

CASTLE SHANNON BOROUGH MINUTES OF REGULAR MEETING

April 22, 2024

The following elected officials were present: N. Kovach; K. Brannon; J. Emph; W. Oates; D. Seiler; L. Shartle; D. Baumgarten. Council Vice President D. Swisher and Tax Collector E. O'Malley were absent. The following appointed officials were present: M. Foote, Borough Manager; D. Biondo, Borough Solicitor; K. Truver, Police Chief. Code Official P. Vietmeier was absent.

Ms. Kovach turned the meeting over to Chief Truver who introduced Police Officer Aaron Maggi. Chief Truver described the hiring process and stated that Officer Maggi graduated with a bachelor's degree in criminology and justice studies from Kent State University. Officer Maggi also graduated from the Allegheny County Police Training Academy and served as a police officer with Highmark Health System before coming to Castle Shannon. Mayor Baumgarten gave Officer Maggi the oath of office, and his police badge was pinned on by his father. Council welcomed aboard Officer Maggi, and Chief Truver thanked the police staff who attended in support of Officer Maggi.

Mayor Baumgarten read a release from the Department of Justice regarding a Castle Shannon resident that was sentenced to nine years in prison for possession of methamphetamine and cocaine with intent to distribute. On June 3, 2022, the Castle Shannon Police Department executed a search warrant at a residence as part of a narcotics investigation within the community. United States Attorney Olshan commended the FBI and Castle Shannon Police Department for the investigation leading to the successful prosecution. This case is part of Project Safe Neighborhoods (PSN), a program bringing together all levels of law enforcement and the communities they serve to reduce violent crime and gun violence, and to make our neighborhoods safer for everyone.

Ms. Kovach thanked the police department for their assistance with traffic control for the SHACOG meeting held April 18th.

Public Notice: Ms. Kovach announced that council met in executive session this evening at 6pm for the purpose of collecting information or educating agency members about an issue.

Ms. Kovach also announced that two conditional use hearings will be conducted immediately following the council meeting: 1) Transformation Media for a proposed billboard to be installed at 3160 Library Road; and 2) Wenbin Huang for a proposed business use at 1106 Castle Shannon Boulevard. Mr. Biondo advised that public comments with regard to the conditional use hearings should be held until the public hearings begin after the regular council meeting.

Public Comment – Agenda Items: Ms. Kovach opened the public comment for agenda items. Being none, the public comment section was closed.

Minutes: The minutes of the April 8, 2024 council meeting were presented. Mr. Emph motioned to approve the minutes. Mr. Brannon seconded; all in favor; motion carried.

Administration: Mr. Foote presented a revision of the Right-to-Know process. Mr. Emph motioned to authorize the borough manager to revise the Right-to-Know process to require a requestor to utilize the State of Pennsylvania standard form. Mr. Brannon seconded; all in favor; motion carried.

Bid Openings, Contracts and Resolutions: Mr. Oates motioned to award the liquid fuels paving contract #24-R01 to Pave & Plow, LLC in the amount of \$243,158.84 subject to confirming that the contractor is PennDOT prequalified. Mr. Emph seconded; all in favor; motion carried.

Ms. Shartle motioned to award the capital fund contract #24-R02 to Pave & Plow, LLC in the amount of \$179,783.00 subject to confirming that the contractor is PennDOT prequalified. Mr. Seiler seconded; all in favor; motion carried.

Chief Truver explained that Federal Forfeited Property is a general fund revenue line item, with a corresponding expense line item that has restrictions regarding expenditures. A non-budgeted police vehicle is an approved expense. Mr. Emph motioned to authorize the police chief to order and purchase one (1) 2024 Chevrolet Tahoe from Kinley Automotive Group under COSTARS Contract #-02-E22-203 in the amount of \$54,000 using Federal Forfeited Property funds.

Council Committee Reports

Finance – Mr. Seiler reviewed the check register of April 12th and April 19th. Mr. Seiler questioned an expenditure for public works display poles/street signs. Ms. Miller answered that purchase was for various signs in the borough. Mr. Seiler also questioned a library expenditure for 2024 E Resources for ACLA. Ms. Miller will get further clarification from library staff. Mr. Emph motioned to authorize the payment of all outstanding bills and invoices. Mr. Oates seconded; all in favor; motion carried.

Public Safety – Mayor Baumgarten commended Officer Rebholz for conducting a thorough initial investigation which led to the arrest of an individual who was supplying drugs into the Castle Shannon community. Officer Rebholz fielded a complaint from a concerned citizen and was then able to obtain vehicle information which resulted in a traffic stop and subsequent drug arrest.

