

CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

April 26, 2021

The April 26, 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; P. Vietmeier, Codes Official; D. Biondo, Solicitor; L. Miller, Acting Manager. A. Lyda, Junior Council Representative was absent.

The minutes of the April 12, 2021 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes as presented; Mr. Swisher seconded; all in favor; motion carried.

Public Comment – Agenda Items: Mr. Heckmann discussed the Penn State Capstone project in which Jason Stanton, Lori Miller and Paul Vietmeier assisted Penn State students on a detention pond retrofit project. The project is part of the borough's outreach program for Municipal Separate Storm Sewer System (MS4) education.

Ilona Ballreich, Program Manager, Sustainable Communities Collaborative from Penn State University – presented information on the program to facilitate partnerships between Penn State classes and the community, primarily non-profits and local governments. Students work on a defined project for the community as part of their curriculum. Projects are defined by seventeen sustainable goals. This program was connected to Castle Shannon via Lisa Brown, Executive Director of Watersheds of South Pittsburgh, Saw Mill Run & Streets Run Watershed Districts, to explore a defunct detention basin in your community. Ms. Ballreich expressed her desire to work with Castle Shannon on another future project.

Megan Marshall, Biological Engineering Program Coordinator – introduced the Castle Shannon Detention Basin Design Team who are all seniors studying natural resource engineering at Penn State – Elizabeth Bartuska, Joseph Rennie and Lewis Sopka.

The team presented the study site in Shannon Heights with goals towards evaluating the basin, designing a solution to protect against flooding and fulfilling policy requirements for MS4 and Total Maximum Daily Load (TMDL) limits for discharge flows to the storm sewer leading to Saw Mill Run. The team studied hydrology and stormwater management, including erosion and sediment control. Students utilized Hydrology Studio and Storm Water Management Models.

The technical analysis resulted in the selection of two proposals. A bioswale concept was designed lined with native plants to filter pollutants and sediment and included installation of an emergency surface drain. In addition, a redesigned structure indicated the changes would accommodate a 100-year storm. Recommendations resulted in no changes to basin volume, implementation of a bioswale, regrading the bottom of the basin, and increasing the width of outflow structures from one-foot to two-foot. Students included proposed pricing of the retrofit: Bioswale Cost - \$8,721.39; Basin Regrading -

\$2,836.98; Outflow Structures - \$5,000. The students thanked Ms. Miller and Mr. Vietmeier for collaboration on this project, and Mr. Stanton for consulting on the project. The team also thanked borough council for giving them the opportunity to present their findings.

Mr. Stanton stated that it was a pleasure to interact with the students this past year. The students interest level in storm water management gained momentum throughout the year, and they did a great job. Mr. Heckmann thanked Ilona Ballreich, Megan Marshall and Lisa Brown for facilitating this project, as well as the team for completing this engineering design for Castle Shannon. The borough looks forward future collaborations.

Jason Stanton, P.E. - Lennon, Smith, Souleret Engineering Inc. – presented the annual Municipal Separate Storm Sewer (MS4) update and discussed the permit overview, annual MS4 tasks, Pennsylvania Department of Environmental Protection compliance evaluation, and the Total Maximum Daily Load (TMDL) plan. Mr. Stanton discussed the stream restoration schematic for 255 linear feet of Saw Mill Run Creek between Canal Street and James Street. The project will remove non-native material from the streambed, regrade adjacent slopes to provide a floodplain area, and install planting to form a Riparian buffer. This project should be starting in the summer of 2022. Two additional sections of the stream were identified as potential for future pollution reduction plan projects to comply with MS4 requirements. The slide show presentation is attached.

Mayor Baumgarten noted an unstable retaining wall adjacent to one end of the scope. It is believed that the wall was built to extend the parking lot. Mr. Stanton will field view the area. He discussed the fact that a major sanitary sewer interceptor is located in the creek; however, the project should not impact it. One concern is that a gas line is also located in the stream that may be active. Mayor Baumgarten noted a pipe sticking out of the creek that may be an abandoned gas line.

