

**CASTLE SHANNON BOROUGH
MINUTES OF REGULAR MEETING**

December 14, 2020

The December 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. Junior Council Representative A. Lyda was absent.

The minutes of the November 23, 2020 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Maloney seconded; all in favor; motion carried.

Bid Openings: Ms. Kovach motioned to award the bid for the 2016 Ford Explorer surplus vehicle to Bayridge Motors for \$7,087.00; Mr. Swisher seconded; all in favor; motion carried.

Public Hearings: The 2021 tax levy ordinance and associated proposed budgets were duly advertised and placed on display at the municipal center for public inspection. Mr. Heckmann stated that this has been an extraordinary year as it relates in planning for contingencies to evolve how to operate the borough. Sadly, cutting back on recreation, public programs and library services was necessary this year due to social distancing. A very workable budget is proposed for the 2021 outlook. Mr. Heckmann thanked staff and council for helping to maintain the quality of services and keeping each other safe. Mr. Heckmann thanked the finance committee and all of council for being engaged in the budget meetings.

Mr. Hartswick presented the 2021 budget and noted that the 2021 millage rate remained stable at 9.658. Mr. Heckmann opened the public hearing on the 2021 proposed budget and Tax Levy Ordinance #925. No comments were received; therefore, the public hearing was closed. Mr. Swisher motioned to adopt the 2021 budget; Ms. Kovach seconded; all in favor; motion carried.

Mr. Astor motioned to adopt Tax Levy Ordinance #925; Ms. Kovach seconded; all in favor; motion carried.

Civil Service Commission: Chief Truver reviewed the minutes of the commission's meeting of November 30, 2020. Mayor Baumgarten attended the meeting and gave the oath of office to Laurie Miller as a new board member. Amendments were made to the Civil Service Commission Rules and Regulations for subsections 306, 307, 402, 403 with an addition of subsection 410. Mr. Astor motioned to approve the changes to the Civil Service Commission Rules; Mr. Maloney seconded; all in favor; motion carried.

Real Estate Tax Collector: Ms. O'Malley reported collections of \$47,728.87 for the month of November. Year-to-date collections are \$3,690,935.31, which is a 95% collection rate.

Council Committee Reports

Public Relations/Communications: Mr. Heckmann announced that council met in executive session on December 13, 2020 on a personnel matter and will meet again this evening on a similar matter.

Building & Grounds/Public Works – Mr. Maloney reported that the public works department has fulfilled their rock salt order requirement for the 2019/2020 winter season.

An emergency sanitary sewer issue on Sixth Street has been resolved.

Public Works Department has been rotating staffing working days due to COVID-19. This will continue through the end of December.

Mr. Hartswick stated that attempts to sell a surplus 2011 Ford Sewer Van has had no results. It was listed for public auction and also for sale through local advertising for \$13,500. Ms. Randazzo motioned to approve a private sale of the sewer van with a minimum bid of \$10,500; Mr. Maloney seconded; all in favor; motion carried.

Mr. Swisher motioned to authorize the appropriate officials to execute a collective bargaining agreement between the Eastern Atlantic States Regional Council of Carpenters and Castle Shannon Borough from January 1, 2021 – December 31, 2023; Mr. Oates seconded; all in favor; motion carried.

Public Safety/Fire – Mr. Astor will be meeting with the CSVFD Board on future budgetary projections for our fire department's sustainability.

Mr. Heckmann reported that on Sunday, December 20th, Santa will be riding through the borough on the fire truck.

Ms. Randazzo motioned to authorize the appropriate officials to execute a collective bargaining agreement between the Teamsters and Castle Shannon Borough from January 1, 2021 – December 2024; Mr. Astor seconded; all in favor; motion carried. Mr. Heckmann thanked Chief Truver and the police bargaining committee for working together on this agreement.

Finance – Mr. Swisher reviewed the check registers for December 4th and December 8th and had no further questions. Ms. Kovach motioned to approve the check registers; Mr. Maloney seconded; all in favor; motion carried.

