

## CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

September 14, 2020

The September 14, 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; K. Truver, Police Chief; D. Biondo, Solicitor; P. Vietmeier, Codes Official; Jason Stanton, Borough Engineer; Jeanne Manko, Court Reporter.

The minutes of the August 24, 2020 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Maloney seconded; all in favor; motion carried.

**Public Hearing:** This public hearing is a continuation of conditional use public hearings held on August 24<sup>th</sup> for Summit Locations and Genesis Outdoor Advertising. Ms. Manko, Court Reporter, attended the meeting to take detailed minutes of this proceeding and swear in the participants.

Mr. Heckmann opened the public hearing for Summit Locations.

Forest Runnels, Summit Locations – described the proposed billboard as being similar to the Steel City sign. Placement of the sign will be 1130 Castle Shannon Boulevard. Mr. Runnels requested a waiver of the requirement to advertise only onsite goods and services and stated that the sign would advertise small businesses. Mr. Runnels added that the sign will be available for advertising community events.

Ms. Kovach questioned the fee structure for ads. Mr. Runnels replied that it varies depending on the location and number of advertisers. Mr. Astor questioned the rotation timing for ads. Mr. Runnels answered eight seconds. Mr. Heckmann advised that planning commission's formal recommendation was to deny the conditional use request. Mr. Biondo suggested that transcripts from the planning commission meetings and public hearings before council be made part of the record, along with the formal submission from Mr. Runnels as well as the recommendation of the planning commission. Mr. Heckmann closed the public hearing.

A roll call vote was taken to approve the conditional use application for Summit Locations. Mark Heckmann – yes; Robert Astor – yes; Nancy Kovach – no, as she agrees with planning commission's recommendation; Jason Maloney – yes; William Oates – yes; Marian Randazzo – yes; Daniel Swisher – yes. Approval passed six to one. Mr. Biondo will provide a formal documentation of conditions of the approval subject to borough ordinances and representations made by Mr. Runnels at the various hearings.

Mr. Heckmann opened the public hearing for Genesis Outdoor Advertising.

Thomas Cregan, Genesis Outdoor Advertising – joined via a telephone to request the approval of a conditional use for a billboard sign located at the intersection of Connor Road and Library Road. Mr.

Heckmann stated that the planning commission has informally rendered a recommendation to council. Receipt of the formal planning commission minutes will be received by the next council meeting. Mr. Cregan stated the billboard for Genesis Outdoor Advertising is the same size, dimension and application as Mr. Runnels information. There have been no changes beyond what was originally presented to the planning commission. Council members had no questions.

Ms. Kovach motioned to continue the public hearing in order to receive the formal recommendation and minutes from the planning commission before council takes action; Mr. Astor seconded. A roll call vote was taken to continue the hearing. Mark Heckmann – yes; Robert Astor – yes; Nancy Kovach – yes; Jason Maloney – yes; William Oates – yes; Marian Randazzo – yes; Daniel Swisher – yes. Motion passed unanimously.

**Civil Service Commission:** Chief Truver reported that eleven candidates have submitted applications.

### **Council Committee Reports**

Mr. Heckmann reported the following appointments to integrate our two newest council members into appropriate committees:

Building & Grounds/Public Works – Jason Maloney, Chairman; William Oates, Vice Chairman  
Public Safety/Fire – Robert Astor, Chairman  
Community Activities/Planning & Codes – Nancy Kovach, Chairman

All other committees remain unchanged. Ms. Kovach expressed her interest in serving as vice chairman on public safety.

**Public Relations/Communications:** Mr. Heckmann reported that the municipal building is being updated to provide both a secure and a public Wi-Fi connection in council chambers.

Borough newsletters articles are due to Krista Mosher by September 15<sup>th</sup>. A new design and layout is planned with digital capability.

**Building & Ground/Public Works** – Mr. Oates reported that the public works department is concentrating on sewer televising projects at this time. The annual crack sealing program will be starting soon.

**Public Safety/Fire** – Mr. Astor reported that the police department is transitioning their information to cloud solution programs to eliminate additional hardware purchases.

Chief Truver forwarded information to Mr. Astor regarding Trick-or-Treat events around the area and country. Chief Truver will prepare public safety information for distribution to safely support the event.

**Finance** – Mr. Swisher reviewed the check registers for August 27<sup>th</sup>, September 4<sup>th</sup> and September 10<sup>th</sup>. One question regarding an invoice on the September 4<sup>th</sup> list was answered.

**Community Activities/Planning and Codes** – Ms. Kovach reported that the Castle Shannon Revitalization Corporation will be conducting the Saw Mill Run Stream Clean-up on October 24<sup>th</sup>.

The Christmas Decorating Contest for residences and businesses will be held for the 2<sup>nd</sup> year. In addition, a Christmas Market is also being considered in the Port Authority lot.

