

**CASTLE SHANNON BOROUGH
MINUTES OF REGULAR MEETING**

July 10, 2023

The following elected officials were present: M. Heckmann, J. Maloney; R. Astor; N. Kovach; B. Oates; M. Randazzo; D. Swisher; D. Baumgarten. Tax Collector E. O'Malley was absent. The following appointed officials were present: J. Trant, Interim Manager; K. Truver, Police Chief; P. Vietmeier, Codes Official; D. Biondo, Solicitor.

Minutes: The minutes of the June 26, 2023 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 public comment section on agenda items. Being none, the public comment section was closed.

Council Committee Reports

Public Relations/Communications – Council is in agreement for the job listing and specifics for the new borough manager position. Information will be posted on the borough website and social media page along with various sites, i.e., Local Government Academy, Pennsylvania State Association of Boroughs, Pennsylvania Municipal League, ICMA, and Allegheny League of Municipalities. Interested candidates are encouraged to apply.

Building & Grounds/Public Works – Mr. Maloney reported that Duquesne Light has finally disconnected the electricity from Hamilton Park to allow the contractors to start construction.

The pavilion at Prospect Park will be installed this week.

The contractor will be replacing the cracked concrete pad at Myrtle Parklet at no cost to the borough.

A storm sewer issue has been identified at the intersection of Willow Avenue and Vermont Avenue.

Public Safety/Fire: Mr. Astor reported that the Castle Shannon Volunteer Fire Department is gearing up for their mini carnival from July 26th to July 29th. Raffle tickets are available to purchase. The fire department is seeking volunteers to help with this event.

CSVFD training continues for the firemen.

Chief Truver reported that a utility pole at Castle Shannon Boulevard and Route 88 is leaning out at a 45-degree angle over the road, and it does not fit aesthetically with the new downtown sidewalk. On July 13th starting at 10 pm, Castle Shannon Boulevard will be one lane towards Route 88 to get services changed to the new poles.

Gavin Rebholz will be starting his employment with the Castle Shannon Police Department on July 17th. A ceremonial swearing in will occur August 14th.

Representatives from the Pennsylvania Law Enforcement Accreditation will attend on August 14th to present a plaque for this prestigious achievement.

Finance: Mr. Swisher reviewed two check registers for June 30th and July 7th. Mr. Swisher noted six refund checks to individuals. Ms. Miller explained the checks were refunds for park rentals. Mr. Swisher also identified an expenditure for vest replacements. Chief Truver explained the expenditure was for bulletproof replacements vests for each officer in his department. Vests are replaced every five years. Chief Truver added that his department has applied for grant funding from the Department of Justice Bulletproof Vest Program that will cover approximately half of the cost.

Library – Ms. Randazzo reported that the library is very busy with the summer reading programs.

Ms. Randazzo encouraged the community to check out the many programs available on the library's website for the young and young at heart. Some programs available are Allegheny Parks Program, Junior Green Thumbs, Senior Coffee with cookies and relaxing activities, Story Time, Open Play, Evening Writer's Café, Gaming Tournaments for Students, Adult Bingo, Lego Club, etc.

SHACOG – Mr. Oates reported that the July meeting will be the annual SHACOG Golf Outing held July 20th at Lindenwood Golf Club.

Manager: Mr. Trant presented a Request for Proposal to solicit bids for a planning process for redevelopment of the Vitte's property site. Once the RFP bids are received, the borough's intent is to apply for a Construction Design Planning Grant with the Department of Community and Economic Development Keystone Communities Program to fund 50% of the process. This evening's action is to approve issuance of the RFPs.

Mr. Heckmann recognized Main Street Manager Krista Mosher and thanked her for her work on the project. Mr. Heckmann added that when Vitte's was purchased, council agreed that the purchase was made with the intent to create a truly public forum and process by which to evaluate the next development opportunity for this central anchor site for the downtown area. Consultants will gauge the appropriateness of a transit-oriented development (due to the proximity of the PRT station); continued engagement of community placemaking, marketing and engagement; zoning, density and land use; creating a list of goals and costs for the site; and holding and hosting public meetings. Mr. Astor noted that at this point in time, the borough is not committing any funds and is simply putting out an RFP to gain interest from consultants. Mr. Heckmann added that any cost incurred to the borough from a successful application would happen in fiscal year 2024.