Mr. Swisher questioned whether the Penn State Detention Pond project was relevant to the MS4 requirements. Mr. Stanton answered that the stream project is a requirement under MS4. Collaborating with the Penn State students for sustainability is part of the public education and outreach program. In the future, if the state changes regulations regarding MS4 credits for existing storm water facility retrofits, the students' plan could be implemented in the borough's MS4 plan to comply with sediment and nutrient reduction.

Mr. Astor questioned if the current storm water system could handle the additional outflow from installation of a larger pipe as presented in the PSU students' retrofit detention pond proposal. Mr. Stanton answered that the students were evaluating the hydraulic capacity of the pipes downstream. Lewis Sopka answered more analysis would have to be done to determine if enlarging the outflow pipe would be feasible.

Mr. Heckmann closed the public comment portion for agenda items.

Real Estate Tax Collector: Ms. O'Malley is completing collections from the discount period which ended April 15th.

Council Committee Reports:

Public Relations/Communications – Mr. Heckmann announced that links to the streetscape presentation have been posted on Facebook and the borough’s website. The presentation covers design scope and finishes with a link to a survey for public comment. The public comment period will be open until May 4th.

The borough has a number of job openings, i.e., public works employee, summer recreation director, summer recreation adult counselor. Applications are being accepted until April 30th.

A Six Parks Master Plan is being completed by Lennon, Smith, Souleret Engineering. The borough was recently awarded a grant for partial funding for the lower Hamilton Park walking trail. The upper trail was recently renovated.

A number of website enhancements are being considered, including supplying council contact information. Residents will also be able to register for an electronic copy of the newsletter via email.

Borough offices will be open to the public beginning May 3rd. All CDC recommendations must be followed such as wearing masks and social distancing.

Changes will be coming to the local COVID clinic at the firehall as vaccine distributions are now provided to local pharmacies. The demand for vaccines has fallen quite significantly. Council continues to encourage the public to get registered and get vaccinated.

Internal conversations are being held on the 311-app program.

The urban agriculture ordinance is having a second review at the county level due to recommended changes in the ordinance from the county’s first review.

The CSRC hosted a successful stream clean up this weekend. Some enforcement actions may result from this program. Mr. Heckmann thanked all the volunteers for participating.

Building & Grounds/Public Works – Mr. Maloney reported that public works continued to clean and televise sanitary lines in preparation for the Connor Road/South McCully sewer project.

The crack sealing machine has been repaired, and the crew plans to continue crack sealing borough roads. Next week, the department will be patching potholes in the borough.

Public Safety – Mr. Astor stated that Bob Sutton and Bill Reffner of the Castle Shannon Volunteer Fire Department requested time for a council presentation; however, due to the large agenda this evening, this presentation was postponed.

Mr. Astor reported that the CSVFD has a number of volunteer activities scheduled: Father’s Day Food Truck Festival – June 20th; Count Down to Summer Gun Raffle – June 2021; Car Raffle – July 31st; Ladies Auxiliary Holiday Craft Show – pending.

Chief Truver stated that grant funding continues to be received for traffic enforcement. A pedestrian traffic enforcement grant and Buckle Up PA Program are scheduled for May/June.

The DEA drug take back date coincided with the stream clean up, and three large boxes of prescription medications were collected in partnership with Asti's Pharmacy. The boxes were taken to the DEA for destruction. Thanks to the residents that properly disposed of their medications.

Chief Truver announced that the last day of the CSVFD COVID clinic will be May 21st.

Chief Truver also noted that three police chiefs have recently retired whose communities are members of SHACOG.

Ms. Kovach questioned if the CSVFD carnival is cancelled for 2021. Mr. Astor will receive more information on the carnival this week. Chief Truver added that the St. Anne's Fair will not be held this June.