Mr. Heckmann presented Resolution #692 to adjust the borough's sewer rate to \$8.08 per thousand gallons. The fee increase is reflective of a 7% rate increase. Mr. Heckmann is a committee member on ALCOSAN's Municipal Board and noted that ALCOSAN has initiated many capital projects and enhancements to both tunneling, plants and stations on the pump route that will provide long term benefits; however, the municipal board has made it clear that annual 7% increases are not sustainable paths for rate payers. Mr. Swisher motioned to accept Resolution #692; Ms. Kovach seconded; all in favor; motion carried.

Community Activities/Planning and Codes – Ms. Kovach stated that the planning commission has reviewed the urban agriculture ordinance. It will be reviewed by Allegheny County Economic Development for a 45-day period before submission to borough council for approval.

Mr. Vietmeier stated that a Greek bakery has submitted renovation plans for review. In addition, Hamilton Place Building #3 will have its fire inspection this week.

Library – Ms. Randazzo stated that the library has returned to curbside and lobby pick-up due to the spread of COVID-19. Virtual programming continues to be available.

Two new library positions will be available once the library reopens to the public.

Although the outdoor visit by Santa was cancelled, treat bags were distributed to children that registered for the event.

The library board met on December 3rd and discussed the budget. Ms. Randazzo thanked Mr. Heckmann for joining the conversation. The board approved a \$25.00 donation to the fire department.

A board position remains available. Ms. Randazzo encouraged interested residents to send a letter of interest to Arla Muha at the Community Library of Castle Shannon.

Renovations in the children's room will include installation of hardwood flooring.

MRTSA – Mr. Heckmann stated the board hopes to pass a budget later this month. These are trying times, and EMTs are the only first responders taking COVID emergency calls which can result in potential virus exposure and staff shortages. In addition, many needed capital improvement projects are disruptive to the operation; however, the service quality has remained constant.

Starting in January, Mr. Heckmann will serve as Chairperson on the 2021 MRTSA Board of Directors. Dormont's Mayor Jason Walsh will serve as Vice Chair.

SHACOG – Mr. Oates reported that the November meeting was canceled.

ACBA – Mr. Astor reported that the general membership meeting was sparsely attended.

Manager: Mr. Hartswick presented the 2021 Engineering Services Fees. Ms. Kovach motioned to approve renewing Lennon, Smith, Souleret Engineering Inc. as the borough's engineer of record; Ms. Randazzo seconded; all in favor; motion carried.

Keystone Oaks: Mr. Astor relayed the following information for the school board meeting on December 15th.

Monday, November 23rd, the Pennsylvania Secretary of Health and the Pennsylvania Department of Education (PDE) announced new COVID-19 guidance that is now mandated for Pre-K to 12 schools. The guidance is based on the number of cases in each school building over a rolling 14-day period.

PDE and the Pennsylvania Department of Health are recommending full remote learning for all K-12 schools in counties that over a period of two weeks have had substantial levels of community transmission. Allegheny County was placed in the substantial level on Friday, November 13th and remains in the substantial level today.

School districts have the opportunity to choose to pursue in-person instruction; however, they must follow new guidance. Keystone Oaks had to affirm to PDE that all or some of Keystone Oaks' students are receiving in-person instruction and that the school district will comply with the Pennsylvania Secretary of Health's updated order on face coverings as well as the updated recommendations when cases of COVID-19 occur within the school district. These are no longer recommendations by PDE, but now become mandates. If one of the schools reaches the threshold for number of positive cases, the building must be shut down for in-person learning for the amount of time it takes to complete case investigations, contact tracing, cleaning and disinfecting.

Ms. Randazzo added that Teresa Lydon has been appointed as president of the school board, and Annie Shaw has been appointed vice president.

Public Comment: There were no online comments received.

Other:

Mr. Heckmann responded that Council will meet in executive session to discuss a personnel matter.

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

Approved as presented this 28th day of December 2020.

Loretta J. Miller
Assistant Manager

Mark J. Heckmann
President