow:

Chapter 108 of the Borough Code specifies that when a structure sustains fire damage, the fire insurance company must submit a check to the municipality representing an escrow of \$2,000 for every \$15,000 worth of assessed value. The Borough is required to place these funds into a separate bank account until the property owner either demolishes the fire damaged structure or repairs it. Once that has occurred, the Borough is required to release the escrowed funds to the property owner. Fire Escrow revenues are not easy to budget because fires are not predictable. In years where funds are received and disbursed in kind, this becomes an in and out revenue and expense with relatively no harm, no foul. This seems to be what occurred during 2014. The Borough received \$57,726 in fire escrow proceeds and the Borough expended \$54,476 in fire escrow payments. The balance (\$3,250) should have been carried over as an expense in the 2015 budget.

Tax Refunds:

The borough repaid \$93,598 to property owners representing tax refunds. It is unclear if these repayments were for multiple years and/or whether they were only related to real estate tax. The 2014 budget was set at \$20,000.

Net Revenues less Expenditures 2014:

According to the 2014 Municipal Audit filed by Maher Duessel with DCED, expenditures exceeded revenues for the year 2014 by \$559,595 in the General Fund. The 2014 December Budget report shows a similar deficit between revenues and expenditures of \$520,199. The difference is tied to accounts payable / receivable.

While the first sheet of the December 2014 budget report shows that the Borough has a cash balance of \$719,400, it should be noted that \$193,000 of those funds are restricted for payment of the 2014 Road Program, as further detailed below.

### **2015 Budget Variances**

2014 Road Paving Project carryover: \$192,581

The contractors who performed the road and alley paving in 2014 were not paid in full in 2014. As of the end of February 2015, the contractors had been reimbursed for all costs with the exception of \$5,363 in retainage. The funds owed to the contractors were not budgeted in either the 2015 General Fund or Capital Reserve Fund.

2015 Road Paving Project: \$475,000

The total estimated amount of the 2015 Road Paving Project was \$475,000. These funds were to be used to pave Potomac, Veteran's Parking Lot and a number of alleys throughout the Borough. Because the 2014 expense for the road program was not budgeted, the 2015 Road Paving Project will be short by this amount, leaving only \$282,455 for potential projects.

Fire Escrow: \$55,800

The Borough received \$55,800 in recent years representing payments from fire insurance companies for fire damaged structures. These funds (\$3,250 for a duplex in the 1100 block of Mississippi, \$28,550 for the pizza shop on West Liberty and \$24,000 for the Sabo residence on Wainbell) were deposited into the General Fund and not separately held in an escrow account as required by Borough Code. Accordingly, they have not been budgeted in 2015, or any year. These funds must be transferred to a separate escrow account.

PHMC Grant Expense: \$9,000

The Pennsylvania Historic Museum Commission Grant (PHMC) revenue/expense were not budgeted in 2015. The Borough will receive \$15,000 from PHMC and \$9,000 from the Historical Society. Skelly and Loy was selected to perform the tasks associated with the grant at a cost of \$31,000. Additional miscellaneous costs of \$2,032 were included in the grant budget narrative. The Borough's anticipated net out of pocket is projected to be \$9,032.

Fire Safety Inspections: \$36,000

The 2015 budget includes \$36,000 in revenue for Fire Inspections. There is currently no developed program or kickoff date. It appears that in order for this program to become a reality, additional personnel would need to be hired or a third party retained.

Demolition costs – 1470 Dormont Avenue: \$18,000

Without a formal estimate for the cost of demolition, the cost of tearing down the structure on Tennessee in 2014 is assumed. This cost is not included in the 2015 budget.

MS4 TMDL Strategy: \$80,000

The Borough is required to provide a TMDL Strategy (Total Maximum Daily Load / reduction of pollutants in outfalls) by December 31, 2015 to be in compliance with orders from the DEP related to Municipal Separate Storm Sewer Systems (MS4's). Please refer to the February 12<sup>th</sup> letter from DEP for additional information on what is required. The total cost of preparing this strategy has been estimated at \$80,000. This is not included in the 2015 budget. It may be included as an expense in a future Stormwater Management Fee program.

Stormwater Management Fees: \$21,800

As of 2/28/15, account number 436.41000 is over budget by \$21,800. The account was budgeted at \$2,300. Total expenses for the first two months of the year were \$24,132.

Unemployment Compensation Claim: \$40,000

The Borough is self-funded for unemployment compensation. A claim has been filed by a former employee. If the claimant is successful, the Borough may pay out around \$40,000 in 2015.

Account 430.440000 (Road Salt): \$84,400

The Highway Aid fund includes \$118,000 for road salt. The General Fund has a \$0 budget for this expense. According to Sherri, because the Highway Aid fund revenues had not yet been received, road salt bills were paid out of the General Fund for January and February totaling \$84,400. An interfund transfer between the General Fund and Highway Aid Fund (or a check cut from the Highway Aid Fund to the General Fund) should be made to “clear” this expense.

SHACOG Annual Contribution (454.000): \$16,550

As of 2/28/15, this line-item is 350% over-budget. The budgeted expense was \$6,617. Actual YTD is \$23,167.

