

CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

August 23, 2021

The following elected officials were present: M. Heckmann; R. Astor; M. Randazzo; N. Kovach; J. Maloney; W. Oates; D. Swisher; D. Baumgarten; E. O'Malley. The following appointed officials were present: D. Biondo, Solicitor; P. Vietmeier, Codes Official; K. Truver, Police Chief; L. Miller, Acting Manager. Junior Council Representative A. Lyda was absent. J. Manko, Court Reporter was present to take detailed minutes of the conditional use public hearing.

The minutes of the August 9, 2021 Council Meeting were presented. Ms. Randazzo motioned to approve the minutes; Mr. Swisher seconded; all in favor; motion carried.

Public Comment – Agenda items: Mr. Heckmann opened the comment section and yielded the meeting to Chief Truver, who gave a synopsis of the incident wherein three police officers responded to a call for mutual aid from Mt. Lebanon Police Department on July 29th. Chief Lauth and Lt. O'Brien attended the council meeting on behalf of the Mt. Lebanon Police Department.

Castle Shannon Mayor and Borough Council recognized Castle Shannon Officers for their heroic actions when they responded for mutual aid to assist Mt. Lebanon Police with the critical incident (homicide and active shooter incident) on Gilkeson Road. Lt. David Lane, Officer John Kiefer and Officer Dan Janeda were presented with Meritorious Service Awards. These officers are an asset to the police department and the community, and they are to be commended.

Mr. Heckmann called for public comments on the agenda. Being none; the comment section was closed.

Public Hearing: This hearing is a continuation of a conditional use hearing from the August 8th council meeting for the installation of a Chase ATM machine in the fire department's parking lot. The court reporter swore in witnesses: Paul Vietmeier, Chuck McGervey representing the Castle Shannon Volunteer Fire Department, and Josh Most of Wesley Construction. Mr. Most presented photos of the canopy and location for the ATM machine. A variance has been submitted for placement of the machine, and a traffic impact study is being conducted. Mr. Swisher questioned concerns regarding parking and traffic flow during the day. Mr. McGervey discussed normal parking conditions prior to the pandemic and does not anticipate additional traffic flow during peak daytime hours. Ms. O'Malley listed concerns about traffic leaving the parking lot and how close the ATM machine is to the exit. Mr. Most answered the machine will be located 25 feet away from the pedestrian walkway. Mr. Swisher motioned to continue the public hearing to the September 27th council meeting pending variance results and receipt of the traffic study; Mr. Astor seconded; all in favor; motion carried. Mr. Heckmann noted that council is supportive of the project.

Council Committee Reports:

Public Relations/Communications – Mr. Heckmann noted some interest in the Wayfinding Project relating to the streetscape project. Any concerned constituent that is eager to participate

in the process as it relates to any rebranding of the borough should be aware that a public forum will be held for residents to give input when the report is ready. A question-and-answer section has been posted on the borough website (under Government - Resources – From the Council President) with more information on the project to address concerns of residents.

Building & Grounds/Public Works – Mr. Maloney noted that the public works crew is down to four active employees. Two of the crew are on sick leave. The crew will be painting lines and crosswalks by Myrtle Avenue Elementary School.

In addition, the public works department will be cutting grass in cartways and watering the planters in town and community garden on Route 88.

Mr. Ausman has noted some sewer problems with a line on Maple Avenue.

Mr. Maloney motioned to authorize the purchase of a Pipehunter VacHunter Combo sewer machine for \$320,568.00 through the CoStars contract; Ms. Kovach seconded; all in favor; motion carried.

Mr. Heckmann announced the retirement of Jeff Schumacher, who worked for the borough for thirty-three years. Council honors his service and wishes him a long and happy retirement.

Public Safety/Fire: Mr. Astor reported that the CSVFD training continues along with working on the acquisition of a new fire truck.

The CSVFD will hold a 9/11 commemoration with a static display at 7:00 a.m. and speaker at 9:00 a.m. on September 11th.

