

**CASTLE SHANNON BOROUGH
MINUTES OF REGULAR MEETING**

July 24, 2023

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

Minutes: The minutes of the July 10, 2023 council meeting were presented. Ms. Randazzo motioned to approve the minutes. Mr. Maloney 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.

Bid Openings: Mr. Heckmann presented three written quotes for a generator at the public works garage. Ms. Kovach motioned to accept the proposal from the lowest responsible bidder - McGervey Electric Inc. for \$13,240.00. Mr. Astor seconded; all in favor; motion carried.

Albert Pasquarelli, Public Sector Area Manager for Waste Management and Mike Liscinski of Westmoreland Sanitary Landfill LLC attended the meeting to discuss their proposals for trash collection through the SHACOG Solid Waste Contract.

Mr. Pasquarelli noted that many businesses are struggling with labor issues and as such, Waste Management is moving towards automated (cart loaded) trash collection. Waste Management submitted options for either traditional manual collection or automated. Each household would receive a 96-gallon trash cart and a 64-gallon recycling cart. Only items in the cart would be collected. Two bulk items can be put out once a month on designated bulk item days. Residents have the option of contacting Waste Management for additional bulk pickups and pay for the items to be collected. Billing can be done on a per household per unit per month basis or per ton basis. Families have the option to contract through Waste Management for additional carts at their cost. The one cart system may prompt more people to recycle. Glass recycling is once again included in the comingled recycling stream. Waste Management would work on educating the public on the new automated system which would start in April of 2024; and they believe the automated process is quicker, more efficient, and causes less injuries to their employees.

Ms. Kovach questioned if numbers 1-5 can be recycled for plastics and glass. Mr. Pasquarelli answered plastics numbered 1-5 can be recycled, and glass can also be recycled.

Paul Vietmeier questioned if the cart lids must be closed and noted a business that was denied collection due to overflowing the dumpster. Mr. Pasquarelli answered that businesses should be using the correct size dumpster for their needs. Ideally, residential carts should have the lid closed.

Bob Sutton questioned if smaller carts were available. Mr. Pasquarelli answered that each household would use the standard 96 gallon for two months before given the option (once) to change to a smaller cart.

Annie Shaw questioned what would happen if the trash company broke the can. Mr. Pasquarelli said that either the municipality purchases the carts for residents or Waste Management would provide the carts; but if damaged, the cart would be replaced by the contractor at no charge.

Bill Reffner questioned if residents could use their own carts. Mr. Pasquarelli said no, residents must use the standard designated carts that are compatible with the truck. Old trash containers could be recycled. Carts would be distributed by Waste Management.

David Seiler asked if the automated system has been used in the wintertime with excessive snow and cars parked on the street. Mr. Pasquarelli stated it is tough, but it does work.

Ms. Miller questioned how the cart system would work with homes with multiple sets of steps between the house and road/sidewalk. Mr. Pasquarelli answered that they will address this situation and find a way to work with those types of residents. Mr. Pasquarelli concluded stating that the carts make the municipality look more uniform, and there are no longer open bags of trash attracting rodents and animals.

Mike Liscinski distributed a handout with background information about Noble Environmental, the company who owns and operates Westmoreland Sanitary Landfill. Westmoreland is proposing manual collection and does not believe that automation is the way to go in certain communities in Southwestern Pennsylvania. Mr. Liscinski provided a breakdown of rates based on a per unit pricing. Although the bid specifications allow for up to 5 bags of trash per residence, the hauler would collect up to 15 bags at no additional cost to the resident. In the bid specifications, glass recycling is included, and residents can put out two bulk items on a designated week each month. Westmoreland identified Castle Shannon as a municipality that the automated system would not work well due to the hills and tight streets and low power lines. Mr. Liscinski noted that labor shortage is not an issue for their company, and employee retention is good. Trucks would be coming from Belle Vernon. Calculating the per unit pricing that was submitted, Mr. Liscinski stated that the borough would save \$264,000 over the life of the contract with Westmoreland versus Waste Management, not including the cost of the carts to the municipality.