Contingency Account (495.49000) and Conservatorship Property: \$22,175

The Borough does have a Contingency Account. For 2015, this account was budgeted at \$100,000. As of 3/20/15, the balance expended was \$23,210. A majority of the funds spent were for expenses related with the conservatorship property on Dormont Avenue (\$22,175). It does not appear that expenses related to this property were budgeted elsewhere in 2015. According to Mr. Rushford, the total projected costs of conservatorship were estimated at \$130,000. He believes that a majority of those expenses will fall into 2015. The Dormont Avenue property will be ready to market in May. It is anticipated that the resale value will be between \$175,000 and \$200,000.

### **Corrective Action Plan**

While the above variances represent issues of concern, it should also be pointed out that it is still only the first quarter of 2015. Taking steps at this point to rectify these issues should result in the Borough ending 2015 without a significant variance between revenues and expenses. Below are some recommendations. This list is not exhaustive or set in stone. Council should consider alternatives and put together a Corrective Action Plan for adoption at the May meeting.

1. Eliminate the 2015 Paving Program. Eliminating the program will provide additional revenue of \$282,500 that can be used to offset all of the existing issues. The total of the variances identified above is \$289,775, not including the Highway Aid Fund transfer. Keep in mind, however, that some of the above identified issues are growing issues.
2. Hire a third party to perform fire safety inspections.
3. Pass a stormwater management fee in the fourth quarter of 2015. This fee can partially offset the cost of the MS4 study.
4. Hold off on demolition of 1470 Dormont Avenue and seek CDBG or other grant funding.
5. Dependent upon total expenses related to the conservatorship property, there is still a healthy balance in the Contingency Fund (\$76,800). These funds can also be used to offset other unanticipated expenses.

**ALLEY RECONSTRUCTION - 5TH ALLEY**

Item	Quantity	Units	Description	Unit Price	Amount
1	1	LS	Mobilization & Demobilization , Complete in Place	\$ 1,350.00	\$ 1,350.00
2	190	SY	Removal of all Existing Pavement Material to 10-1/2" Depth, Complete in Place	\$ 19.60	\$ 3,724.00
3	190	SY	Class IV, Type A Geotextile Material, Complete in Place	\$ 4.40	\$ 836.00
4	190	SY	Sub-Base Installation, 6" Thick, Complete in Place	\$ 25.40	\$ 4,826.00
5	50	TN	Additional Sub-Base Material greater than 6" thick, Complete in Place	\$ 73.00	\$ 3,650.00
6	190	SY	19.0 mm Superpave Binder Course, 3" Thick, Complete in Place	\$ 27.30	\$ 5,187.00
7	190	SY	9.5 mm Superpave Fine Grade Wearing Course, 1-1/2" Thick, Complete in Place	\$ 22.35	\$ 4,246.50
8	100	LF	4" Underdrain, Perforated ADS Pipe with Sock, Complete in Place	\$ 7.80	\$ 780.00
9	20	LF	4" Underdrain, DIP, Complete in Place	\$ 16.80	\$ 336.00
Total Amount of Quotation Based on Estimated Quantities, Items # 1 - #9, Inclusive				\$	24,935.50

*Niando*

**ALLEY RECONSTRUCTION - 5TH ALLEY**

Item	Quantity	Units	Description	Unit Price	Amount
1	1	LS	Mobilization & Demobilization , Complete in Place	\$ <u>2,500.00</u>	\$ <u>2,500.00</u>
2	190	SY	Removal of all Existing Pavement Material to 10-1/2" Depth, Complete in Place	\$ <u>25.00</u>	\$ <u>4,750.00</u>
3	190	SY	Class IV, Type A Geotextile Material, Complete in Place	\$ <u>5.00</u>	\$ <u>950.00</u>
4	190	SY	Sub-Base Installation, 6" Thick, Complete in Place	\$ <u>23.50</u>	\$ <u>4,465.00</u>
5	50	TN	Additional Sub-Base Material greater than 6" thick, Complete in Place	\$ <u>70.00</u>	\$ <u>3,500.00</u>
6	190	SY	19.0 mm Superpave Binder Course, 3" Thick, Complete in Place	\$ <u>31.50</u>	\$ <u>5,985.00</u>
7	190	SY	9.5 mm Superpave Fine Grade Wearing Course, 1-1/2" Thick, Complete in Place	\$ <u>25.50</u>	\$ <u>4,845.00</u>
8	100	LF	4" Underdrain, Perforated ADS Pipe with Sock, Complete in Place	\$ <u>20.00</u>	\$ <u>2,000.00</u>
9	20	LF	4" Underdrain, DIP, Complete in Place	\$ <u>50.00</u>	\$ <u>1,000.00</u>
Total Amount of Quotation Based on Estimated Quantities, Items # 1 - #9, Inclusive				\$ <u>29,995.00</u>	

