

**CASTLE SHANNON BOROUGH
MINUTES OF REGULAR MEETING**

January 14, 2019

The following elected officials were present: M. Heckmann; N. Kovach; B. Oates; M. Randazzo; D. Swisher; D. Baumgarten; E. O'Malley. Council Members T. Kirsch and M. Warhold were absent. The following appointed officials were present: T. Hartswick, Borough Manager; D. Biondo, Solicitor; K. Truver, Police Chief. Codes Official P. Vietmeier was absent.

The minutes of the December 10, 2018 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Swisher seconded; all in favor; motion carried.

Mr. Heckmann opened the public comment section for agenda items. Being none, the public comment was closed.

Real Estate Tax Collector: Ms. O'Malley reported December collections of \$82,942.87 with year-to-date collections of \$3,131,679.72. This is a 97% collection rate, an increase of 2% from 2017. There are 135 outstanding real estate bills for a total due of \$105,678.84.

Council Committee Reports:

Public Relations/Communications – Mr. Heckmann announced that borough e-mail addresses will be updated and standardized with staff names at csboro.org.

Building & Grounds/Public Works – Mr. Oates noted that winter is upon us. The Public Works Department had sufficient salt in storage and on order, and all plow trucks are operational.

Public Safety/Fire – The agenda contained the December police reports.

Finance – Mr. Swisher reviewed check registers December 18th and January 9th. Inquiries were addressed, and no further questions exist. Mr. Oates motioned to ratify the treasurer's report; Mr. Swisher seconded; all in favor; motion carried.

Community Activities/Planning & Codes – Moonstones, a metaphysical haven, will be moving into the former Drum World location on Castle Shannon Boulevard.

Library – Ms. Randazzo reported that the library met on January 10th and discussed committee assignments for 2019. Mr. Scott Tkach resigned from the board. Applicants interested in the vacancy can submit a letter of interest and resume to Heather Myrah, Library Director.

The poinsettia sale was very successful, and Enjoy book sales netted over \$400.00.

Attendance data is on track for programming events, and many new programs are planned for all ages.

MRTSA – Mayor Baumgarten and Mr. Swisher have both been appointed to the MRTSA Personnel Committee. The entire MRTSA board will meet on January 23, 2019.

ABCA – Ms. Kovach plans to attend the general membership meeting on February 2nd.

ALOM – Mr. Heckmann will attend the spring conference.

Manager: Mr. Hartswick discussed the \$42,500 Active Allegheny Grant to conduct a pedestrian connection study from the Shannon Transit Village to municipal destinations, i.e. library, school, park. Two applications were received from the request for qualifications search. Applications were reviewed by the selection committee, and council agreed to have the “Lennon Smith Team” attend a future meeting to discuss their proposal.

Mr. Hartswick presented Resolution #667 PennDOT Abbreviated Utility Work for Concrete Slab Repairs on Castle Shannon Boulevard with Manhole Adjustments. Ms. Kovach motioned to adopt Resolution #667; Ms. Randazzo seconded; all in favor; motion carried.

Castle Court Developers (A.R. Building Company, Inc.) presented a request to release funds from their performance bond of \$650,557.00. Borough engineers reviewed their request and approved the release of a reduced amount of \$516,002.00. Mr. Biondo will prepare a revised agreement for the release of \$516,002.00. Ms. Randazzo motioned to authorize the appropriate officials to execute the revised agreement; Mr. Swisher seconded; all in favor; motion carried.

Mayor: Mayor Baumgarten presented a proclamation for Castle Shannon School Choice Week.

Planning Commission: Council acknowledged receipt of the November 19, 2018 meeting minutes.

Solicitor: Mr. Biondo and Mr. Vietmeier are preparing a new ordinance establishing regulations and requirements for rental properties in the Borough of Castle Shannon, including but not limited to requiring owners of rental property to submit to the Borough a Rental Unit Occupancy Registration Statement identifying dwellings which are rental units and identifying the occupants of those rental units, requiring that all such rental units be inspected by the Borough’s Code Official and that a Certificate of Occupancy and Rental Permit be obtained, requiring that a local agent be appointed for the owner if necessary, providing for the revocation of a Rental Permit, establishing insurance requirements; establishing fees and establishing penalties for violations. The public hearing is scheduled for the January 28th council meeting.

Public Comment:

Linh Nguyen, 1000 Terrace Drive – had several suggestions/ideas to propose to council. 1) Forming a group of communities to enable glass recycling. Mr. Hartswick explained that the South Hills Area Council of Governments is considering a joint municipal drop off site. 2) Installation of a deck hockey and/or recreation center for children. She is exploring an interest level for hockey through CSYA. 3) Creating a dog park in the borough. Ms. Nguyen added that her children enjoy the summer recreation program at Hamilton Park. Ms. Kovach suggested Ms. Nguyen explore the children’s activities at the library.

Mr. Heckmann closed public comment.

Other: Mr. Heckmann discussed the partial federal government shut down, and added he sympathizes with the many federal employees struggling during this difficult situation.

Ms. Randazzo motioned to adjourn; Mr. Swisher seconded; all in favor; motion carried.

Approved as presented this 28th day of January, 2019.

Thomas C. Hartswick
Borough Manager

Mark J. Heckmann
President