**CASTLE SHANNON BOROUGH**

**MINUTES OF REGULAR MEETING**

September 12, 2022

The following elected officials were present: M. Heckmann; J. Maloney; W. Oates; D. Swisher; D. Baumgarten; E. O’Malley. Council Members B. Astor, N. Kovach, and M. Randazzo were absent. The following appointed officials were present: K. Stringent, Borough Manager; D. Biondo, Solicitor; K. Truver; Police Chief; P. Vietmeier, Codes Official.

**Minutes:** The minutes of the August 22, 2022 council meeting were presented. Mr. Maloney motioned to approve the minutes. Mr. Swisher seconded; all in favor; motion carried.

**Public Comment – Agenda Items:** No comments were received. The public comment section was closed.

**Real Estate Tax Collector:** Ms. O’Malley reported August collections of $18,776.03. The year-to-date total collected is $3,835,270.50.

Mr. Heckmann stated that borough council is monitoring recent county level reassessment activities regarding the common level ratio challenge in court.

**Council Committee Reports**

**Building & Grounds/Public Works** – Mr. Maloney reported that public works has completed the 2022 crack sealing program on borough roads.

The crew will be undertaking line painting at major crosswalks and preparing equipment for winter storms.

**Public Safety/Fire** – Chief Truver discussed a $90,000 pedestrian safety grant which was written by Trans Associates for pedestrian crossing signals at Mt. Lebanon Boulevard and Cooke Drive. Mr. Oates motioned to authorize the appropriate officials to execute the grant agreement and approve Trans Associates to design the project. Mr. Swisher seconded; all in favor; motion carried.

**Finance** – Mr. Swisher reviewed the check registers for August 11th, August 19th and August 25th and had no further questions. Mr. Swisher questioned an expenditure for Toro Brushes on the September 8th check register. Ms. Miller advised the purchase was for snow brushes for the new brick sidewalks in the streetscape project. Mr. Swisher also questioned a BOLO wrap expenditure on the September 2nd listing. Chief Truver advised the expenditure was for police equipment to hinder fleeing suspects.

Ms. Stringent stated that the 2021 Castle Shannon Borough Audit has been received. It was a clean audit with no findings noted, and account balances are healthy. Ms. Stringent thanked Ms. Miller for her work last year. Mr. Swisher motioned to accept the 2021 audit. Mr. Maloney seconded; all in favor; motion carried.

**Community Activities/Planning and Codes** – Mr. Heckmann reported that streetscape progress has been made in a number of areas and noted that more people are walking and patronizing local businesses.

Mr. Vietmeier announced that the Uniform Construction Code board will meet October 5th for a code dispute with Polished Nail Studio & Spa on Willow Avenue.

**Library** – Ms. Stringent presented the following report submitted by Ms. Randazzo:

Ms. Stringent attended the September 1st Board of Trustees meeting and provided an update regarding the Six Parks Master Plan with regard to planned improvements for the library, i.e. shade sails, seating, public art and signage. Ms. Randazzo and the board appreciated Ms. Stringent’s participation and look forward to working with her moving forward.

Megan Moore, a counselor from Outreach Teen & Family Services, will offer a six-week workshop entitled “Talk It Out” for teens 6th to 9th grade on Tuesdays from 4-5pm starting September 13th. Registration is not required.

The library is hosting a Community Potluck Meal on Friday, November 4th at 5:30pm. Registration is suggested, although not required.

Radical Days are taking place which provides free admission to various events and activities running September 9th through October 16th funded by Allegheny Regional Asset District.

The library does an excellent job posting all activities and programs on their website and Facebook pages. Ms. Randazzo encourages residents to check out these sites for more information.

**SHACOG** – Mr. Oates plans to attend the board meeting this month in Moon Township.

**Police Pension/Non-Uniformed Pension** – Ms. Stringent presented the 2023 Minimum Municipal Obligation for the borough’s three pension plans. Mr. Swisher motioned to adopt the MMO’s as follows: Police Pension Plan - $353,613.00; Non-Uniformed Pension Plan - $199,883.00; Non-Uniformed Pension Plan (Defined Contribution Component) - $6,472.00. Mr. Maloney seconded; all in favor; motion carried.

