

**CITY OF DUQUESNE
TUESDAY, JUNE 9, 2020
6:30 PM
CITY COUNCIL
WORKSHOP MINUTES**

Present: Richard Scott Adams, Councilman, Rev Tim Caldwell, Councilman, Terra Henderson-Murphy, Councilperson, Elaine Washington, Councilperson, Nickole Nesby, Mayor

Other's Present: Doug Sample, City Manager, Tom Dunlevy, Police Chief, Myron Sainovich, Solicitor, John Rushford, Esquire, Kristen Maser Michaels, Act 47 Coordinator

Absent: Maureen Strahl, Controller

6:38 pm

EXECUTIVE SESSION – PERSONNEL ISSUE AND GARBAGE CONTRACT

7:20 pm

****Councilman Caldwell mentions that he will need to leave the meeting in approximately ten (10) minutes.**

7:21 pm Meeting was called to order by Mayor Nesby. There was a moment of Silence followed by the Pledge of Allegiance and Opening Prayer.

There were NO Public Comments on any issue of today's agenda, Tuesday, June 9, 2020, at this time.

CONSENT AGENDA

1. Approval of Minute(s) – May 26, 2020
2. Bill List – June 9, 2020

I move to approve the June 9, 2020 Consent Agenda.

**First: Councilperson Washington Second: Councilperson Henderson-Murphy
MOTION carried: 4-0**

****7:30 pm Councilman Caldwell left the meeting.**

NEW BUSINESS

1. Accounts and Finance – No report

2. Administration

**Mr. Sample introduced Lydia Acerto, a Chatham Intern who is attending the Local Government Academy. Lydia will be working with Mr. Sample in the City of Duquesne's Office. Lydia was connected to the Zoom meeting in which she gave a brief introduction of herself. Councilperson Henderson-Murphy asked Mr. Sample what type of work Lydia will be doing. Mr. Sample stated that Lydia will be working on some Social Media Policy, working on the City's Website and a variety of other duties in the office.

3. Community and Economic Development – No Report

4. Public Safety

**Mr. Sample mentioned that he and Councilperson Henderson-Murphy had a discussion on the advertisement of the Director for Public Works. Mr. Sample proposed three (3) questions to the Board about some final decision making for the Director of Public Works job description:

1. Does the Board want five (5) or ten (10) years' experience? **Response: Five Years**
2. Does the Board preferred or required a Civil Engineer degree? **Response: Preferred**
3. Does the Board want the salary placed in the Ad? **Response: Yes, place salary in Ad**

There is no need for a vote on the above final decisions by the Board.

5. Public Works

- a. Director of Public Works Job Description and Vacancy Advertisement

I move to approve the Job Description and Advertisement for the Director of Public Works vacancy.

First: Mayor Nesby Second: Councilperson Washington MOTION carried: 4-0

6. Water Department

- a. Mobile Water Readings

**Mr. Sample mentioned he had a discussion with Mayor Nesby regarding the possibility of mobile water readings. To read the meters electronically it was mentioned that there would be a fee of approximately \$1.25 to \$1.50 charged to the resident. Mayor Nesby stated that Braddock Borough upgraded to the mobile water read system and that the City's Engineer, Dave Gilliland worked through the process with Braddock who was able to find funding for Braddock's mobile water project. Mayor Nesby asked if there was a possibility of a grant for Capital Improvement to help defray some of the cost of such an upgrade.

Councilman Adams asked why he was not aware of a discussion regarding a mobile water reading project since he works on the water task for the City.

Councilperson Washington inquired if there was a price on such an upgrade for meter reading.

Mayor Nesby answered "no price." Councilperson Washington reminded the Board that she and

Ms. Sayles, looked into upgrading to an electronic meter reading system a few years back and at that time the cost was around \$400,000.00. Mayor Nesby asked Councilperson Washington to email Marian Marko-Eberle (Mimi), Executive Assistant the report she and Mr. Sayles worked on.

b. Flushing Hydrants

**A request was suggested to put the schedule of flushing fire hydrants on the City's electronic board.

OLD BUSINESS

**Councilperson Henderson-Murphy asked Mr. Sample what the status was for Mayor Nesby with the Allegheny County Southwest Tax Collection District. Per Mr. Sample it has been passed and given to the Tax Collector that Mayor Nesby is one of the delegates.

1. Accounts and Finance

2. Administration

c. COVID 19 Update regarding City Hall

**Mr. Sample referred to the memo in each of the Council's packet which referenced employee's and the public's questions as to the reopening of City Hall. Mr. Sample is putting the questions out to Council for direction. Mr. Sample asked the Board if City Hall should reopen. Mayor Nesby stated she was apprehensive, but maybe next week.

