

**CASTLE SHANNON BOROUGH
MINUTES OF REGULAR MEETING**

June 08, 2020

The June 8, 2020 meeting of the Castle Shannon Borough Council was held as a virtual meeting using Zoom Meeting technology in compliance with the disaster emergency proclamation of the Governor of Pennsylvania related to the coronavirus pandemic, including the closure of non-essential businesses, stay-at-home order and social distancing directives.

The following elected officials were present: R. Astor; M. Heckmann; N. Kovach; J. Maloney; B. Oates; M. Randazzo; D. Swisher; D. Baumgarten; E. O'Malley. The following appointed officials were present: T. Hartswick, Borough Manager; D. Biondo, Solicitor; P. Vietmeier, Codes Official.

The minutes of the May 11, 2020 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Swisher seconded; all in favor; motion carried.

Mr. Heckmann will address the online public comments received at the second public comment section of the meeting.

Real Estate Tax Collector: Ms. O'Malley reported May collections of \$75,479.91. Year to date collections are \$3,385,476.70, which is an 87% collection rate.

Council Committee Reports:

Public Relations/Communications – Mr. Heckmann noted that Allegheny County is in the green phase of Governor Wolf's COVID reopening plan. There are multiple CDC safety protocols for maintaining healthy environments relating to recreation and team sports; therefore, to insure the safety of our children, council regrets to announce the cancellation of the 2020 Summer Recreation Program at Hamilton Park.

CSYA has also confirmed the cancellation of the majority of summer programs for baseball and soccer. Hamilton Field will be utilized for the pony league.

Borough parks are open for public use, and residents should follow the safety guidelines posted. More information on CDC guidelines is available on the police website.

The Streetscape Committee has received eight proposals and conducted three interviews for a professional services contract. Ms. Kovach motioned to accept the proposal by KU Resources pending clarification of specifics on the grant agreement from Penndot; Mr. Astor seconded; all in favor; motion carried.

Municipal staff has returned to onsite working schedules; however, the municipal building will remain closed to the public for safety considerations. Mr. Heckmann thanked residents for their patience during this closure.

Building & Grounds/Public Works – Mr. Oates reported that the Public Works crew has been preparing park equipment and pavilions for public opening. Signage for COVID guidelines have been posted.

Since CSYA will be reducing use of borough fields this summer, some neighboring communities have shown an interest in using our fields. Mr. Maloney motioned to approve adoption of a field usage permit and policy (conforming with CDC guidelines) with appropriate insurances and requirements; Mr. Oates seconded; all in favor; motion carried.

Public Safety – Chief Truver discussed the adaptive system of traffic control signals on the Route 88 corridor. Traffic signals at Rockwood Avenue, Castle Shannon Boulevard, Grove Road and Killarney Drive have been modified to improve traffic flow. Signal patterns will adjust themselves based on traffic flow. PennDOT will be monitoring and adjusting traffic signal timing throughout the 30-day testing period effective May 28, 2020.

Ms. Kovach and Chief Truver related that the Castle Shannon Police Officers are highly trained in all aspects of police work. Chief Truver added that he is 100% confident in their ability to carry out their duties. Mayor Baumgarten, Borough Council and the rest of the borough employees thank the officers for their service to the community of Castle Shannon.

Mr. Heckmann thanked Chief Truver for providing green phase reopening safety coordination with local businesses. Please support your local businesses.

Finance – Mr. Swisher approved the check registers for April 30th and May 7th for which he received clarification regarding backhoe repairs. Mr. Swisher also reviewed the check registers for May 15th, May 21st and June 2nd and had no further questions. Mr. Swisher motioned to approve the check registers as presented; Ms. Kovach seconded; all in favor; motion carried.

Ms. Kovach motioned to ratify the May Treasurer's Report; Ms. Randazzo seconded; all in favor; motion carried.

Mr. Swisher presented a memorandum from Mr. Hartswick requesting reallocation of funds in the capital budget. Mr. Maloney motioned to reallocate \$25,000 from line item 18-00-438-452 Contract Paving to 18-00-430-702 Public Works Garage Door Replacement; Ms. Kovach seconded; all in favor; motion carried.

Community Activities/Planning and Codes – Ms. Kovach stated that COVID 19 has prevented many of the borough's community activities this year and questioned if a fireworks presentation could be scheduled for a later date. Mr. Heckmann noted that funds for fireworks has not been reallocated. Chief Truver added that CDC guidelines suggest gatherings of less than 250 people. This will be an item for future discussion.

The CSRC is planning a street event for August. Ms. Kovach would like to recreate a historical walk with map for a late summer event in the business district.

The Castle Shannon Volunteer Fire Department has not cancelled the annual carnival at this time.

Mr. Vietmeier stated that the Planning Commission will meet to review two conditional use hearings for billboards on Monday, June 15th.

It was noted that a sign exists on Sleepy Hollow Road to sell fishing lures. Mr. Vietmeier will investigate.

Library – Ms. Randazzo stated that the library staff is working to comply with CDC guidelines for reopening, i.e. rearranging furniture, ordering sanitizing supplies, installing plexiglass shields around the serving desk, etc. Part-time staff is working one day a week.

New computers were installed in the library today.

The outside book drop will be reopening. Materials will be quarantined for 72 hours. The library will not be receiving book donations at this time.

Lobby and curbside pickup for materials will be available starting June 15th from 1:00 p.m. to 3:00 p.m. Monday through Friday.

The Office of Commonwealth Libraries has approved the framework for opening libraries, possibly by June 30th.

Recent information received indicates that Regional Asset Distribution funding for libraries, along with state funding, will be greatly reduced due to the pandemic.

MRTSA: Paramedics have been very busy, not only with COVID, but as first responders for recent demonstration events. MRTSA is taking a significant look at capital expenditures to modernize equipment.

SHACOG: Mr. Oates reported that board meetings have been suspended since February.

Mr. Heckmann, Chief Truver and Mayor Baumgarten are very thankful that this organization is in place to enable sharing resources for emergency management professionals.

Manager's Report: Mr. Hartswick presented Resolution #689 to request a \$300,000 Watershed Restoration and Protection Program (WRPP) grant through the Commonwealth Financing Authority for Armstrong Park and Killarney/Glen Shannon Stormwater Improvements. Mr. Astor motioned to adopt Resolution #689; Ms. Randazzo seconded; all in favor; motion carried.

Ms. Kovach motioned to ratify acceptance of the SHACOG Summer 2020 Road Material Tabulation; Mr. Maloney seconded; all in favor; motion carried.

Mr. Hartswick will present council with an abbreviated list of roads for paving this year.

The Park Master Plan Committee will meet with our consultant on June 17th for the Hamilton Park Master Plan project.

Solicitor: Mr. Biondo noted that an appeal to a right-to-know request through the Pennsylvania Office of Open Records has been resolved.

Public Comment: Mr. Heckmann received one public comment submission from the website.

Nadia Dojcak, 1338 Hamilton Road – requested the zoning laws be changed to allow for raising chickens. Mr. Heckmann stated that an urban farming ordinance is being prepared for council’s review.

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

Approved as presented this 22nd day of June 2020.

Thomas C. Hartswick
Borough Manager

Mark J. Heckmann
President