Finance – Mr. Swisher reviewed the check registers for April 16th and April 23rd and had no further questions. Mr. Swisher motioned to approve the check registers for April; Mr. Maloney seconded; all in favor; motion carried.

Community Activities/Planning and Codes – Ms. Kovach reported that CSRC hosted a very successful Spring Saw Mill Run Stream Cleanup with good weather and twenty volunteers participating. The Fall clean-up is scheduled for October 30th, weather permitting.

Ms. Kovach questioned if the May shredding event will be held on Memorial weekend. Chief Truver responded that he will discuss this event with Ms. Kovach.

Mr. Vietmeier was pleased to report that Ken Mandrier will be returning to a seasonal position next week to assist in the codes department.

Library – Ms. Randazzo reported that the library is open six days a week with limited services, i.e., curbside and lobby pickup, one hour computer appointments, 30-minute browsing appointments, and fax/scan/print/copy services.

Beginning Monday, May 3rd the library will start assessing late fees on return of library materials.

Friends of the Library book sale will be held May 6th through May 8th. Bag sales for \$5.00 will be held each day.

Ms. Myrah is conducting interviews for the Children's Librarian position.

The next library board meeting will be held May 6th. The board plans to discuss reopening the library to the public.

Ms. Donna Phillips read a letter of appreciation regarding Ms. Randazzo's dedication to the Community Library of Castle Shannon. Ms. Randazzo voluntarily donates long hours on various projects and provides professional expertise, guidance, and leadership with integrity to the library board and staff. Ms. Phillips wanted to publicly thank Ms. Randazzo for making Castle Shannon a better place to live and enjoy life because of her genuine caring and effort. Ms. Randazzo thanked Ms. Phillips and added that Donna is a real asset to the board.

MRTSA – Mr. Heckmann stated that the board is within days of hiring an operations chief. The board meeting will be held Wednesday.

Mr. Swisher reported that the Building & Grounds Committee will be meeting Tuesday to discuss the committee's recommendations to the board for their Wednesday meeting.

SHACOG – Mr. Oates attended the SHACOG Board of Directors meeting virtually on April 22nd.

ACBA/ALOM: Ms. Kovach announced that the ALOM annual conference will be held from June 17th to June 20th. Daily rates are available. In addition, Pennsylvania State Association of Borough's is hosting a virtual conference June 7th & 8th.

Manager: Ms. Miller requested council approve the second option year of the rock salt agreement with Cargill Inc. Mr. Oates made the motion; Ms. Randazzo seconded; all in favor; motion carried.

Ms. Miller discussed rainwater infiltration into the police department and submitted two proposals for repairs. Mr. Swisher motioned to declare the situation as an emergency repair for municipal center waterproofing and approve the proposal by Matt's Lawn Services, LLC for \$30,000.00; Ms. Randazzo seconded; all in favor; motion carried.

The Pennsylvania State Association of Boroughs sent a request for the borough to send a letter of support to Senator Fontana for two bills regarding Right-To-Know Requests. Senate Bill 312 would create a process under which agencies may charge a reasonable fee for responding to RTK requests made for commercial purposes, and Senate Bill 552 would create a new process by which agencies may petition the PA Office of Open Records for relief from a vexatious requester. The letter was drafted for Mr. Heckmann's signature.

Mayor's Report: Mayor Baumgarten presented a proclamation for Bells Across Pennsylvania Day. In every municipality, there have been emergency medical personnel, firefighters, police officers and employees of grocery stores, pharmacies, utility workers and other life-sustaining businesses who have braved the viral elements to maintain essential services to the general public. Mayor Baumgarten asks all residents, businesses, and churches on May 2nd at 7:00 p.m. to ring bells or make other celebratory noise for three minutes to honor their hometown heroes, rally with other Pennsylvanians on the frontlines of the COVID-19 battlefield and show resolve to restore their local businesses and civic life to its former prominence.

