

CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

November 9, 2020

The November 9, 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; J. Maloney; B. Oates; M. Randazzo; D. Swisher; D. Baumgarten; E. O'Malley. Council Member N. Kovach was absent. The following appointed officials were present: T. Hartswick, Borough Manager; K. Truver, Police Chief; D. Biondo, Solicitor; P. Vietmeier, Codes Official; A. Lyda, Junior Council Representative.

The minutes of the October 26, 2020 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Astor seconded; all in favor; motion carried.

Bid Openings: Mr. Hartswick presented the SHACOG 2020-2021 Winter Road Materials bid results. Mr. Oates motioned to approve the bids; Mr. Swisher seconded; all in favor; motion carried.

Real Estate Tax Collector: Ms. O'Malley reported October 2020 collections of \$18,575.70. Year-to-date total collections are \$3,643,206.44. This is a 94% collection rate which is a 1% increase from last year.

Council Committee Reports

Public Relations/Communications: Mr. Heckmann announced that the borough newsletter was mailed to residents. The design was outsourced, and residents are encouraged to share feedback via the website comment page or with borough staff. A digital friendly format is being prepared.

Grant funding for the Six Parks Master Plan was approved. After public bidding, Lennon, Smith, Souleret Engineering was awarded the project; and the committee met to review visions of park improvements. The plan will be shared with the public and will provide concrete recommendations for future park improvements.

Building & Ground/Public Works – Mr. Maloney and Mr. Ausman visited a sanitary sewer repair site on Sleepy Hollow. In addition, a tour of the proposed road segments for the 2021 Road Improvement Program was conducted.

Currently, public works has been performing leaf removal at the borough parks. Salt spreaders have been installed on the dump trucks. When weather permits, crack sealing of roads will be undertaken.

Auctioning a surplus sewer van through a vendor was not successful; therefore, Mr. Maloney motioned to authorize advertising the sale of a 2011 Ford sewer van with a minimum bid of \$13,500. Ms. Randazzo seconded the motion; all in favor; motion carried.

Public Safety/Fire – Mr. Astor reported that the police department received a 2020 Ford Explorer and will shift a 2017 vehicle from the police fleet to the borough fleet. Mr. Astor motioned to authorize advertising the sale of a 2016 Ford Explorer with a minimum bid of \$7,000. Mr. Swisher seconded the motion; all in favor; motion carried.

The Castle Shannon Volunteer Fire Department is planning Light-Up Night for December 6th at 6:30 p.m. COVID-19 protocols are being reviewed for everyone's safety.

The fire department is applying for a SAFER (Staffing for Adequate Fire & Emergency Response) grant to hire drivers during daylight hours when volunteers are not readily available. Mr. Heckmann stated that council supports their application and wishes them success in their submission.

Finance – Mr. Swisher reviewed the check registers for October 29th and November 5th and questioned invoices for cold and hot patch supplies. Mr. Hartswick responded, and Mr. Swisher had no further questions.

Mr. Heckmann stated that council met to review the proposed 2021 budget. Final budget information will be prepared for council's consideration and public review at the next council meeting.

Community Activities/Planning and Codes – Krista Mosher, Keystone Community Coordinator for Castle Shannon Borough, is exploring options for local businesses to participate in Light-Up Night.

Mr. Vietmeier reported that three new businesses are opening in the borough: 1) Field of Flow on Castle Shannon Boulevard; 2) a Greek bakery/restaurant at 3803 Willow Avenue (former Fluid Factory); and 3) a daycare center on Willow Avenue (former Dance Conservancy).

The Planning Commission will be reviewing a proposed urban agriculture ordinance on November 16th.

St. Anne Church has applied for a change of occupancy for the St. Anne School location.

Library – Ms. Randazzo reported that the library is opened to the public with the following hours: Monday, Tuesday, Thursday 10:30 a.m.-7:30 p.m.; Wednesday and Friday 10:30 a.m.-4:30 p.m.; and Saturday 10:00 a.m.-5:00 p.m. With COVID-19 cases increasing, these hours may change.

Curbside and lobby pickup hours continue. Masks and social distancing are required.

The Friends of the Library are continuing the book sale in the lower level of the library. Ms. Randazzo thanked them for the efforts.

\$1.15 million was donated to the Allegheny County libraries in the month of September for Love Your Library campaign. This was an increase from last year.

Ms. Myrah, Mr. Heckmann and Ms. Randazzo met to review the library budget and reallocate building maintenance expenses.

MRTSA – Mr. Heckmann encouraged residents to renew their annual membership subscription. Improvements are being made to the building decking, boiler and parking lots.

SHACOG – Mr. Oates attended the monthly board meeting where the winter road materials bid results were presented. Mr. Oates will attend the November meeting in Whitehall.

Police Pension/Non-Uniformed Pension – The agenda contained the third quarter statement of accounts, which indicated a positive increase.

Solicitor: Mr. Biondo reported that there have been no changes in the various matters in litigation.

Junior Council Member: Ms. Lyda reported that the high school has had two COVID-19 cases, one student and one teacher. All students and teachers who have come in contact with either of those people have been quarantined.

On a brighter note, all clubs within the high school have been reinstated.

Keystone Oaks: Chief Truver stated that the district has had positive cases of COVID-19 at Aiken Elementary and the middle school. Mr. Heckmann added that Allegheny County pandemic reports note virus patients as young as one-year old.

Public Comment:

Matt Scabilloni, 1604 McCully Road – has concerns about a pavilion rental. This issue was resolved by borough administration.

Other:

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

Approved as presented this 23rd day of November 2020.

Thomas C. Hartswick
Borough Manager

Mark J. Heckmann
President