

## **Canonsburg Borough Council Meeting**

Monday, October 14th, 2019

6:30 PM

### **CALL TO ORDER:**

The meeting was called to order by Mr. Bell at 6:30 pm.

**Moment of Silence** called by Mr. Bell.

### **Pledge of Allegiance**

### **Roll Call:**

Mr. Eric Chandler - Present

Mr. John Severine - Present

Mrs. Tina Bails - Present

Mr. Joe McGarry, Vice President - Present

Mrs. Fran Coleman - Present

Mr. Harold Bowman - Present

Mr. Richard Bell, President - Present

**Others Present:** Borough Administrative Assistant Kimberly Cecchine, KLH Engineer Veronica Bennett, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence and Police Chief Alex Coghill

**Absent:** Mayor David Rhome

### **GUESTS:**

Lisa Scarmazzi from the Canonsburg Christmas committee, reported on the following: The committee has been granted permission by business owners to put up Christmas lights on their buildings beginning on November 18<sup>th</sup>. Performances are scheduled. Hallmark will be back again this year to sponsor the event, they will supply ornaments and greeting cards for residents. Hallmark will be donating a Colorado Spruce Christmas tree with all of the decorations for the front of the Borough Building, installation included. Canonsburg is the only community that Hallmark is doing this for. Mrs. Scarmazzi explained the Gingerbread House decorating contest. Mr. Bell explained that the tree that is currently placed in front of the Borough building is dying and the Borough does not have the means to replace it. Hallmark has donated \$7,500 towards the new tree. Home Depot will be donating timers for the lights around town.

### **PUBLIC COMMENTS:**

1. Marilu Caton, 123 East College Street, brought up the size of the political signs placed around the Borough for the upcoming election, stating that they are larger than what is allowed. Mr. Bell recognized that Ms. Caton came to the prior meeting and that the solicitor was to look into the sign ordinance. Mr. Dalfonso stated that the Borough cannot enforce the ordinance as it is currently written because it would be a violation of the first amendment as it only enforces one type of speech. Ms. Caton asked why the ordinance was handed to Mr. Saieva if it wasn't valid and brought up a Supreme Court ruling that states that a municipality can regulate the size of a sign to which Mr. Dalfonso agreed adding that the Borough's current ordinance isn't enforceable. Ms. Caton explained that Mr. Saieva followed the ordinance but other nominees had not. Mrs. Cecchine explained that when sign applications are passed out, a copy of the ordinance is passed out as well. At this time, a member of the audience began to speak in which Mr. Bell called the meeting back to order. Mr. Severine stated that in the first amendment that everyone has the right to put up political signs and municipalities can regulate the size, Mr. Dalfonso explained again that all temporary signs must be treated equally whether they are political or otherwise, sizes cannot differentiate. The ordinance will be added to the list that needs to be updated.
2. John Graff and neighbor, Ridge Avenue, inquired about the curbs on his street stating they haven't had an update in 2 years and they went to a convention and spoke to Representative Tim O'Neil about the issue. Mr. Lawrence explained that North Street and above was taken care of by PA American Water and that meetings have been held to discuss who is responsible for the damage, whether it's the water company and the gas company. Ms. Bennett explained that KLH has done surveys and walkthroughs with the gas company. There is about 1,400 linear feet of curbs on both sides of the road that have been damaged. Around 600 linear feet is the water company's responsibility, 370 feet is the gas company's and the rest could be fixed by the Borough. The cost for full depth curb would be \$35 per linear foot, making the total cost for the project around \$60,000. The water company has not agreed to an amount but the gas company has agreed to the amount and possibly go above what they owe. The work would not be done in 2019 due to the temperatures dropping. Ms. Bennett stated that she would like to put the project up for bid in January so that it could be scheduled as soon as the weather gets better, ideally around March or May. Mr. Lawrence explained that the curbs above on North Street have different specifications than the curbs that need repaired on Ridge as Ridge Avenue is a State road. Mr. Graff asked that someone contact him when there are any updates with the project, Mr. Bell agreed that he would get in touch with him personally.

