

**TOWN OF McCANDLESS  
COUNCIL'S REGULAR BUSINESS MEETING**

**AGENDA  
NOVEMBER 28, 2016**

- 1) Call to Order at 7:30 p.m.
- 2) Invocation by Councilman Walkauskas.
- 3) Pledge of Allegiance to the Flag.
- 4) Announcements.
- 5) Public Hearing on an ordinance tentatively identified as Ordinance No.1460, an ordinance setting the Real Estate Tax rate for 2017 and other revenue sources and setting various appropriations for the 2017 calendar year budget.
- 6) Public Hearing on an ordinance tentatively identified as Ordinance No. 1461, an ordinance reappropriating various amounts of funds within the General Fund 2016 Budget.
- 7) Move to approve the minutes of Council's Regular Business Meeting of October 24, 2016, as submitted to each member of Council.
- 8) Reports of the Committee:

***A. FINANCE & PERSONNEL COMMITTEE***

1. Move to approve the bills on List #11, dated October 25, 2016 through November 28, 2016, totaling \$2,120,330.79, as submitted to each member of Council and posted on the bulletin board.
2. Move to adopt Resolution No. 25 of the 2016 Series, a resolution amending the Town of McCandless Appointment Policy for authorities, boards, commissions and advisory committees regarding incumbent candidates.

***B. PUBLIC SAFETY COMMITTEE***

1. Move to adopt Resolutions No. 26, 27, 28 and 29 of the 2016 Series, resolutions authorizing the Council President and Town Manager to sign and submit an application for traffic signal approval to the Pennsylvania Department of Transportation for maintenance of a School Zone Signal update at the intersections of 1) Ingomar Road (SR4070) at Ingomar Elementary School 2) Peebles (SR4064) and Hosack Elementary School 3) Peebles Road (SR4064) at Peebles Elementary 4) Cumberland Road (SR4024) at McKnight Elementary School/North Allegheny Intermediate High School, respectively.

2. Move to approve the retirement request of Officer Joseph S. Snider, III, effective December 1, 2016.
- 9) New Business
- 10) Public Comment.
- 11) Conduct interviews of candidates for a position on the Town Personnel Board.
- 12) Adjournment.

Respectfully submitted,



Tobias M. Cordek  
Town Manager

/mah

OFFICIAL  
TOWN OF McCANDLESS  
ORDINANCE NO. 1460

AN ORDINANCE OF THE TOWN OF McCANDLESS FIXING THE REAL ESTATE TAX RATE FOR THE YEAR 2017 AND APPROVING THE TOWN BUDGET FOR THE YEAR 2017.

BE IT ORDAINED AND ENACTED by the Town Council of the Town of McCandless, Allegheny County, Pennsylvania as follows:

Section 1. A tax is hereby levied on all real property within the Town of McCandless subject to taxation for general governmental purposes, for debt purposes, for fire prevention and for capital improvements for the fiscal year 2017 as follows:

For governmental purposes, debt purposes, fire prevention purposes, and capital improvements, the sum of 1.296 mills on each dollar of assessed valuation, or the sum of 12.96 cents (\$.1296) on each one hundred dollars of assessed valuation.

Section 2. The 2017 Town of McCandless **General Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 2,863,067
Real Estate Taxes	3,328,000
Act 511 Taxes	8,866,400
Penalties, Interest and Lien Filing Cost Reimbursements	47,000
Licenses, Permits and Franchise Fees	444,100
Fines and Forfeits	70,000
Interest Earnings	6,500
Rents and Royalties	17,000
Federal Capital and Operating Grants	- 0 -
State Capital and Operating Grants	131,000
State Shared Revenues and Entitlements	623,900
Local Grants/Contributions	116,500
Regional Asset District Sales Tax	440,000
Charges and Fees	591,200
Special Assessments	400
Contributions and Donations	16,000
Sale of Assets	42,000
Fund Transfers In	- 0 -
Refunds of Prior Year Expenditures	156,800
<b>TOTAL ESTIMATED REVENUE AND CASH</b>	<b>\$ 17,759,867</b>

SUMMARY OF ESTIMATED APPROPRIATIONS

General Government	\$ 1,839,800
Public Safety	6,859,100
Public Works	3,867,100
Culture & Recreation	1,046,300
Refunds	130,000
Fund Transfers Out	1,014,500

DRAFT

Fund Balance (12/31/2017):	
Nonspendable Fund Balance	30,000
Committed Fund Balance	470,000
Assigned Fund Balance	- 0 -
Unassigned Fund Balance	<u>2,503,067</u>
TOTAL APPROPRIATIONS	\$ 17,759,867

Section 3. The 2017 Town of McCandless **State Highway Aid Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ - 0 -
Liquid Fuels State Funds	829,800
Turnback Funds	26,800
Interest Income	<u>600</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 857,200

SUMMARY OF ESTIMATED APPROPRIATIONS

Transfers Out	\$ 857,200
Restricted Fund Balance (12/31/2017)	<u>- 0 -</u>
TOTAL APPROPRIATIONS	\$ 857,200

