

**BOROUGH OF CHURCHILL  
2300 WILLIAM PENN HIGHWAY  
PITTSBURGH, PA 15235**

Minutes of Workshop Meeting

May 4, 2020

The Workshop Meeting of the Borough of Churchill was held via livestreaming on Monday, May 4, 2020 and was called to order by Mr. Dworin at 7:00 p.m. Members present included Meses. Law, Yankes, Greco, Messrs. Collins, DeFranco and McDowell. Also present were Mayor Gamrat, Donna J. Perry, and Solicitor Gavin Robb.

NEW BUSINESS

Ms. Yankes discussed the intent to adopt a Live Well Allegheny resolution to make a commitment to facilitate healthy lifestyles. She supplied samples of resolutions to Councilmembers so that a determination of viable options could be achieved.

OLD BUSINESS

Mr. Dworin stated the WHSD is planning to install lighting at the soccer field. They will ensure that there will not be any light emitting into homes. The lights are LED downlight. One point that needs clarified is the height since our ordinance states height is not to exceed 24'.

Mr. Collins discussed finances and tax collection due dates. It was decided we could not extend the current collection due dates since the discount period already ended. He also stated we need to closely monitor the earned income tax collection since we are unsure about employment status with our residents due to COVID-19.

Ms. Law informed there was a Zoom conference last Thursday with the consultant Susan Hockenberry to discuss the realignment of office staff responsibilities. This is due to the retirement of Sandy Curry on April 30 and the upcoming retirement of Donna Perry on June 30.

Mr. Yankes informed there are two upcoming CONNECT webinars on May 6 and 8 respectively regarding the Census 2020 and finance crisis solutions.

Solicitor Robb stated his firm is conducting an upcoming webinar regarding employment rules and recommendations.

Mayor Gamrat was involved with a circumstance on Garden Terrace regarding a resident who felt an item on a neighbor's property was offensive.

MANAGER UPDATE

Ms. Perry advised the TCVCOG vector truck will be in the borough for seven days cleaning catch basins to comply with the MS4 storm water mandate.

The accounts payable system has been outsourced to Bookminders beginning May 1. Ms. Perry has to work closely with them and learn new procedures and reporting. She asked for Council's patience during this period, especially with the retirement of Ms. Curry.

**ADJOURN**

There was a motion by Ms. Law, seconded by Ms. Greco and unanimously approved to adjourn at 7:59 p.m.

Donna J. Perry  
Secretary