Ms. Kovach provided a gift card to Fire Chief Bill Reffner from a grateful resident for the CSVFD's response to an incident on April 4th.

Chief Reffner submitted the incident reports for March and April. March had 26 calls – 23 in Castle Shannon, 2 in Baldwin Township and 1 mutual aid. In April, the CSVFD responded to 18 calls thus far – 9 in Castle Shannon, 5 in Baldwin Township and 4 mutual aid. Both of the months of March and April have been steady in call responded with no major incidents to report.

Chief Reffner described in-house fire training held in April. On April 8th, CSVFD firefighters along with Dormont Fire Department met in Castle Shannon where members reviewed both

department SCBAs (self-contained breathing apparatus) and RIT (rapid intervention) bags and where these reside on each apparatus. On April 15th, firefighters started annual recertification of the SCBAs combined with several skill stations. Still stations included hose line deployment, ladder raises and climb, and wall breaches.

Four CSVFD officers attended the Fire Department Instruction Conference in Indianapolis, Indiana. This is the largest firefighter conference in the world. Officers attended classes during the day and networking events in the evenings. The week ended with officers attending the vendor show where thousands of vendors displayed their newest, latest, and greatest products for fighting fires.

Ms. Kovach questioned the fire blankets that have recently been advertised for homes. Chief Reffner advised that a small fire blanket for residents is a great option for extinguishing small stove fires. Although new to the market, these blankets work very well and are readily available at Lowes and Home Depot.

Chief Reffner expressed his appreciation for the support received from council members.

Public Works – Mr. Oates reported that the public works crew are working on grass cutting and patching pot holes. New veterans’ banners were received, and the soldier banners will be put on display in the next couple of weeks.

Ms. Kovach noted that the public works department is seeking seasonal help. Resident must be a high school graduate entering college or student returning to college in the fall. A full job description is available at csboro.org.

Board Reports –

Economic Development – Mr. Seiler, Mr. Foote, and a codes representative toured the community with representatives from PRT and DOT looking for opportunities to develop the area to continue to build Castle Shannon.

Mr. Seiler met with Castle Shannon Revitalization Corporation on April 17th, and the organization will be promoting Restaurant Week May 8th – 15th to highlight eateries in the borough. The CSRC also discussed creating a historical society highlighting Castle Shannon’s past. They would like to gather historical information/items from residents to be displayed. Twenty new veteran banners have been received.

The CSRC’s Stars and Stripes promotion is available. CSRC members will place a full-sized flag in a resident’s yard on seven noted holidays for \$60 a year.

Library – Ms. Shartle reported that the Flea Market was held last Saturday and was very successful.

Ms. Shartle urged residents to explore the variety of programs offered for both children and adults.

A library fundraiser will be held at Primanti Bros. (Mt. Lebanon location) on April 30th from 11am to 11pm. Patrons can order online using code DINE2DONATE or show the flyer in the restaurant. Proceeds are used to donate free books to the community.

SHACOG – Mr. Seiler reported that Brittany Reno, Mayor of Sharpsburg, discussed federal infrastructure funding opportunities.

Mayor’s Report: Mayor Baumgarten stated that the police department is very fortunate to have several younger police officers in training to enable the force to maintain a full department when the senior officers retire.

Mayor Baumgarten discussed historical information provided by Paul Dudjak that is available at the library. Ms. Kovach noted that the library’s information is in a storage area, and the CSRC would like to have a space to have historical information available to the public.

Manager’s Report: Mr. Foote reported staff is looking into both temporary and permanent options to address the Smith Street Bridge. The borough has applied for a grant, and recently toured the area with representatives from the PRT.

Staff is also working with both parties associated with the sidewalk matter at Ice Castle, however this is private property. Because of this issue, bidding for the next phase of streetscape will be delayed.

Public Comment – Non-agenda Items:

Jerry Coombs, Belleville Street – noticed that public works has blocked the sidewalk at Ice Castle, however people are still walking through the area or walking on the street. Mr. Coombs suggested that perhaps a temporary crosswalk or better barricades could be installed. Chief Truver answered that PennDOT is aware of the situation.

Old Business: Nothing to report.

New Business: Ms. Kovach announced that since glass can be recycled by Waste Management, the borough will be discontinuing the glass recycling station at the CSVFD parking lot on May 31st.

Mr. Emph motioned to adjourn. Mr. Brannon seconded; all in favor; motion carried.

Approved as presented this 13th day of May 2024.

C. Michael Foote
Borough Manager

Nancy Kovach
Council President