Section 4. The 2017 Town of McCandless **Street and Water Assessment Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 829,802
Assessments	65,000
Interest Income	<u>1,100</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 895,902

SUMMARY OF ESTIMATED APPROPRIATIONS

Public Works	\$ 391,000
Committed Fund Balance (12/31/2017)	<u>504,902</u>
TOTAL APPROPRIATIONS	\$ 895,902

Section 5. The 2017 Town of McCandless **Capital Projects and Improvements Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 4,934,739
Contributions	- 0 -
Interest Income	18,000
Transfers In	<u>2,086,400</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 7,039,139

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SUMMARY OF APPROPRIATIONS

General Government	\$ 198,100
Public Works	4,363,400
Culture and Recreation	179,100
Committed Fund Balance (12/31/2017)	<u>2,298,539</u>
TOTAL APPROPRIATIONS	\$ 7,039,139

Section 6. The 2017 Town of McCandless **Transportation District Fund** Budget is hereby approved as follows:

SUMMARY OF ESTIMATED REVENUE

Fund Balance (1/1/2017)	\$ 457,887
Assessments	124,700
Interest Income	<u>3,000</u>
TOTAL ESTIMATED REVENUE AND CASH	\$ 585,587

SUMMARY OF ESTIMATED APPROPRIATIONS

Public Works	\$ 126,000
Transfers Out	124,700
Committed Fund Balance (12/31/2017)	<u>334,887</u>
TOTAL APPROPRIATIONS	\$ 585,587

Section 7. An estimate of the specific items making up the amounts appropriated to the various departments is on file in the Office of the Secretary of the Town, 9955 Grubbs Road, Wexford, PA 15090.

ORDAINED AND ENACTED into law this 19<sup>th</sup> day of December, 2016, to become effective January 1, 2017.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President

OFFICIAL  
TOWN OF McCANDLESS  
ORDINANCE No. 1461

AN ORDINANCE OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PA, AMENDING ORDINANCE NO. 1453 APPROPRIATING CERTAIN MONIES FOR FISCAL YEAR 2016

BE IT ORDAINED AND ENACTED by the Town Council of the Town of McCandless, Allegheny County, PA as follows:

Section 1. The 2016 General Fund Budget of \$18,345,052, as approved December 21, 2015 by Ordinance No. 1453, is hereby amended as follows:

SUMMARY OF APPROPRIATIONS

	<u>ORIGINAL APPROPRIATION</u>	<u>AMENDED APPROPRIATION</u>
<b>CITIZENINFORMATION (406)</b>		
Health Insurance	6,100	14,200
Legal Services	2,500	16,500
<b>POLICE PROTECTION (410)</b>		
Police Officer Education Overtime	6,500	12,100
Police Officer Outside Detail Overtime	125,000	140,000
Legal Services	17,000	28,800
<b>FIRE PROTECTION AND PREVENTION (411)</b>		
Public Fire Hydrant Services	130,000	147,200
VFC Contributions	439,500	839,500
<b>RECYCLING (426)</b>		
Laborer Wages	45,000	85,000
Other Operating Supplies	8,500	25,000
<b>PUBLIC WORKS ADMINISTRATION (430)</b>		
Salaries and Wages	250,900	286,200
Capital Purchases	85,300	126,000
<b>MAINTENANCE AND REPAIRS OF ROADS AND BRIDGES (438)</b>		
Laborer Wages	70,000	82,000
<b>REFUNDS (491)</b>		
Property Tax Refunds	5,000	38,000
<b>TRANSFERS TO OTHER FUNDS (492)</b>		
Transfer to Capital Improvements Fund	2,240,800	2,939,500

Section 2. The 2016 Capital Projects and Improvements Fund Budget of \$7,039,139, as approved December 21, 2015 by Ordinance No. 1453, is hereby amended as follows:

**DRAFT**

**CAPITAL PROJECTS AND IMPROVEMENTS FUND (18)**

Culture (451)	125,600	220,000
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These increased appropriations, totaling \$1,442,300, have been financed through reduced appropriations in other areas and increased revenues.

ORDAINED AND ENACTED into law this 19th day of December, 2016, to become effective immediately.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

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Secretary

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President

**OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 25 of 2016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AMENDING THE TOWN'S APPOINTMENT POLICY FOR AUTHORITIES, BOARDS, COMMISSIONS AND ADVISORY COMMITTEES, RESOLUTION No. 9 OF 2016, WITH RESPECT TO REAPPOINTMENT OF INCUMBENT APPOINTEES**

**WHEREAS**, the Town Council of the Town of McCandless regularly appoints qualified electors and/or residents of the Town to positions on various Town Authorities, Boards, Commissions and Advisory Committees; and

**WHEREAS**, Town Council wishes to amend Resolution No. 9 which established its appointment policy to clarify its procedure regarding incumbents.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Town Council of the Town of McCandless as follows:

Section 1.

The Town Council of the Town of McCandless hereby amends the Appointment Policy by deleting the current Section 8 and inserting a new Section 4 and renumbering current Sections 4 through 7 as shown in the attached **Exhibit A**, with such changes incorporated herein by reference.