Mr. Heckmann noted that council motioned on August 9th to increase the borough's donation to the fire department, and a Memorandum of Understanding Agreement between the parties has been prepared. The fire department will keep the borough informed of their financial and operating needs, along with information on their strategic plan. In addition, the borough will partner with the fire department for a glass recycling location. The borough could host community related events at the fire hall premises. Borough council encourages the fire department to explore the option of financial support from Baldwin Township. Bob Sutton, President of the CSVFD, has executed the agreement.

Ms. Kovach questioned if the agreement for use of the facility was based on the availability of the halls. Mr. Heckmann answered the agreement is that borough events would not conflict with the fire hall's high season rental events or be competitive with fire hall events. Ms. Kovach questioned if the use included the cleaning fee after an event. Mr. Heckmann answered that the borough would be responsible for any variable fees. Mr. Astor motioned to authorize the appropriate officials to execute the CSVFD Memorandum of Understanding Agreement; Ms. Randazzo seconded; all in favor; motion carried.

Finance: Mr. Swisher reviewed the check registers for August 6th, August 13th and August 19th and had no further questions. Mr. Swisher motioned to approve the August expenditures; Ms. Kovach seconded; all in favor; motion carried.

Ms. Randazzo motioned to approve transferring funds between line items in the general fund as follows: \$30,000 from police overtime to building repairs for emergency waterproofing and \$20,000 from executive salary to employee hiring costs for the executive job search. Ms. Kovach seconded; all in favor; motion carried.

Community Activities/Planning & Codes: Ms. Kovach reported that Party-on-Park held a successful event on August 20th with twelve vendors, a good band and many people in attendance.

Ms. Kovach stated that the next event will be on September 25th. It will be Saturday, and it will be the Party-on-Park Fall Fest. We have several vendors already signed up and are moving forward.

Ms. Kovach reported that Madsen Donuts has opened. A Greek bakery will be opening this fall on Willow Avenue. The nutrition drink bar that plans to open in the former Poor Johnny's location had a booth at the Party-on-Park event. Jimmy Z's pizza shop has opened, and Nick's Pizza has reopened under new ownership. Ms. Randazzo noted an extensive article about the Greek bakery from the Pittsburgh Business Times that was shared with council members.

Library – Ms. Randazzo reported that unfortunately the book giveaway tent was ruined in the storm last week.

Friends of the Library Flea Market is scheduled for October 16th from 9 a.m. – 2 p.m. contingent upon COVID restrictions.

Ms. Randazzo gave kudos to Donelle Mayausky for representing the library at the Party-on-Park event.

The annual Love Your Library Campaign will begin in September. The library board meeting is September 2nd.

A new program will start September 8th – Books and Brews at Mindful Brewing at 4:30 p.m.

MRTSA – The board is interviewing candidates for the executive director position. Mr. Heckmann discussed the \$2 million capital projects for facility and technology upgrades.

Mr. Swisher noted a MRTSA meeting is scheduled for Wednesday, August 25th.

SHACOG – Mr. Oates attended the board meeting in Elizabeth Township. Unfortunately, a quorum was not present at the in-person meeting, therefore the meeting could not proceed. SHACOG is considering a return to a hybrid meeting platform. The next board meeting will be held in Moon Township.

Municipal Associations – Southwest Allegheny County Tax Collection District - Mr. Astor reported that the auditors' agreement was renewed for a three-year contract. The next meeting will be held virtually in September.

MS4 – The agenda contained the Year 4 Outfall Screening MS4 Status Update. Mr. Heckmann noted that the borough is undergoing its first MS4 audit.

Mayor’s Report – Mayor Baumgarten recognized Lt. O’Brien from Mt. Lebanon at this evening’s meeting, and the mayor reminisced and discussed when Pat O’Brien Senior was a mayor and former council member for Castle Shannon. Mayor Baumgarten noted that Pat O’Brien’s sons are Terry O’Brien, Chief of Police for Baldwin Township, and Mark O’Brien, Council Member for Bethel Park. Mayor Baumgarten added that they are a great and well-respected family from Castle Shannon.