Mr. Heckmann thanked Mr. Pasquarelli and Mr. Liscinski for addressing council and the public at this meeting. Council will be deciding on the solid waste contract in August.

Real Estate Tax Collector: Due to COVID, Ms. O'Malley noted that Keystone Oaks School District Real Estate Taxes were mailed last week. A 2% discount is offered if paid by August 31st.

Council Committee Reports

Public Relations/Communications – Mr. Heckmann stated that council met in executive session prior to this meeting to discuss the borough manager search. Applications are being received, and Mr. Heckmann encouraged interested candidates to apply.

Building & Grounds/Public Works – Mr. Maloney reported that the public works crew completed exterior painting at the borough garage and is painting the exterior of the Vitte’s building.

A few sewer issues were discovered and were resolved.

Mr. Heckmann thanked Bob Ausman, Public Works Foreman, for keeping his eyes on the ground and reporting to the borough engineers on various projects in the borough.

Public Safety/Fire: Fire Chief William Reffner presented the July incident report of 26 fire calls – 21 in Castle Shannon, 1 in Baldwin Township, and 4 mutual aid/out of town. CSVFD crews did a great job on two confirmed structure fires that were contained to a room and contents fire. Chief Reffner believes the fire on Middleboro was due to a lithium battery being plugged in overnight. Overcharging of lithium batteries is a serious concern for firefighters as they can cause fires.

CSVFD conducted in-house training on July 10th for hose line advancement/management with nozzle pressure and on July 17th to critique two residential structure fires.

Two new applications for membership are being reviewed.

Bob Sutton, CSVFD President, was pleased to report that a six-minute recruitment and retention video is completed and on the new website. Mr. Sutton thanked Bob Astor for his cameo appearance in the video.

Mr. Sutton explained that Lora Howard has been working as administrative assistance for the fire department for almost 30 years. When the pandemic arrived, Ms. Howard started working remotely and has since moved to Conneaut. The fire department felt that it was necessary to have an employee in-house and has therefore hired Lori Williams as of August 1st. Ms. Williams is a member of the fire department and is Firefighter 1 and Firefighter 2 certified along with being EMT certified. Ms. Williams is currently completing her emergency vehicle training course. Ms. Williams will be available to join a volunteer on a rig and respond to calls received during the day. A future goal is to get Ms. Williams qualified on the apparatus to get on scene quickly, establish command, and report to county dispatch.

The Castle Shannon Volunteer Fire Department’s mini-carnival will be July 26-29 from 6 pm to dark. Rides will be provided by Reinhart Amusements. Live bands are scheduled for Thursday, Friday, and Saturday. A community business vendor show, car raffle drawing, and fireworks will be held on Saturday.

Ms. Astor stated that the police department is working with the interim manager on a resolution for the animal control contract. In addition, the police department is sending out information on the Ring Network for notices advising residents to keep their car doors locked as there has been an uptick in car burglaries in local neighborhoods.

Finance: Mr. Swisher reviewed the check register for July 14th and had no further questions. Ms. Kovach questioned an expenditure for the Mainstreet conference in the July 24th check

register. Ms. Miller explained the conference was the PA Downtown Conference held in Scranton, PA. There being no further questions, Mr. Maloney motioned to approve the July 14th check register. Ms. Randazzo seconded; all in favor; motion carried.

Library – Ms. Randazzo reported that the library is in full gear with the summer reading programs for both adults and children.

Ms. Randazzo was proud to announce that the library is listed in the Pittsburgh City Paper Best of Pittsburgh Readers Poll for 2023. Patrons can place a vote for our library as Pittsburgh's Best Tiny Free Library under the People & Places category. More information is available on the library's website.

In the back of the library is a Little Free Pantry for anyone who wishes to donate or needs pantry items.

Friends of the Library will hold an informational meeting on August 8th at 7 pm for patrons to get more information on this group and ways they support our library.

SHACOG – Mr. Oates reported that the SHACOG Golf Outing was a success. He plans to attend the next meeting in Green Tree.