Section 2.

Any resolutions in conflict with this Resolution shall be repealed to the extent of such conflict.

Section 3.

This Resolution shall become effective upon adoption.

Motion made by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and this resolution is adopted this **28th** day of **November**, 2016.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**EXHIBIT A**  
**APPOINTMENT POLICY**

1. An application form for positions on Authorities, Boards, Commissions and Advisory Committees appointed by Town Council and information about these positions will be available at Town Hall and on the Town website.
2. Applications will be accepted at any time for any position. Acknowledgement of receipt of an application will be sent within seven (7) days. Applications will be kept on file at the Town Hall for up to two years from the date of receipt.
3. When a vacancy occurs, the position will be posted on the Town website for thirty (30) days, unless a shorter or longer period is determined by Council. Advertisements can also be placed in other Town publications such as the Town Crier and eNews (McMail), if feasible within the thirty-day time period.
4. Incumbents will be invited to be considered for re-appointment by the appropriate Town Council Committee Chair or liaison unless Town Council determines otherwise. An incumbent seeking re-appointment will complete the Town's application form, submit an updated resume if the incumbent desires and schedule an interview with Town Council through the Town Manager's Office.
5. Applications may be submitted in person at the Town Hall, by mail or electronically to the Town Manager before the posted deadline.
6. Town Council will conduct an interview with qualified individual applicants for vacancies at the convenience of the applicant and Council as soon as is feasible.
7. Appointments will be made following the interview by majority vote of Town Council.
8. Successful appointees will be notified within one week of appointment.
9. Those appointed to positions after June 1, 2016, may hold no more than two appointed positions at one time.
10. Full descriptions, responsibilities and lengths of terms for Authorities, Boards, Commissions and Advisory Committees, as well as the names of appointees, appointment dates and term expiration will be posted on the Town website in the appropriate location.

**OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 26 of 2016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE COUNCIL PRESIDENT AND TOWN MANAGER TO SIGN AND SUBMIT AN APPLICATION FOR TRAFFIC SIGNAL APPROVAL TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR A SCHOOL ZONE SIGNAL UPDATE AT THE INTERSECTION OF INGOMAR ROAD (SR4070) AT INGOMAR ELEMENTARY.**

**BE IT RESOLVED**, by authority of the Town Council of the Town of McCandless, Allegheny County, and it is hereby resolved by authority of the same that the Council President and Town Manager of the Town of McCandless are authorized and directed to sign and submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the Town of McCandless.

Motion made by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and this resolution is adopted this **28th** day of **November, 2016**.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 27 of 2016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE COUNCIL PRESIDENT AND TOWN MANAGER TO SIGN AND SUBMIT AN APPLICATION FOR TRAFFIC SIGNAL APPROVAL TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR A SCHOOL ZONE SIGNAL UPDATE AT THE INTERSECTION OF PEBBLES ROAD (SR4064) AT HOSACK ELEMENTARY.**

**BE IT RESOLVED**, by authority of the Town Council of the Town of McCandless, Allegheny County, and it is hereby resolved by authority of the same that the Council President and Town Manager of the Town of McCandless are authorized and directed to sign and submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the Town of McCandless.

Motion made by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and this resolution is adopted this *28th* day of **November, 2016**.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 28 of 2016

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE COUNCIL PRESIDENT AND TOWN MANAGER TO SIGN AND SUBMIT AN APPLICATION FOR TRAFFIC SIGNAL APPROVAL TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR A SCHOOL ZONE SIGNAL UPDATE AT THE INTERSECTION OF PEBBLES ROAD (SR4064) AT PEBBLES ELEMENTARY.

BE IT RESOLVED, by authority of the Town Council of the Town of McCandless, Allegheny County, and it is hereby resolved by authority of the same that the Council President and Town Manager of the Town of McCandless are authorized and directed to sign and submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the Town of McCandless.

Motion made by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and this resolution is adopted this **28th** day of **November, 2016**.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

**OFFICIAL  
TOWN OF McCANDLESS  
RESOLUTION No. 29 of 2016**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF McCANDLESS, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE COUNCIL PRESIDENT AND TOWN MANAGER TO SIGN AND SUBMIT AN APPLICATION FOR TRAFFIC SIGNAL APPROVAL TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR A SCHOOL ZONE SIGNAL UPDATE AT THE INTERSECTION OF CUMBERLAND ROAD (SR4024) AT McKNIGHT ELEMENTARY/NORTH ALLEGHENY INTERMEDIATE HIGH SCHOOL.**

**BE IT RESOLVED**, by authority of the Town Council of the Town of McCandless, Allegheny County, and it is hereby resolved by authority of the same that the Council President and Town Manager of the Town of McCandless are authorized and directed to sign and submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation and to sign this Application on behalf of the Town of McCandless.

Motion made by Council member \_\_\_\_\_, seconded by Council member \_\_\_\_\_, and this resolution is adopted this **28th** day of **November, 2016**.

ATTEST:

TOWN COUNCIL  
TOWN OF McCANDLESS

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President