*Facchiano*

# **Proposal**

---

## **Terms, Conditions, Clarifications and Exclusions**

- 1) MFC, Inc. does not include the cost of any bonds in our quoted price.
- 2) MFC, Inc. has included costs to provide All Maintenance and Protection of Traffic.
- 3) The Borough of Dormont agrees to provide MFC, Inc. access to the work site for our material and equipment utilizing Borough Roads.
- 4) MFC, Inc. is to have input into construction schedule to insure sufficient time to complete our items of work.
- 5) MFC, Inc. has not included the cost for any design or engineering in our prices.
- 6) MFC, Inc. has quoted the cost for mobilization for our work only.
- 7) MFC, Inc. has quoted work based upon working a regular 40-hour work week. MFC, Inc. has not included any costs or provisions for any overtime, weekend or holiday work.
- 8) MFC, Inc. has not included costs for any permits, inspection fees, engineering reviews or testing. GC/EC to supply any and all required at not cost to MFC, Inc.
- 9) MFC, Inc. can provide an approved dump/waste area for MFC, Inc. excavated materials only.
- 10) MFC, Inc. has quoted the above items as a complete package. Items cannot be eliminated from the without prior discussion with and approval by MFC, Inc.
- 11) MFC, Inc. reserves the right to revise pricing in the event that the scope and/or quantities of work are changed.
- 12) This proposal will be made part of any agreement, contract or purchase order and the terms and conditions of this proposal will supersede any conflicting terms and conditions that may be contained in said agreement, contract or purchase order.
- 13) Payments to be Net Thirty (30) Days from date of MFC, Inc. Invoice.



# BOROUGH OF DORMONT

## RESOLUTION 4 -2015

**A RESOLUTION OF THE BOROUGH OF DORMONT, ALLEGHENY COUNTY,  
PENNSYLVANIA AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDS  
WITH THE REDEVELOPMENT AUTHORITY OF ALLEGHENY COUNTY**

## CONCURRING RESOLUTION

The purpose of the Resolution form is to have on record a statement confirming that the applicant has formally requested a grant, has designated an official to perform the required duties between the applicant and the Redevelopment Authority of Allegheny County ("RAAC"), has authorized the execution and delivery of any and all agreements between the applicant and RAAC, and has assured, where applicable, the provision of local matching funds. In addition, the applicant will comply with all other provisions of the application.

Resolution of the Borough of Dormont Authorizing  
*Name of Applicant*  
the filing of an application for funds with the RAAC.

WHEREAS, the Borough of Dormont is  
*Name of Applicant*  
desirous of obtaining funds from the RAAC in the amount of \$500,000

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Dormont  
*Name of Applicant*  
does hereby formally request a grant from the RAAC for the Dormont Junction Transit-Oriented Development  
project. *Name of Project*

BE IT FURTHER RESOLVED, that the Borough of Dormont does hereby  
*Name of Applicant*  
designate \_\_\_\_\_ (the "Authorized Official") as the official to file all applications,  
*Authorized Official* documents, and forms between  
the Borough of Dormont and the RAAC.  
*Name of Applicant*

BE IT FURTHER RESOLVED, that the Applicant is hereby authorized to enter into the Grant Contract between the applicant and RAAC (the "Grant Contract") and any and all documents relating to the Grant Contract as may be required or necessary (said Grant Contract and other documents are collectively referred to as the "Grant Documents").

BE IT FURTHER RESOLVED, that the execution and delivery of the Grant Documents as well as all other agreements, writings and documents (and all changes, modifications and additions thereto) executed and delivered in connection with the transactions contemplated thereby be and hereby are approved and ratified and that the Authorized Official be and hereby is authorized to execute and deliver such documents.

BE IT FURTHER RESOLVED, that the Borough of Dormont  
*Name of Applicant*  
assures, where applicable, the provision of the full local share of the project costs.

BE IT FURTHER RESOLVED, that the Borough of Dormont  
*Name of Applicant*

assures, that the project will be awarded or under construction within 180 days after contractual execution.

Adopted this 4th day of May 2015, by the Borough of Dormont  
*Name of Applicant*

ATTEST:

\_\_\_\_\_  
Signature (Must *not* be same as Authorized Official)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name



# BOROUGH OF DORMONT

## RESOLUTION 5 -2015

**A RESOLUTION OF THE BOROUGH OF DORMONT, ALLEGHENY COUNTY, PENNSYLVANIA ADOPTING THE ATTACHED COMPENSATORY TIME POLICY FOR BOROUGH OF DORMONT FULL TIME ADMINISTRATIVE EXEMPT EMPLOYEES.**

**WHEREAS,** the Borough of Dormont employs Administrative Professionals who are exempt from the requirements of the Fair Labor Standards Act for compensation of overtime hours.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the Borough of Dormont, Allegheny County, Pennsylvania, in meeting assembled and it is hereby resolved by the authority of the same, that the Compensatory Time Policy attached hereto is hereby adopted.