Mr. Vietmeier reported that the codes office has been very busy with home inspections for sales. The commercial building at 1106 Castle Shannon Boulevard was inspected.

A new salon will be opening at 3760 Willow Avenue, and a credit/lending institution opened behind Dollar Bank on Mt. Lebanon Boulevard.

**Library** – Ms. Randazzo reported that September is National Library Card Sign-up Month. Patrons applying for a new library card by September 30<sup>th</sup> can be entered into a prize drawing.

September is also the fifth annual Love Your Library month. Donations made to the library receive a pro-rated portion of a grant from the Jack Buncher Foundation.

Information is available on the library website about a Read-a-thon event from September 14<sup>th</sup> to 27<sup>th</sup>.

The free book give-a-way continues to be held outside the library under a tent. Donations have been received in the amount of \$725.00.

All children's programming is being held virtually. Forty-six programs have been conducted with over 867 children participating.

Ms. Randazzo encourages residents to complete the census. Each completed census provides Pennsylvania with \$2,000.00 in funding each year.

Mr. Heckmann commended the library staff for their initiatives, i.e. providing curbside pickup, checking stats on programming, updating their inventory, scheduling computer time for people without computers, etc. Ms. Randazzo added that the staff continues to participate in training opportunities, like the diversity training conference from the University of Pittsburgh and an upcoming seminar with the Allegheny County Library Association.

**MRTSA** – Mr. Heckmann reported that MRTSA is developing a new website. Full budget numbers for 2021 are being prepared for participating communities. Thus far, COVID-19 has not impacted MRTSA's ability to provide emergency services.

**ACBA** – Ms. Kovach attended the quarterly board meeting and reported that the 2020 banner program had 74 municipalities and authorities being recognized. Castle Shannon continues to receive this designation.

Police radar legislation continues to be an important matter and is being discussed.

ACBA is seeking opinions from state legislators on recreational marijuana legislation.

A new group was established, Association of Western Pennsylvania Mayors and Council People, to advise county council representatives with local municipal issues.

Ms. Kovach noted that Senator Fontana is sponsoring two shred events. The CSRC event was cancelled in May due to COVID-19. Chief Truver advised that the cost to host the shred event is \$1,000.00 in addition to staff time.

Also under associations, Mr. Astor added that the Allegheny County Southwestern Tax Committee meeting will be held September 17<sup>th</sup>.

Mr. Heckmann stated that future council agendas will list a Keystone Oaks School District section. Chief Truver reported that four police chiefs met with the KOSD superintendent, who provided the student schedule for both in-school and virtual class days. School guards will be working four days a week.

Ms. Randazzo questioned if the borough would be seeking a junior council person for the 2020-2021 school year. Mr. Hartswick noted that student interest in this position has been nil. Ms. Kovach suggested preparing a job description for posting on the social media sites and for distribution to the high school.

**Manager's Report:** Mr. Hartswick presented the 2019 Liquid Fuels Audit report.

**MS4:** Mr. Hartswick and Mr. Stanton will work with a team of students from Penn State University on a detention pond design project for Shannon Heights.

**Mayor's Report:** Mayor Baumgarten stated that Castle Shannon Borough has been very fortunate to have had several talented junior council members in the past.

The Pennsylvania State Mayors Association has reported that the police radar bill will not be advanced and may be introduced next year.

**Planning Commission:** The agenda contained the unapproved minutes of the August 17, 2020 meeting.

**Public Comment:**

Sara Pellegrini, 1313 McCully Road – reported water runoff from a neighboring property. Mr. Vietmeier reviewed the property and has written a letter to the property owner. Council is aware of the issue.

Annie Shaw, Emily Kammenzind, and Michelle Mooney questioned the status of a chicken ordinance. Mr. Heckmann stated that the codes official is continuing to draft an ordinance, which would require county approval. Council acknowledges that this matter is of interest to residents in the borough. Mr. Heckmann discussed urban farming with commissioners in Mt. Lebanon and would like to discuss the same with Bethel Park council members. Mr. Vietmeier noted that Whitehall does not have a chicken ordinance; however, Mr. Astor stated that Dormont does.

Michelle Mooney, 3747 Myrtle Avenue questioned when council agendas and meeting minutes are posted. The borough will endeavor to post the minutes within 48 hours of the meetings, and the website will have an agenda available.

Emily and Albert Kammenzind, 3130 Belleville Street asked about live viewing of the meetings. At this point in time, the borough does not have the capability to record or live stream the meetings.

**Other:**

Mr. Heckmann was sad to report that Michael Cheberenchick, a long-time council member and life-long, solid citizen of Castle Shannon had passed. His life was a great testament to public service.

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

Approved as presented this 28th day of September 2020.

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Thomas C. Hartswick  
Borough Manager

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Mark J. Heckmann  
President