Ms. Stringent presented Resolution #717 – authorizing changes to the designated pension plan officials for the Nationwide Pension Cases 632-80025 and 632-80435. Mr. Oates motioned to adopt Resolution #717. Mr. Maloney seconded; all in favor; motion carried.

**Manager: -** Ms. Stringent requested council authorize the Change Order No. 5 for the 2019 Operation and Maintenance Repair Program. The change was for additional quantities for sanitary sewer repairs on Maple Avenue (including a water buffalo) and to extend the time of completion for 150 calendar days to July 30, 2022. The net increase of this change order is $55,156.50. Mr. Maloney motioned to authorize Ms. Stringent to execute the change order. Mr. Swisher seconded; all in favor; motion carried.

**MS4:** Mr. Heckmann stated that through a federal mandate the borough is required to conduct MS4 activities to improve flow and reduce pollutants in the borough’s water stream. The designated project encompasses 300 feet of Saw Mill Run from Canal Street behind McMinn’s towards downtown. Approximately $290,000 in grant funds have been secured to fund the majority of the project. Mr. Oates motioned to authorize the appropriate officials to prepare bid documents for the Saw Mill Run Stream restoration. Mr. Swisher seconded; all in favor; motion carried.

Mr. Swisher commented that in his networking with other community leaders, he has noticed that many small communities are not well versed in MS4. The borough is very fortunate to have been educated and advised about the mandated requirements.

**Mayor:** Mayor Baumgarten regretfully reported that the static display at the CSVFD to commemorate the 21st anniversary of 9/11 was cancelled due to rain.

**Solicitor:** Mr. Biondo advised that the Shyam Ventures versus Zoning Hearing Board of Castle Shannon court case was assigned to Judge James. Mr. Heckmann added that this is for the laundromat on Sleepy Hollow Road.

**Keystone Oaks:** Mr. Heckmann noted that many parents from other communities commented favorably upon seeing Castle Shannon police officers present at the elementary school for arrivals and dismissals.

**Public Comment:**

Scott Hissong, 3947 Willow Avenue – advised that he is a licensed traffic engineer for CDR Maguire. Mr. Hissong stated that in the past he has contacted the borough to suggest that traffic calming measures be taken on his block of Willow Avenue due to vehicle accidents. He further stated that every time a crash occurred, new signage and/or pavement markings would be installed that are against standards. During a recent DUI accident, a telephone pole was sheared in half. Residents are concerned about getting into their cars or walking on the sidewalk due to speeding vehicles. Mr. Hissong suggested that council obtain a traffic study due to the speeding issue and suggested traffic calming measures such as speed humps.

Mayor Baumgarten stated that if vehicles stop at posted signs, they could not achieve a high rate of speed. Mr. Hissong replied that stop signs are not to be used for speed control. Mr. Swisher asked what the speed limit is on sections of the street. Chief Truver answered that Willow Avenue is 25 mph.

Mr. Heckmann stated that council can install speed monitors to review areas of concern. In the last two days, information gathered from a monitor on Willow Avenue was displayed on a projector screen at the council meeting. Chief Truver explained that of the many cars tracked, only three were at medium risk – one traveling 36 mph, and two traveling 37 mph. Further data will be compiled and analyzed over the next few weeks.

Joe Furey, 4002 Willow Avenue – stated he has observed the new device on the pole and is pleased that data is being recorded. He also noted that most cars speed on the road in both directions and described accidents that occurred in 2006 and 2007 causing vehicle damage on many parked cars. Mr. Furey would like to have traffic calming measures taken. Mr. Heckmann discussed several traffic calming measures such as narrowing roads, installing pedestrian lanes, and installing landscaping to visually narrow roads. Mr. Furey noted that there are many painted lines on the street, and the intersection is confusing to some drivers. Mr. Furey added that the PA Traffic Calming Handbook states that speed humps are only a liability if signage is not adequate or the road is not maintained.

**Other Business**: Mr. Maloney stated that there is still time to register for foursomes at the CSYA Golf Outing. More information is available on the CSYA Facebook page and website.

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

Approved as presented this 26th day of September 2022.

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Katie M. Stringent Mark J. Heckmann

Borough Manager Council President