**ADOPTED** this 4<sup>th</sup> day of May, 2015.

**ATTEST:**

**BOROUGH OF DORMONT**

---

---



# BOROUGH OF DORMONT

1444 HILLSDALE AVENUE, SUITE 10

PITTSBURGH, PA 15216-2019

(412) 561-8900

FAX (412) 561-7805

[www.boro.dormont.pa.us](http://www.boro.dormont.pa.us)

INTERIM BOROUGH MANAGER  
REBECCA BRADLEY

MAYOR  
PHIL ROSS

SOLICITOR  
DODARO MATTA & CAMBEST

MEMBERS OF COUNCIL  
WILLARD MCCARTNEY, PRESIDENT  
JOAN HODSON, VICE PRESIDENT  
YVONNE COSTANZO  
JEFF FABUS  
DREW LEHMAN  
JOHN MAGGIO  
VALERIE MARTINO

## COMPENSATORY TIME POLICY

### Purpose

To manage the use of compensatory time for Borough of Dormont exempt employees. It is understood that a full-time exempt employee will work a minimum of 40 hours per week; however, in the scope of exempt employees' normal jobs, work outside the usual schedule is often required. This might include evening meetings, weekend meetings and events, extended travel, or work hours well beyond 40 hours in a given week.

### Eligibility

All exempt Dormont Borough employees holding permanent salaried positions are covered by this policy.

### Terms and Conditions

- Compensatory time off is time off with pay in lieu of overtime pay for all time worked in excess of 40 hours in a workweek.
- Normal work hours are defined as 8:30am to 4:30pm, Monday through Friday.
- Compensatory hours cannot be earned by working through the lunch hour.
- With the exception of expected attendance at night meetings, all work time beyond normal work hours must be approved in advance by the supervisor. The request shall be in writing. Only in exceptional circumstances can this request be made at the last minute. The supervisor will evaluate last minute requests on a case-by-case basis.
- Compensatory time will accrue at the rate of one (1) hour of Compensatory time for each one (1) hour of work time beyond normal work hours.
- Compensatory hours accrued are never paid. In the event that an employee with accrued compensatory time separates employment with the Borough, all accrued compensatory time is forfeited.

## COMPENSATORY TIME POLICY

- The maximum compensatory time accrual is 50 hours.
- All compensatory time accrued must be taken within the same calendar year. Compensatory hours not used will be forfeited; they will not rollover into the next calendar year.
- Requests to use accrued compensatory time are handled in the same manner as other time off (vacation and personal) and must be requested in advance.
- All compensatory time must be recorded in a format as detailed in the attached spreadsheet, such detail indicating time earned and reason therefore and time taken, including dates for each. A running tally of hours available shall also be provided. Said tracking sheet must be submitted to the Borough Manager monthly or more frequently at the discretion of the Manager.

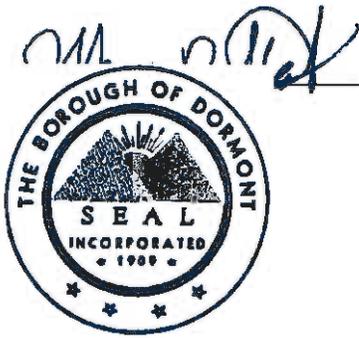




# BOROUGH OF DORMONT

## RESOLUTION 6 -2015

**A RESOLUTION OF THE BOROUGH OF DORMONT, ALLEGHENY COUNTY, PENNSYLVANIA AMENDING AND RECONSOLIDATING THE BOROUGH OF DORMONT SCHEDULE OF FEES, RESOLUTION 21-2014; REMOVING THE FEE FOR GARBAGE NO LIEN LETTERS, ADDING A FEE FOR OCCUPANCY PERMITS, ADDING A FEE FOR CHILDREN WITH SPECIAL HEALTH CARE NEEDS ATTENDING SUMMER DAYCAMP, REMOVING WEDDING PACKAGE AT THE RECREATION CENTER, CHANGING SUMMER DAYCAMP TIMES, REMOVING ANTIQUE FAIR AND REMOVING BEACH CHAIR RENTALS AT POOL.**



# BOROUGH OF DORMONT

## RESOLUTION 21-2014 BOROUGH FEE SCHEDULE

**A RESOLUTION OF THE BOROUGH OF DORMONT IN THE COUNTY OF ALLEGHENY, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING THE SCHEDULE OF FEES ASSOCIATED WITH BOROUGH SERVICES, PERMITS, AND LICENSES FOR THE YEAR 2015.**

**WHEREAS**, the various ordinances and codes of the Borough of Dormont require that fees be established from time to time by the Dormont Borough Council for services, permits and licenses; and

**WHEREAS**, such fees shall be set at a rate at which the administrative costs of providing such services, permits and licenses are paid through the assessment of such fees;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Dormont, Allegheny County Pennsylvania, in meeting assembled, and it is hereby resolved by the authority of the same, that the schedule of fees attached hereto are hereby adopted.

Said fees shall be effective January 1st, 2015, unless otherwise noted, and shall remain in force until otherwise amended by the Borough Council.

**ADOPTED** this 1st day of December, 2014

ATTEST:

BOROUGH OF DORMONT

**Alarm Permits**

Burglar	\$ 50.00
Fire	\$ 50.00

**Amusement Fees**

- (a) Fees - Permanent Amusements. Fees for licenses required for permanent amusements are hereby fixed as follows:
  - (1) The conducting of any establishment for the exhibition of theatrical, dramatic or other permanent entertainment shall be Three Hundred Seventy-five Dollars (\$375.00) per year, payable annually in advance.
  - (2) The conducting of permanent dancing school shall be Seventy-five Dollars (\$75.00) per year, payable annually in advance.
  - (3) Public dancing conducted in connection with the furnishing of refreshments in public eating and drinking establishments shall be Three Hundred Seventy-five Dollars (\$375.00) per year or fraction thereof, payable monthly in advance.
  