Ms. Kovach added that Castle Shannon has many great families who have lived in the borough for many generations. It is a great community to live in.

Planning Commission – The agenda contained the minutes of the July 19, 2021 meeting.

Keystone Oaks – Mr. Astor reported Keystone Oaks is holding orientation and walk-throughs on August 24th, i.e., Middle Schools Students from 9 a.m. to 11 a.m., and High School Students from 11:15 a.m. – 12:30 p.m.

Masks are required for students using district transportation. Since Allegheny County is experiencing an increase in COVID, the school district adopted a three-level program. The school is currently at level three which requires masks in school.

Meet Your Teacher Night is planned at Myrtle Avenue Elementary School on August 26th. A food truck event is also planned. Council will have a table set up with displays of the master park plan.

Public Comment Period – Mr. Heckmann shared the form submissions as follows:

Emily Kammenzind, Belleville Street – requested an update on the urban agriculture ordinance. Mr. Vietmeier stated that the groundwork is laid, and the fee schedule can be prepared for the next council meeting.

Annie Shaw, Glen Shannon Drive – would like to see amendments to the urban agriculture ordinance. Mr. Heckmann reiterated that the fee schedule and permitting requirements can be ready for the next council meeting. The planning commission has declined to make a recommendation for council to consider changes to the ordinances, i.e., a neighbor notification requirement and an amendment to the number of chickens permitted based on size requirements. Council yields to the planning commission on this ordinance. The planning commission would like to see the ordinance enacted and coops/hives established before revisiting changes to the ordinance. Mr. Vietmeier added that changes to the ordinance at this time would start the advertising/county review process and delay permitting procedures.

Annie Shaw – also wanted to advise council of changes to the Sunshine Act requiring more descriptive agendas and motions for council meetings and planning commission meetings. Ms. Shaw believes this new level of transparency would be good for Castle Shannon as a whole. Mr. Heckmann noted that council is aware of the changes in the Sunshine Act and plans to adjust

council agendas and documentation accordingly, along with providing information on the planning commission agendas and minutes.

Bryan Gigliotti, Poplar Avenue – reported as Director of the Summer Recreation Program that the program went really well this year. Over 90 children were registered. Upper Hamilton Park was well utilized, and an app was set up with counselors for better communication. Special food days included Kona Ice, pizza and hot dogs. Mr. Gigliotti created a program that other communities can be envious of. Visitors to the program included Ms. Amber, the Children’s Librarian, and the Castle Shannon fire truck. Mr. Gigliotti expressed his appreciation to council, the public works department, and administration for their help and support; and added that both he and his assistant plan to return next year.

Mr. Gigliotti also reported on Castle Shannon Youth Association activities. Sign ups for ball teams have increased. Many children participating in the summer recreation program have also joined CSYA. For fall ball, CSYA is fielding two 10U slow pitch teams, a fast pitch team and a T-ball team. A 10U boys and a 12U boys is planned as well, and CSYA will be combining with Dormont on a KOA team.

CSYA held three successful tournaments – 10U boys, 10U girls and 12U boys. Visitors appreciated and commented on the well-maintained field, the public restrooms, the scoreboard and box, the sound speakers, and the concession food selection. Teams visited from far destinations to participate in our well-run tournaments.

CSYA will be holding their annual golf outing at Victory Hills on October 9th. More information can be found on the website at castleshannonsports.com. Hole sponsorships are also available.

Mr. Gigliotti was visiting Coffee Etc. and noted a metal inground grate with rusted holes. Mr. Vietmeier will check the area to see if it is a safety hazard.

Other Business – Mr. Astor reported he is working with Dan Boddorf, Allegheny County Chief Veterans Affairs Officer, to investigate outreach programs. Castle Shannon has a large number of veterans in the community. Mr. Astor proposed that perhaps the fire company’s facility could be used for this purpose. He plans to keep the board apprised of progress.

Mr. Heckmann noted that council will recess to executive session on personnel and legal matters.

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

Approved as presented this 13th day of September 2021.

Loretta J. Miller
Acting Manager

Mark J. Heckmann
President