**Councilperson Washington suggested masks be worn by anyone and everyone. Employee's expressed masks to be a good idea.

As a collaborate group the following suggestions were presented:

1. Let only two (2) people in the building at a time.
2. Limit activity to only the first floor of City Hall.
3. Appointments for Mr. Sample to meet on the first floor of City Hall.
4. Reduce office hours.
5. Have specific hours for Senior Citizens.
6. Install a door bell or buzzard system to monitor traffic coming and going into City Hall.
7. Reinforce rules until people catch on.
8. Take temperatures.
9. Place an officer outside the front doors for safety.

Ms. Maser Michaels spoke up to say that, at this time, there is no real direction for reopening, but everyone should take into consideration what would be realistic to the City. Ms. Maser Michaels strongly suggested to keep costs in mind. An example Ms. Maser Michaels pointed out was having an officer outside the front doors can incur extra costs to the City.

3. Community and Economic Development

d. DCNR Recreation Comprehensive Plan Grant

**Mr. Sample addressed the information he emailed all the Board regarding the DCNR Grant for \$17,800.00 to complete a Comprehensive Recreation, Park and open Space Plan. Mr. Sample stated that there was no money to implement. Mr. Sample then stated there would be no black eye if the grant was returned. Ms. Maser Michaels asked for the deadline date, at which Mr. Sample answered December 31, 2020. Mayor Nesby mentioned that she would like to inquire with a Foundation and send a report to the Board by Friday, June 12, 2020.

4. Public Safety

**Mayor Nesby asked Solicitor Sainovich what the status was on the threatening emails she is receiving. Mayor Nesby went on to say that she has received hate mail which could be two (2) to three (3) times a day as well as on a weekly basis. Mayor Nesby also mentioned this has been going on now for two (2) years. Chief Dunlevy asked Mayor Nesby if she had an interview with the FBI, at which Mayor Nesby said “no.” Chief Dunlevy said he would look into it for he was under the impression the FBI interview had already taken place. Solicitor Sainovich stated he will follow up this week. Councilperson Washington asked Mayor Nesby to share the emails with the Council to make sure none of them had anything to be concerned about. Mayor Nesby said she would talk to Chief Dunlevy and Solicitor Sainovich about the matter. Mayor Nesby stated she was not comfortable sharing information with all the Council members.

5. Public Works

e. Director of Public Works Job Description and Vacancy Advertisement

MOTION: I move to approve the Job Description and Advertisement for the Director of Public Works vacancy.

6. Water Department

PUBLIC COMMENT

**Ms. Pat Bluett asked for an update as to the Save A Lot staying in the City of Duquesne. Per Mr. Sample, no update so far, however, people are trying to save the grocery store.

**Tom Molinack asked Ms. Maser Michaels the status of City Hall opening back up and what were the CDC guidelines that need to be followed. Ms. Maser Michaels said she would review and have an update at the Council meeting, Tuesday, June 23, 2020. Mr. Sample then mentioned that he collaborated with some of his colleagues regarding reopening local governments and things are still up in the air. Per Mr. Sample, he and Ms. Maser Michaels will meet tomorrow morning, Wednesday, June 10, 2020, for further discussion pertaining to reopening City Hall.

**A participant signed into the Zoom meeting inquired as to how the City is addressing the poor participation of garbage pickup. This person mentioned that there was eventually a midnight garbage pickup, which is unsafe and disturbing to residents.

**Mr. Sample directs a comment to Solicitor Sainovich to state a motion for contacting County Hauling's poor participation and contract for garbage pickup. Solicitor Sainovich states:

Motion to authorize the Solicitor to make contact with the Waste Hauling Company about rescission of the contract for failure to perform.

First: Councilperson Washington **Second:** Mayor Nesby **MOTION carries: 4-0**

**Before adjourning, Mayor Nesby asked for a Proclamations status she has been asking for. Mayor Nesby mentioned the Proclamation as follows:

- 1 .Proclamation for the Former Police Chief Adams.
2. A Proclamation for the upcoming 25th anniversary for the Fire Department of the City of Duquesne.
3. A Proclamation for an Eagle Scout.
4. A Proclamation for the first woman Sergeant

**To avoid any duplication, Solicitor Sainovich asked for a clarification as to who will do the Proclamations. Will it be Mr. Sample or the Solicitor? Per Mr. Sample, traditionally the City Manager with the Council's approval. Solicitor Sainovich asked to just let him know.

**Councilman Adams suggested having a nomination as to who would do the Proclamations.

**Solicitor Sainovich said he would have the Proclamation for Former Police Chief Adams for the next meeting which is on Tuesday, June 23, 2020.

**Ms. Maser Michaels asked if there was a Proclamation Policy in place if it's a City Proclamation and if it should be voted on. Mr. Sample said he would write a Proclamation Policy.

**Councilperson Washington referenced talking about Street Name Changes.

8:20 pm ADJOURNMENT

First: Councilperson Washington **Second:** Mayor Nesby **Motion carried: 4-0**

Nickole Nesby

Marian Marko-Eberle