- (b) Fees - Amusements Other Than Permanent: Fees for licenses required for exhibition which are not of a permanent nature shall be payable in advance as follows:
  - (1) For any opera or concert Twenty-five Dollars (\$25.00) for each performance.
  - (2) For each and every circus, menagerie or exhibition of fete of horsemanship or any combination of the same, the sum of One Hundred Seventy-five (\$175.00) for each period of time not exceeding twenty-four hours.
  - (3) For any public ball or public dance the sum of Twenty-five Dollars (\$25.00) for each such ball or dance.
  - (4) For any other public exhibition, show or performance of a temporary nature coming within this article and not specifically included in this section, Twenty-five Dollars (\$25.00) for each exhibition or performance.
  
- (c) Fees - Certain Games and Music Devices: Fees for licenses for certain games and music devices shall be paid annually in advance and no license hereunder shall be issued until the license fee therefore shall have been paid to the Borough Office in the amount herein fixed as follows:
  - (1) Pool and Billiard Rooms: For each pool or billiard table, One Hundred Dollars (\$100.00) per year.

- (2) Bowling Alleys: For each alley, Four dollars (\$5.00) per month or Fifty-five dollars (\$55.00) per year.
- (3) Music Boxes: For each music box, music machine or music device, One Hundred Twenty Dollars (\$120.00) per year.
- (4) Amusement Devices: For each amusement device, machine or instrumentality (except those specifically prohibited by Section 15.18, as amended by Ordinance No. 1269, Section 1) operated by the insertion or tendering of a coin, metal disc or other token, for profit, Seven Hundred Fifty Dollars (\$750.00) per year per device.

**Block Party** No Fee / Police Department registration required

**Borough Street Map** \$ .50

**Building/Electrical/Mechanical – Administrative Fee:**

Valuation of Work	Fee
\$ 100.00 to 500.99	\$20.00
501.00 to 1,000.99	25.00
1,001.00 to 2,000.99	30.00
2,001.00 to 4,000.00	35.00
4,001.00 to 6,000.00	40.00
6,001.00 to 8,000.99	45.00
8,001.00 to 10,000.99	55.00
10,001.00 to 12,000.99	65.00
12,001.00 to 15,000.99	75.00
15,001.00 to 20,000.99	85.00
20,001.00 to 25,000.99	95.00
25,001.00 to 30,000.99	105.00
30,001.00 to 35,000.99	115.00
35,001.00 to 40,000.99	125.00
40,001.00 to 45,000.99	135.00
45,001.00 to 50,000.99	150.00
50,001.00 to 100,000.99	add \$5.00 per \$1,000.00 estimated cost
100,001.00 to 250,000.99	add \$7.50 per \$1,000.00 estimated cost
Over 250,001.00	add \$10.00 per \$1,000.00 estimated cost

Borough Engineer Review of Plans: \$95.00/hr.

**Plan Review and Inspection Fees are determined by the Borough’s Third Party Agency and are provided on the Borough’s Website for review.**

**Business District Parking Permits**

\$75.00/mo Dormant Business Owner, Manager, Employee, or Business District Resident

\$85.00/mo Dormant Resident (non-Business District)

\$95.00/mo Non-Dormant Resident

\$25.00/yr. Landlord Placard - Zone 10

**Certified Mail Fee** \$ 8.00



AFFF Foam	\$80.00 per gallon
Air Bags	\$150.00
Barricade Tape	\$15.00 per roll
Can Liners/Trash Bags	\$5.00 each
Chiefs Vehicle	\$150.00 per hour
Class A Engine	\$400.00 per hour
Class A Foam	\$60.00 per gallon
CO2 Extinguisher	\$50.00 each
Cribbing	\$75.00
Disposable Chemical Coveralls	\$50.00 each
Dry Chemical Extinguisher	\$50.00 each
Emulsifier	\$20.00 per gallon
Foam Extinguisher	\$10.00 each
Hydraulic Spreaders/Cutters	\$250.00
Latex Gloves	\$2.00 per pair
Leak Seal Kit	\$50.00
Level A Suits	\$500.00 each
Mobile Command Post	\$300.00 per hour
Oil Dry	\$10.00 per bag
Plug & Dike	\$65.00
Pneumatic Tools	\$50.00
Rescue (Heavy)	\$400.00 per hour
Rescue Rope	\$100.00
Salvage Cover	\$15.00 each
Sawzall	\$45.00
Stain Runner	\$24.00 each
Other Consumable Materials	Actual Replacement Cost

**Grading Permits**

Volume of material (cubic yards)	Fee
Not more than 100	\$ 35.00
More than 100, but not more than 300	\$ 40.00
More than 300, but not more than 500	\$ 45.00
More than 500, but not more than 1,000	\$ 50.00
More than 1,000, but not more than 10,000	\$ 50.00
plus \$3.00 for each additional for each additional 1,000 cubic yards or portion thereof above 1,000 cubic yards	
More than 10,000, but not more than 100,000	\$ 80.00
plus \$1.00 for each 1,000 cubic yards or portion thereof above 1,000 cubic yards	
More than 100,000	\$ 170.00
plus \$.50 for each 1,000 cubic yards or portion thereof above 100,000 cubic yards, except that no fee shall be more than \$600,000	

**Gymnasium Rental**

\$	35.00/hour Residents
\$	50.00/hour Non-Residents

(\$75.00 security deposit)

\$25 Cancellation Fee if cancelling event and not rescheduling -No refunds if cancelled within 72 hours of the event.