Mr. Biondo advised that the template Agreement for Professional Services which is included in the proposed RFP should be removed from the RFP, and the RFP should instead state that the successful vendor will enter into an agreement that is acceptable to the borough. Mr. Astor motioned to authorize the Request for Proposals from consultants for Vitte's property with the stipulations made by the solicitor noting that an application for a DCED Construction Design Planning Grant would be made to support the cost of a consultant. Mr. Swisher seconded; all in favor; motion carried.

Mr. Trant presented revised specifications for rebidding the Vitte's parking lot paving as prepared by the borough engineers. Mr. Heckmann noted that the prior bid received was in excess of \$130,000. The revised specifications list three tables of preliminary opinion of probable cost for the parking lot improvements. A lengthy discussion continued on the different areas of the parking lot; however, it was determined that each option included all three areas of the parking lot. Mr. Maloney motioned to approve the revised construction specifications provided by the borough engineer and authorization to rebid the Vitte's parking lot paving project with the three proposed tables identified in the borough engineer's letter being the options for which bids will be received and allowing for bidders to submit bids for any or all of the options such that the borough may select one of the three options after the bids are received. Mr. Astor seconded; all in favor; motion carried.

Public Comment:

Rich Goff, Killarney Drive – questioned why trash could not be put curbside until 6 pm the day prior to collection. Mr. Goff stated that an elderly, disabled neighbor has his son take out the trash earlier during the day and received a letter from the codes office. Mr. Heckmann noted that the utility of having the ordinance is that there is an enforceable mechanism for trash being out too long. For example, people putting their trash out on the wrong day due to a holiday. There are instances where it looks like blight, and the trash attracts animals. Mr. Vietmeier confirmed that the ordinance prohibits trash being curbside before 6 pm the day prior to collection and added that many people do not use trash cans, the borough receives many rodent complaints, and the bagged trash ends up all over the street. Mr. Vietmeier added that his office noted 10 residents on one street had put their trash out before noon. Mr. Heckmann noted that when the borough switches to the new waste contract, all trash must be in garbage cans.

Jerry Coombs, Belleville Street – would also like to see the time changed to noon for putting trash out.

Mr. Coombs asked when the sidewalk would be fixed on Castle Shannon Boulevard. Chief Truver and the borough manager have a contact number, and PennDOT is working on it. Mr. Coombs noted cones covering 8" holes in the sidewalk on Castle Shannon Boulevard and would like to see the holes filled or a heavier covering on the holes as people are moving the cones.

Mr. Coombs noted trash between Vitte's and Lawrence Music for two months. Mr. Heckmann stated that the owner of Lawrence Music is renovating the building. Installation of a dumpster on the street would eliminate parking spaces. Chief Truver is working with the owner on logistics for a dumpster.

Mr. Coombs asked if the Vitte's building would be demolished. Mr. Heckmann answered that the building is staying until either a developer has a plan and implementation for removing it, or the borough receives grant funding for demolition in anticipation of developer wanting to develop the site. There is no plan to demolish the building prior to the public process that was outlined today.

Mr. Coombs questioned whether public parking at the Vitte's site would be free or paid parking. Mr. Heckmann stated the parking will be free, most likely with a two-hour limit to prevent long term daily parking.

Mr. Coombs asked what day and location are planned for fireworks for the CSVFD carnival. Mr. Heckmann answered that fireworks will be set off at dusk on Saturday, July 29th from O'Brien Field.

David Seiler, Arch Avenue – noted that the original six parks plan had five shade sails for the library and stated that only three have been installed. Mr. Seiler asked if more are planned. Mr. Heckmann answered that the borough engineers are reviewing the specifications.

Bryan Gigliotti, Poplar Avenue – noted that the summer recreation program is going well. A huge donation of hot dog and hamburger buns were received. Giant Eagle has donated gift cards for cookouts. CSYA made donations for both pizza day and Kona Ice. The Community Library of Castle Shannon donated for a Kona Ice Day, and Main Street will be donating for a pizza day this week. The parents have also been donating snacks. This is a great community, and the children are having a great time.

CSYA hosted two tournaments so far. The signage, police presence and venue are very appreciated. A few more weeks of tournament play is planned.

Mr. Heckmann closed the public comment section.

Other Business: Nothing to report.

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

Approved as presented this 24th of July 2023.

John K. Trant Jr.
Interim Manager

Mark J. Heckmann
Council President