

**CASTLE SHANNON BOROUGH  
MINUTES OF REGULAR MEETING**

January 25, 2021

The January 25, 2021 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: M. Heckmann; M. Randazzo; R. Astor; N. Kovach; J. Maloney; B. Oates; D. Swisher; D. Baumgarten; E. O'Malley. The following appointed officials were present: K. Truver, Police Chief; D. Biondo, Solicitor; P. Vietmeier, Codes Official; A. Lyda, Junior Council Representative; J. Stanton, Engineer; L. Miller, Acting Manager.

The minutes of the January 11, 2021 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Swisher seconded; all in favor; motion carried.

**Public Comment – Agenda Items:** Jason Stanton of Lennon, Smith, Souleret Engineering presented the Active Allegheny Connector Study recommendations. This project is being funded through Allegheny County Economic Development. This study is being compiled to provide suggestions for improved pedestrian and biking options to connect areas of the borough, along with possible areas for development. Mr. Stanton identified many borough amenities available for public transit patrons. Key plan elements include connecting, forward thinking, adaptive, and engaging (in partnership opportunities). Mr. Stanton will complete the formal report for the steering committee and council's review.

**Real Estate Tax Collector:** Ms. O'Malley reported December collections of \$35,756.30 for a total 2020 collection of \$3,726,691.61. This is a 96% collection rate.

Mr. Astor motioned to exonerate the tax collector for the 2020 list of delinquent taxes; Ms. Kovach seconded; all in favor; motion carried.

**Council Committee Reports**

**Public Relations/Communications:** Mr. Heckmann stated that applicants for the borough manager position will be accepted until January 29<sup>th</sup>.

The borough building remains closed due to COVID to keep all essential workers safe.

Council is exploring options to allow neighbors to join public meetings virtually.

**Building & Grounds/Public Works** – Mr. Maloney reported that the public works department has started interior painting projects at the municipal center. Mr. Ausman completed an audit on storm sewers for repair projects. The crack sealing machine is being repaired in order for the project to continue. Public Works has been doing a great job in response to the recent nuisance snow.

**Finance** – Mr. Swisher reviewed the check registers for January 13<sup>th</sup> and January 22<sup>nd</sup> and had no further questions. Ms. Randazzo motioned to approve the financial reports for January; Mr. Maloney seconded; all in favor; motion carried.

**Community Activities/Planning and Codes** – Ms. Kovach reported that no activities are planned until COVID restrictions are lifted.

Mr. Vietmeier received a response from Allegheny County Economic Development with set-back recommendations for the urban agriculture ordinance. The recommendations will be reviewed by the planning commission.

Marvin Levin, 861 Corbett Drive – Mr. Levin asked to join the meeting to discuss the Castle Shannon Revitalization Corporation. He was very interested in the Active Allegheny Study presented this evening. Mr. Levin stated that the CSRC Design Committee spent a great deal of time selecting colors and designs for the streetscape project, and he would like their recommendations to be incorporated into the plan. Mr. Heckmann replied that the engineers for the streetscape project will be providing a public update with before/after views for comments and suggestions based on cost estimates. The CSRC board, as recommending body, will be notified when the public forum is ready.

**Library** – Ms. Randazzo reported that computer use appointments are available, and patrons are very happy to have this amenity.

Virtual programming continues, and library employees are receptive to exploring options for additional programming.

The library board will be meeting on February 4<sup>th</sup>.

**MRTSA** – Mr. Heckmann stated the board is seeking to hire an Operations Chief and an Executive Director.

Nearly \$2 million was borrowed to complete many needed capital projects, i.e. automatic patient lifts, new vehicles, etc. which will lead to a better quality of care.

Mr. Swisher added that the Building & Grounds Committee will meet January 26<sup>th</sup>, and the full board will meet January 27<sup>th</sup>.

**SHACOG** – Mr. Oates reported that the SHACOG Board of Directors held a successful hybrid meeting (both virtually and in-person) at the SHACOG offices. A new vice president was appointed for the board. Plans for 2021 board meetings are being finalized.

**Manager:** Ms. Miller presented Resolution #694 designating Mark Heckmann as the official to execute agreements and grant documentation for a Greenways, Trails and Recreation Program grant for the Hamilton Park Lower Trail Rehabilitation project; Mr. Astor motioned to adopt Resolution #694; Mr. Swisher seconded; all in favor; motion carried.

Ms. Kovach motioned to authorize the appropriate officials to execute an agreement for Thomas Hartswick once final payments are made; Mr. Maloney seconded; all in favor; motion carried.

Ms. Kovach motioned to authorize an increase in the salary for the Acting Manager; Ms. Randazzo seconded; all in favor; motion carried.

**MS4:** Mr. Heckmann reported that during a routine dye test for a Willow Avenue property, Public Works discovered an illicit discharge from several properties. The borough reported the results to ALCOSAN and the Allegheny County Health Department.

Mr. Heckmann will be attending an ALCOSAN meeting on transference of sewer trunk lines.

**Planning Commission:** The agenda contained the minutes of the November 16, 2020 meeting.

**Solicitor's Report:** Mr. Biondo stated that he participated in an Allegheny County Bar Association meeting where real estate property assessment appeals were discussed. It is expected that commercial appeals may increase based on COVID related events, which may be offset by residential real estate value increases.

**Junior Council Member:** Ms. Lyda said that COVID cases at Keystone Oaks have been stagnant. The reporting process has increased in efficiency.

In addition, it was noted that a teacher's strike may be pending.

**Public Comment:** No public comment forms were received.

**Other:** Nothing to report.

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

Approved as presented this 8th day of February 2021.

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Loretta J. Miller  
Acting Manager

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Mark J. Heckmann  
President