<b>Leaf Bags</b>	\$	.50/bag
<b>Meter Rates</b>	\$	.75/hour .25/20 min
<b>No Lien Letters</b>		
Municipal	\$	20.00
1 Day or Less – Additional	\$	10.00
2 Days – Additional	\$	5.00
<b>NSF Checks</b>	\$	35.00
<b>Occupancy Permits</b>		
Residential ( <i>Two Units or Less</i> )	\$	100.00
Residential ( <i>3 or more Units</i> )	\$	200.00
Store Front Rentals	\$	115.00
Commercial & Mixed Use	\$	300.00
Temporary Structure/Use (30 days)	\$	100.00
<b>Park Field Rentals</b>	\$	10.00 per hour
<b>Pavilions</b>		
<b>Large</b>	\$	100.00 RESIDENT
	\$	150.00 NONRESIDENT
<i>Day pass for pool available at \$2.00 per person for use on the day of rental only. (+\$50.00 refundable cleaning deposit)</i>		
<b>Small</b>	\$	50.00 RESIDENT
	\$	75.00 NONRESIDENT (+\$50.00 deposit)
<b>Planning Commission</b>		
Commercial	\$	300.00 + Admin. Fees
Residential	\$	175.00 + Admin. Fees
<b>Police Fee Schedule</b>		
State Accident Report	\$	15.00
All Other Reports	\$	5.00/first page
	\$	+ 2.00/additional page
Fingerprinting	\$	10.00/person
Booting Fee	\$	100.00

Meter Temporary permit	\$	5.00/day/meter
Officer Presence	\$	86.14/officer/hour
Police Car	\$	16.54/car/hour

**Recreation Center Rental**

M - F between 8am — 5pm  
 \$300.00 — 4 hrs. (minimum time)  
 \$60.00 per additional hour  
 Includes use of meeting equipment, to include  
 per rental agreement  
 + \$100.00 setup/cleaning fee

Evenings & weekends — no equipment provided  
 \$350.00 — Residents — 10 hrs. (minimum time)  
 \$400.00 — Non Residents — 10 hrs. (minimum time)  
 \$60.00 per additional hour  
 +\$200.00 refundable cleaning fee

- 26 tables and 185 chairs

\$75 Cancellation Fee if cancelling event and not rescheduling — No refunds if cancelled within 30 days of the event.

**Recreation Fees**

Summer Day Camp Fees:

KOSD Area Residents	\$100/week
Non-KOSD Area Resident	\$150/week
Early Drop Off (8AM-9AM)	\$15/week
Late Pick Up (5PM – 6PM)	\$15/week
Sibling Discount (applies to each child over 1)	\$25
Partial Rate (CSHCN) – KOSD Resident	\$50
Partial Rate (CSHCN) – Non-KOSD Resident	\$75

Partial week rates are available for children with special health care needs (CSHCN) when they have a secondary camp or school to attend. The federal Maternal and Child Health Bureau defines children with special health care needs as: “those who have or are at increased risk for a chronic physical, developmental, behavioral, or emotional condition and who also require health and related services of a type or amount beyond that required by children generally”. Partial weeks are defined as five (Monday through Friday) half days of 4 hours or less.

**Recycling Stickers** Free

**Residential Parking Permits**

Street Parking Pass: \$10.00/per year (limit 3 per household)

\$5.00 visitor pass

<b>Sanitary Sewer Certificate</b>	\$ 25.00 (Good for 90 days)
<b>Sewer Rental Fees (Dormont)</b>	\$ 4.50/1,000 gallons
<b>Sewer Tap-In Fees</b>	\$150.00
<b>Signs, Temporary</b>	\$ .50 sq. ft. / \$10.00 minimum
<b>Solicitation Permits</b>	\$ 10.00/day 30.00/week 75.00/month 250.00/year

**Solid Waste Fees**

\$ 160.00/year if paid in full by February 28  
\$ 170.00/year if paid in two installments - \$85 due February 28 and \$85 due April 30

**Street Fair**

	Dormont Residents & Businesses	Non-Residents & Businesses
Early Bird Registration	\$40.00	\$75.00
Registration Fee	\$50.00	\$85.00

**Street Opening Fees\***

Street \$ 50.00  
Sidewalk \$ 30.00  
\$ 1.00/foot for each foot over 50 ft.

**Subdivision & Land Development**

Books \$ 20.00

**Subdivision Fees**

Minimum \$ 300.00 plus \$30.00/lot

**Swimming Pool Rates**

\*Family Pass: Maximum 5 passes, 2 adult limit, children 18 and under. \$10 each additional child.  
\*Early Bird Discount: \$25 Off Dormont Resident Family pass April 1 thru May 22, 2015.