Manager: Ms. Puff introduced Jason Stanton from Lennon, Smith, Souleret Engineering to discuss new library signage. Mr. Heckmann explained that this is part of the wayfinding signage project. The sign will have a digital LED board to list their many events and programs. Mr. Stanton presented two options for the sign with two different dimensions and two different facing options from a COSTARS vendor. A prevailing wage rate request will be provided to the vendor to provide a formal quote. Mr. Heckmann noted that the LED screen would not be using bright colors or high contrast images, as this is a residential street.

Ms. Randazzo questioned whether both face options are available on the smaller sign. Mr. Stanton answered the revised quote allows the ability to still customize the sign without the flexibility of rolling banners. Ms. Randazzo questioned whether software training for the staff would be included in the pricing. Mr. Stanton answered yes.

Mr. Swisher asked about the savings for the smaller sized sign. Mr. Stanton answered approximately \$5,000; however, confirmation of prevailing wage will be factored in the formal quote.

Annie Shaw asked if council was going to vote to approve the sign without a formal quote. Mr. Heckmann answered that council would approve to advance the diligence subsequent to the wage determination. Council is deciding which scope to perfect.

Bryan Gigliotti asked if there would be a difference in screen size capabilities between the two sized signs. Mr. Heckmann answered that the two different sizes signs have different specs. Mr. Stanton added that the sign is customizable to add lines, however the fonts would be smaller.

Paul Salvayon asked if the sign would conform to the borough's zoning ordinance for signs, specifically for illumination. Mr. Vietmeier answered that the sign would have to meet the brightness restriction, and the text cannot be flashing or blinking.

Ms. Randazzo motioned to continue diligence on the smaller sign format to receive a final quote for council's approval. Mr. Maloney seconded; all in favor; motion carried.

Mr. Heckmann stated that the borough participated in a free solar study on municipal buildings in the borough with a firm hired by CONNECT. The agenda contained information on PA Solar Center's completed assessments on the municipal center, library, public works garage, the fire department buildings, and a car port array for 981 Castle Shannon Boulevard (Vitte's). The study included a cash flow analysis for each building.

Engineer: Mr. Stanton presented information regarding the July 13, 2023 Work-in-Progress Report for Castle Shannon Borough projects. Mr. Stanton stated that contracts were awarded to Mele & Mele on the 2023 Road Improvement Programs and construction will be starting in August. Paving Contract No. 23-PK-6 (Rebid) was awarded to A. Folino Construction. Bid opening for Vitte's parking lot paving will be August 10th with three different paving options.

A new MS-4 permit was received. The pollution reduction plan stream restoration work on Saw Mill Run has been completed with plantings. A retainage is being held to ensure plantings take root. Since the borough received grant funding through PADEP Growing Greener that covered the construction cost for this project, LSSE is working on amending the grant agreement for a \$150,000 Gaming Economic Development Tourism Grant through Allegheny County from the Saw Mill Run project to the parks' projects.

An ALCOSAN GROW grant application was submitted for \$563,000 for the Killarney sewer-shed and Hamilton Park sewer-shed for the Phase II Consent Order for source flow reduction and relocation of storm and sanitary sewers in the park.

Group 1 Parks of the parks plus master plan has been completed at Prospect Park, Myrtle Parklet, and the library, with the exception of the shade sail issue. The vendor will be doing a site visit for the shade sails and will make a recommendation to increase the shade area. Mr. Stanton agrees that the area needs works.

Group 2 Parks – Lower Hamilton Park – the design was received by Romtec, and the building permit was received for the multi-purpose structure for a kitchen, restrooms, pavilion, and storage. The contract for assembling the building will be advertised in August. A preconstruction meeting was held with the vendor for turf, lighting, fencing, and trails. Keystone Sports Construction anticipates being in the borough the end of August. Duquesne Light finally disconnected power to the park so that the contractor can begin site and utility work.

