

**CASTLE SHANNON BOROUGH  
MINUTES OF REGULAR MEETING**

January 28, 2019

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

The minutes of the January 14, 2019 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.

**Public Hearings:** Mary Birks, Executive Director for Outreach Teen and Family Services, provided information and described the program available to children and parents for family counseling. More information can be found at [outreachteen.org](http://outreachteen.org). Council agreed that this is a wonderful resource for communities throughout Allegheny County.

Mr. Biondo presented Ordinance #917 adopting regulations and requirements for rental property in the borough; requiring owners of rental properties to submit a rental unit occupancy registration statement and obtain a certificate of occupancy and rental permit for all rental units and appoint a local agent if necessary; requiring inspection of rental units; providing criteria and procedures for revocation of rental permits; establishing insurance requirements; establishing fees; and establishing penalties for violations. Mr. Heckmann opened the public hearing. Mr. Swisher questioned the procedure for security buildings of sub-rentals. Mr. Vietmeier answered he would contact the rental company. Ms. Randazzo thanked Mr. Vietmeier for his diligence and effort on the ordinance. Mr. Heckmann closed the public hearing. Ms. Randazzo motioned to adopt Ordinance #917; Mr. Swisher seconded; all in favor; motion carried.

**Real Estate Tax Collector:** Mr. Swisher motioned to exonerated Ms. O'Malley, Tax Collector, from the 2018 delinquent taxes and turn the accounts over to the lien tax collector, Jordan Tax Service; Mr. Kirsch seconded; all in favor; motion carried.

**Council Committee Reports:**

**Public Safety/Fire** – Chief Truver requested council authorize the appropriate officials to execute the grant agreement for Buckle Up PA for 2019-2020. Ms. Randazzo made the motion; Mr. Kirsch seconded; all in favor; motion carried.

**Finance** – Mr. Swisher reviewed check register for January 25<sup>th</sup> and questioned an expense. Mr. Heckmann noted the expenditure was for stamped envelopes. Mr. Oates motioned to approve the financial reports; Mr. Swisher seconded; all in favor; motion carried.

**Community Activities/Planning & Codes** – Mr. Hartswick presented a 2018 Real Estate Summary Report including an overall property transaction summary, sales prices versus assessed valuations, a property value summary, and a residential price grouping.

**Library** – Ms. Randazzo announced that the library was awarded the 5<sup>th</sup> and final Silver Star for PA Forward. PA Forward’s goal is a future where all Pennsylvania public, special, academic and school libraries unite in a shared vision of helping residents succeed as citizens, parents, students, employers, employees and consumers. Our library continues to work toward a gold star status.

**MRTSA** – Mayor Baumgarten noted that MRTSA’s line of credit is maxed out. Revenue from the 2019 subscriptions is subsidizing the 2018 expenditures. The law needs to be changed requiring insurance companies to pay the ambulance companies (instead of the patients) for their transports. Mayor Baumgarten believes the six communities in MRTSA will need to increase donations to continue to provide this valuable service to the community.

**SHACOG** – The agenda contained minutes of the January 27, 2019 Board of Director’s Meeting.

SHACOG is coordinating a recycling glass drop off center in Baldwin Borough by Michael Brothers. More information will follow. Ms. Morrow keeps the borough website updated on recycling information.

**ABCA** – Ms. Kovach plans to attend the general membership meeting on February 2<sup>nd</sup>.

**ALOM** – Mr. Heckmann will attend the spring conference.

**Police Pension/Non-Uniformed Pension** – The Statement of Accounts noted a loss in the fourth quarter of 2019.

**Manager:** Mr. Hartswick presented information regarding a line of credit not to exceed \$2,200,000 from Dollar Bank with a term of three years. The line of credit would be utilized for infrastructure and streetscape improvements. Mr. Kirsch motioned to authorize the appropriate officials to execute the acknowledgement to enact bond procedures; Mr. Oates seconded; all in favor; motion carried.

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.

Mr. Hartswick presented the received fee schedule for 2019 which increased sewage tap-in fees to \$2,000.00. Mr. Swisher motioned to approve the fee schedule; Ms. Randazzo seconded; all in favor; motion carried.

Council will meet in executive session to review qualifications of a candidate for the Main Street Manager/Keystone Community Coordinator applicants. Mr. Kirsch authorized the borough manager to make an offer of employment to the selected individual; Mr. Oates seconded; all in favor; motion carried.

**Solicitor:** Mr. Biondo presented a letter regarding the Castle Shannon Solicitation Curfew of 8:00 p.m. Aptive Environmental, LLC, a nationwide pest control company, maintains that the curfews are unconstitutional. Mr. Biondo has contacted the attorney in question and modifications to the borough's ordinance may be needed in the future.

Resident's should be aware that "No Solicitation" notices can be printed from the police website and posted on homes to eliminate door-to-door solicitation.

**Public Comment:**

Trinette Kern – stated she is no longer the administrator at Gracious Living Personal Care Home. For future event participation, committees should contact the manager of operations. Ms. Kern thanked council for making the residents of Gracious Living a participation in the community events.

Mr. Heckmann closed public comment.

**Other:** Nothing to report.

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

Approved as presented this 11th day of February, 2019.

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Thomas C. Hartswick  
Borough Manager

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Mark J. Heckmann  
President