**Passes – Dormont & KO Families**

Resident Child (ages 3-12) \$ 60.00

Resident Adult (ages 13-64)	\$ 80.00
Resident Senior (65+)	\$ 0
Resident Family	\$ 150.00
Non-Resident Single	\$ 130.00
Non-Resident Family	\$ 275.00
Non-Resident Senior (65+)	\$ 75.00

**Lost Passes** \$5.00 to replace card

**Daily Rates**

Resident Junior (ages 3-18)/Seniors (65+)	\$ 4.00
Resident Adult (ages 19-64)	\$ 6.00
Non-Resident Junior (ages 3-18)/Seniors (65+)	\$ 5.00
Non-Resident Adult (ages 19-64)	\$ 7.00

**After 6PM:** \$ 2.50

**Swim Lessons**

Swim lessons are provided by Jeff Ellis Management. Links to their schedules and rates are available on the Borough's website.

**Rentals:**

**Pool Party Rental Space**

Residents	\$100.00
Non-Residents	\$125.00
Refundable Security Deposit	\$ 25.00

**Tax Certification** \$ 30.00

**Tax Collector Fees**

Duplicate Tax Reprint	\$ 2.00
Tax Memo Reprint	\$ 4.00

**Tenant Registration** \$ 10.00/unit

**Tennis Courts - Instructional Rentals**

1-6 days:	\$25 per hour lesson
7-13 days:	\$15 per hour lesson
14+ days:	\$10 per hour lesson

**Zoning Books** available online at no cost

<b>Zoning Hearing Board</b>	
Commercial	\$ 450.00 + Adm. Exp.
Residential	350.00 + Adm. Exp.
<b>Zoning Map</b>	\$ .25
<b>Zoning Official Review/Inspection</b>	\$ 50.00/visit

"Borough employees wishing to rent the facilities are not required to make a security deposit contingent upon their completion of a statement indicating that any damages that occur to the facilities during their rental will be the financial responsibility of the employee."

AGREEMENT BETWEEN  
DORMONT BOROUGH  
A  
N  
D  
CODE.SYS™ CODE CONSULTING, INC.

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
by and between Code.sys™ Code Consulting, Inc. with its principal place of  
business at 321 Grant Avenue, Pittsburgh, Pennsylvania and Dormont Borough.

**WHEREAS**, Code.sys™ Code Consulting, Inc is engaged in the business  
of providing building, electrical, and mechanical, inspections and construction  
document review services to ascertain the compliance of structures and  
construction documents in accordance with construction codes.

**WHEREAS**, Dormont Borough is desirous that Code.sys™ Code  
Consulting, Inc. perform such inspections and construction document reviews as  
shall be assigned to it in accordance with the terms of this Agreement.

**NOW THEREFORE**, in consideration of the mutual covenants and  
promises herein contained, the parties hereto intending to be legally bound, do  
hereby agree as follows:

1. Code.sys™ Code Consulting, Inc. agrees that it will perform  
services in cooperation with and under the direction of the municipal official  
specifically designated by Dormont Borough, and shall coordinate all such  
activities under his/her supervision. Said municipal official shall be designated in  
writing addressed to Code.sys™ Code Consulting, Inc.

2. Dormont Borough agrees to assess the fees set forth in Exhibit  
“A”.

3. The fee charged by Code.sys™ Code Consulting, Inc. for services performed hereunder shall be in accordance with Exhibit "A", less 20% (twenty percent) for building permits, electrical permits, mechanical permits and construction document review. Dormont Borough will remit payment to Code.sys™ Code Consulting, Inc. on a monthly basis for services performed during the previous month. Payment shall be calculated based upon fees assessed, and not on fees received by Dormont Borough.

4. Code.sys™ Code Consulting, Inc. agrees to hold Dormont Borough harmless in accordance with Exhibit "B".

5. Code.sys™ Code Consulting, Inc. shall, upon request by the designated official of Dormont Borough or his or her designated agent perform the services listed in Exhibit "C". These services will be provided on an "as needed" basis as determined by Dormont Borough.

6. It is understood and agreed by and between the parties that all prices heretofore set forth in Exhibit "A" are firm and shall not be increased during the term of this Agreement.

7. This Agreement shall remain in effect until the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, and shall be renewed automatically on an annual basis commencing with the next date thereafter. This Agreement may be terminated by written notice of termination served upon the other party no later than thirty (30) days before the desired termination date.

8. Entire Agreement. This Agreement contains the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior or written oral agreements between the parties.

9. Amendment. This agreement may be modified or amended if the amendment is made in writing and is signed by authorized representatives of both parties.

10. No Waiver. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

11. Severability. If any provision of the Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court or arbiter finds that any provision herein is invalid, or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

13. Counterparts. The Agreement may be executed in counterparts.

**IN WITNESS WHEREOF**, the parties hereto have hereunto set their hands and seals the day and year first above written.

ATTEST:

\_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Code.sys™ Code Consulting, Inc.