Mr. Stanton presented three variations for an earthen retaining wall with similar costs. A lengthy discussion continued. Mr. Swisher believes the retaining wall should extend further along Terrace, and Mr. Stanton will review the site. Council agreed that the earthen wall was aesthetically pleasing.

Group 3 Parks - Upper Hamilton Park – the sewage planning facilities module will be approved soon that will allow for construction to start on the splash pad that had been ordered. A public bathing permit will be filed with Allegheny Health Department to operate the splash pad. The play structure was ordered June 1st. Grading for site is included in the lower park contract.

Mr. Stanton presented a portion of Fountain Street deteriorating from a rain event. A recommendation from the Allegheny Connector Study was to construction a pedestrian corridor connecting the downtown area to the parks utilizing Fountain Street. Mr. Stanton presented design options for the step construction that will also reinforce the street. Mr. Heckmann noted that the expenditure of steps from the park to Fountain Street is covered under the bond issuance. The Fountain Street Steps and Mindful Brewery Stairs/Wall would be add alternates to Contract No. 23-PK-12 for Trails and Splash pad concrete. To economize on the project, Mr. Heckmann asked Mr. Stanton to determine if the area from Fountain Street to Shady Run could support a sidewalk to Route 88.

LSSE is getting a COSTARS quote for Wayfinding System Phase 2 for post mounted signs for secondary entrance, vehicular directional, park identification, park directional, and destination identification along with primary entrance signs which require a PennDOT Highway Occupancy Permit.

Surveys have been completed for a multi-modal grant application for sidewalks on Smith Street Bridge, Killarney, and Sleepy Hollow. Mr. Swisher asked about the railroad’s involvement with the Sleepy Hollow sidewalk under the trestle. Mr. Stanton answered that there will be some coordination with the railroad.

Ms. Kovach questioned activity regarding PennDOT’s bridge on Castle Shannon Boulevard. Mr. Stanton advised that Verizon has moved their conduit lines under the bridge which will allow PennDOT to move forward on the bridge repairs and streetscape.

Mayor’s Report: Mayor Baumgarten attended the Pennsylvania Mayor’s Association Conference where Dr. Seth Goldstein, Faculty Member of the Department of Computer Science at Carnegie Mellon discussed AI (Artificial Intelligence).

Ms. Kovach congratulated Mayor Baumgarten for receiving the Abbie Montecalvo Award for longevity of service for his work in the community of Castle Shannon.

Public Comment:

Bryan Gigliotti, Poplar Avenue – reported that CSYA tournaments have concluded for 2023. It was a very exciting season for the participants. Many positive comments were received about the venue, the fields, and management of tournaments by CSYA volunteers.

The CSYA Golf Outing is seeking business sponsors for banners, team, and hole sponsorships. Two new businesses are participating: Apples to Rainbows and Miller Mulligans.

Mr. Gigliotti said that he will be taking a turn in the dunk tank on Wednesday at the CSVFD carnival.

Last Friday the CSVFD sponsored a pizza day and brought the dunk tank for the Summer Recreation Program. Thanks to Jeremy Emph, Rich Kessler, and Shane Dodd for providing the tank for the children. The last day of the Summer Recreation Program will be July 27th. The program was a great success. It was very wonderful to see the community come together to support the program. Myrtle Avenue PFO donated two pizza days. The CSYA sponsored a Kona Ice and pizza day. McGervey Electric donated dilly bars. Community Library donated a Kona Ice day. Everyone is excited about returning to the new and improved Hamilton Park for next year's program. Ms. O'Malley added that many parents (when paying their taxes) tell her how wonderful the program is for the children.

Annie Shaw, Glen Shannon Drive – inquired about a discrepancy regarding the sale price for the Vitte's property. The Allegheny County Real Estate website lists a price of \$600,000. Mr. Heckmann explained that the borough paid \$500,000 for the property, and one parcel valued at \$100,000 was donated.

Mr. Heckmann closed the public comment section.

Other Business: Nothing to report.

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

Approved as presented this 14th day of August 2023.

John K. Trant Jr.
Interim Manager

Mark J. Heckmann
Council President