Planning Commission: The agenda contained the approved meeting minutes of March 15, 2021. Mr. Heckmann noted that the urban agriculture ordinance is in its second review at the county level.

Keystone Oaks: Mr. Heckmann was happy to report that an agreement has been reached between the school district and the teacher's union.

Public Comment:

Nadia Dojcak, 1338 Hamilton Road – submitted an online request for an update on the chicken and bee ordinance. Mr. Heckmann responded to this request in the planning commission section this evening.

Janell Filson, 3251 Waverly Street – stated that the Keystone Oaks Track Team had one of their final meets today. Several team members qualified for invitational this Saturday at South Fayette. Many members of the team are from Castle Shannon.

Ms. Filson questioned that since the playground was removed from Hamilton Park’s lower level, where would the children play at the summer recreation program. Mr. Heckmann responded that the program will be held at Hamilton Park, and the upper-level playground is available.

Ms. Filson commented that the Penn State presentation was awesome. She wondered if council would vote on this, if it was something that would go into place, and how long this will last before it will be revisited. Mr. Heckmann noted that this was a project-based engagement with the students, and we would love to have the opportunity to work on another project with Penn State. The facility in question was one the borough had concerns about, especially since we are experiencing more 100-year storms than when the detention pond was originally constructed. The study assisted with MS4 educational requirements and provided a gain in expertise. Unfortunately, the borough has to keep an eye on what projects provides the most MS4 credits with the DEP or the EPA to comply with borough mandates. Although no monetary funding was provided for the study, the borough expended staff time, and Mr. Stanton provided his expertise pro-bono.

Ms. Filson asked if the borough was going to redo the basin. Mr. Heckmann stated that this presentation was the first-time council had viewed the retrofit proposed changes and costs. If the project was considered, it would have to be in accordance with our larger MS4 compliance program. When funding MS4 projects, the borough must consider the maximum DEP credits for the money expended. Mr. Stanton noted that it is important to know that the detention pond is located on private property. Ms. Filson asked if the Shannon Heights Homeowners Association would be responsible for fixing the detention pond if something were to happen. Mr. Stanton stated that would be correct.

Lisa Shartle, 3743 Rebecca Street – asked if the borough had received applicants for the position vacancies for the summer recreation program. Mr. Heckmann responded that the borough received one application for the director’s position. Ms. Shartle noted that historically high school students could be hired for salary or community service hours as counselors. Mr. Heckmann agreed that the borough historically utilized counselors seeking community service hours, but the program has experienced a diminished interest from students for this role. If students are interested in serving as a volunteer or counselor, the borough would love to have them submit applications. Ms. Shartle added that Keystone Oaks does still require some community service hours, and she is aware of a number of students waiting for more information.

Ms. Shartle noted the educational backgrounds required for the director and assistant director positions and suggested that those listed requirements are limiting the number of applicants for the positions. Dormont and Green Tree are proceeding with their summer recreation programs. The parents and children really look forward to this program. Mr. Heckmann encouraged any interested residents to apply for the listed positions.

Ms. Shartle thanked Mr. Heckmann for communicating with residents on the public comments and asked if the borough budget could be shared publicly on the borough website. Mr. Heckmann stated that the budget can be posted in the slate of updates listed for the website.

Other: Ms. O'Malley noted that St. Annes School will not be open for election day. Those districts will be voting at Myrtle Avenue Elementary School.

Mr. Astor announced that on Saturday, May 1st, Guardian Storage at 1067 Milford Drive in Bethel Park is hosting a free public shredding event.

Mr. Maloney thanked the borough for contributing to the exterior shed steps for the scorer's booth at the municipal center. Mr. Maloney added the fields are in great condition and encouraged people to come and check out a ball game. Mr. Heckmann noted that this is a great example of good community partnership and cost sharing between CSYA and the borough.

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

Approved as presented this 10th day of May 2021.

Loretta J. Miller
Acting Manager

Mark J. Heckmann
President