By: \_\_\_\_\_

Margaret A. Russell  
President

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Dormont Borough

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT "A"  
ASSESSMENT/FEEES FOR SERVICES PERFORMED

Code.sys™ Code Consulting, Inc will perform its services, and Dormont Borough shall remit payment in accordance with assessment of the following fees:

**Building Permit Fees**

**Residential (1 & 2 family dwellings)**

New Construction	\$40.00 plus 18 cents per sq. ft. of GFA*
Additions	\$40.00 plus 18 cents per sq. ft. of GFA*
Repairs and alterations	\$.75% of construction cost**
Utility & miscellaneous Use Groups (decks, towers retaining walls, fences)	\$75.00
Manufactured dwelling	\$14 cents per square foot
Swimming pools (in ground) *	\$100.00
Swimming pools (above ground)	\$75.00
Demolition	\$40.00 plus \$.65% of cost of demolition

**All Other Use Groups (commercial)**

New construction & additions	\$60.00 plus 28 cents per sq. ft. of GFA*
Alterations	\$.85% of construction cost**
Swimming pools (in ground)	\$200.00
Demolition	\$60.00 plus \$.85% of demolition cost

\*GFA = Gross floor area is defined as the total square footage of all floors within the perimeter of the outside walls, including finished basements and attics with floor to ceiling heights of 6'6" or more.

\*\* Construction cost shall be total bid minus electrical, mechanical, plumbing and finishes.

## Plan Review

### IBC Occupancy Classification

### Fee

“B”, “E”, “M”, “R-1”, “R-2” Up to and including 15,000 sq. ft. = \$.13/sq. ft.  
“R-4”, Townhouses Greater than 15,000 sq. ft. = \$1950 plus \$.08/sq. ft.

“A”, “I” & “H” Up to and including 12,000 sq. ft. = \$.15/sq. ft.  
Greater than 10,000 sq. ft. = \$1500 plus \$.10/sq. ft.

“F”, “S” & “U” Up to and including 12,000 sq. ft. = \$.10/sq. ft.  
Greater than 20,000 sq. ft. = \$1200 plus \$.07/sq. ft.

Minimum fee for above uses \$525.00

**HVAC Permits**

Based on installation cost

First \$1,000.00 or fraction thereof \$40.00

Each Additional \$1,000.00 or fraction thereof \$10.00

Minimum Fee \$100.00

## Electrical Permit Fees

### Residential Flat Rate Schedule\*

Single Family Dwelling - Not over 200 AMP Service	\$125.00
2 Family Dwelling Units - Not over 200 AMP Service	\$150.00
Over 2 Family Dwelling - First 2 Units (each)	\$ 70.00
Each Additional Unit	\$ 40.00
Townhouses - Each	\$ 60.00
Alterations and additions (service and 25 outlets or less)	\$ 75.00

#### Swimming Pools

Bonding	\$60.00
Equipment / Wiring (Residential Only)	\$65.00

#### Modular and Mobile Homes

Modular Homes - Service and Outlets	\$75.00
Mobile Homes - Service including feeder or receptacle	\$60.00
Feeder or Power Cord only	\$55.00

#### \* Add Service Equipment

Single Family Dwellings with over 200 AMP Service apply Flat Rate Schedule plus Equipment, Appliances and Motor Schedule.

Dwelling with a Spa, Hot Tub, Hydromassage Tub, Sauna etc.

Apply Flat Rate Schedule plus \$25.00 for each item.

EXHIBIT "B"

INDEMNIFICATION AGREEMENT

IT IS HEREBY AGREED this \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_,  
between Code.sys™ Code Consulting, Inc and Dormont Borough, that Code.sys™  
Code Consulting, Inc shall indemnify and hold Dormont Borough harmless for any claim  
arising out of the inspections and plan review activities of any inspector employed by  
Code.sys™ Code Consulting, Inc. This Indemnification agreement shall be limited to  
those claims that allege damages and/or costs and/or expenses directly caused by the  
act(s) or failures to act by any inspector employed by Code.sys™ Code Consulting, Inc.

ATTEST:

\_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Code.sys™ Code Consulting, Inc.

By: \_\_\_\_\_

Margaret A. Russell  
President

Date \_\_\_\_\_

ATTEST:

\_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Dormont Borough

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT "C"

### PROCEDURE

Whatever option or combination of options the municipality selects, the following procedures will be established as the criteria to be followed by Code.sys™ Code Consulting, Inc. personnel.

- State of Pennsylvania Certified technical code enforcement personal and technical support staff shall report to a municipal official and be subject to his/her rulings, directives and orders.
- Review applications, plans and specifications, and files as necessary for approval and release of Certificate of Occupancy relative to outstanding permits.
- Review applications, plans and specifications necessary for approval and release of building permits.
- Comply with the time limitations for the above as determined by the Community.
- Perform all required inspections and re-inspections within the time limitations as determined by the Community.
- Perform other field inspections as may be necessary to determine compliance or violation of Municipal codes and ordinances.
- Issue, in the name of the municipality, notices of violation as determined by the municipality.
- Issue, in the name of the municipality, stop work orders as determined by the municipality
- Provide technical assistance to applicants in the preparation of a construction permit application as requested by the municipal official.
- Issue such reports as requested by the Municipality, which will include a monthly report indicating the number, type and location of any inspections performed, which shall also indicate which were deficient, passed and finalized.