3. Dawn Dombrowski, 2314 Shamrock Lane, regarding a problem with the zoning map. Ms. Dombrowski stated that a month ago she bought a lot on the 700 block from Franklin Avenue without knowing that Canonsburg zoning ordinance changed the use of that area so when she brought in a zoning and building permit to build a single family home, the applications were stamped “denied”. She stated that the real estate agents and owners of the lot were unaware that that area was no longer classified as residential and that most likely the residents in the area do not realize it as well. Ms. Dombrowski asked council what is being done to fix these issues, what the time frame would be and if there was a legal document that could be granted that would allow her to move forward with construction while changes are being made to the zoning ordinance. Mr. Dalfonso stated that council is looking into amending the zoning ordinance, but that when this current ordinance and map was passed that the Borough went through the proper procedure that anyone affected would be notified of any changes. He also added that the real estate agents should have contacted the Borough office to check the zoning of the property before closing and that council is currently looking into modifying the ordinance in map but the process has not yet begun, Ms. Dombrowski stated that the maps at the County building still show the lot as residential. It was discussed that the County should have current copies of the ordinance and map as they are involved in the process. Mr. Chandler stated that council is aware there are issues with the ordinance and map and they will be updating it as soon as possible but it is a lengthy process. Mrs. Cecchine stated that the last time the ordinance was changed, it took about 6 months to a year and that the former Borough Manager, former Code Officer drove around the town to research. Mr. Bell stated that the changes were advertised but that most likely no one came to the meeting. Mrs. Cecchine told Ms. Dombrowski to stay in touch with the Borough zoning officer about the process.

**PRESIDENT’S COMMENTS:**

1. Council has been working on the 2020 budget.

**MAYOR’S REPORT:**

Mayor Rhome was absent, Chief Coghill reported on the following:

1. Seeking permission to advertise for Civil Service as soon as possible.
2. Halloween Safety night to be held on October 16th to give out reflective bags and glow sticks.
3. Fourth tactile training was held in the Greenside Meadows property, two more are scheduled.

## **ENGINEER'S REPORT:**

Ms. Bennett reported on the following:

1. CCTV Project - recommends approving payment to State Pipe in the amount of \$15,509.83, which is \$4,000 less than the original contract amount.
2. Paving Project - Project is complete, there are outstanding punch list items that need done but recommends payment to Independent Enterprises in the amount of \$475,632.45.
3. College Street Culvert Sidewalk Project - Complimented the work that Strnisha Construction did with the project and recommends approving payment of a \$23,402.72 change order and also the contracted payment of \$108,402.72.
4. UP Church Parking Lot - Advertised bids and received 5 bids ranging from \$74,000 to \$91,000 with Independent Enterprises being the lowest bidder. Ms. Bennett reviewed the numbers and found that that amount was in line with current prices. Their number to mill and pave the lot came in at right at \$60,000 which was the expected project cost, the additional \$14,000 was for base repair. Ms. Bennett stated that council could vote tonight or wait until next year and rebid but that asphalt costs could rise by then. Ms. Bennett spoke to Independent Enterprises and was told they could complete this project this year in about one week. Mr. Bell asked if the upcoming cold weather would affect the project to which Ms. Bennett explained that as long as it's laid down at the right temperature, there should be no issues. Mr. Bell asked Mr. Dalfonso if it would be possible to vote on the matter contingent upon the Borough Manager's final approval.
5. Street Opening Permit/Ordinance - Working with Tom Lawrence to review current permitting and ordinance and to amend the fee schedule to include an escrow amount. Applications would also start getting reviewed by the engineers before any work was done to hold utilities more accountable. Ms. Bennett also mentioned issues with sewer tap-ins not being installed by licensed professionals and changing the permitting process so the engineers can be more involved and have an updated map of sewer lines. Mrs. Cecchine asked that a discussion is held with the Canonsburg Houston Joint Sewer Authority about the current sewer tap application process as there is currently a lot of confusion about the responsibilities of each department, Ms. Bennett explained the new process would allow KLH Engineers to review the applications and take on the responsibility.

## **SOLICITOR'S REPORT:**

Mr. Dalfonso stated that all items that he had for his report were covered during public comments.

## **COMMITTEE REPORTS:**

1. **Administration and Finance:** Mrs. Coleman stated she reviewed bills and invoices with Ms. Lesnock and approves paying the bills.

### **Motion to approve Canonsburg Borough bills.**

Mrs. Coleman made a motion to pay the bills. Seconded by Mr. McGarry

No questions on the motion.

### **Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

2. **Code** - Mr. Severine spoke to Josh about the situations across from the Post Office and at the Tiny Store and both are under control, both locations now have permits. Mr. Severine reported that at the corner of Craighead Road and Route 980, cars are being parked close to the intersection which is causing many near-accidents and that there are no painted curbs indicating a no parking zone. Mr Severine inquired about the bridge located on McBurney Road, Ms. Bennett explained that she met with the residents and the conservation district regarding the issue and the two are to work together to fix it.

3. **Public Works-** Mr. McGarry presented the report from Public Works for the month of September and complimented the work done with Oktoberfest. Mr. Lawrence stated that the gas company is about 98% done paving in the west end and that the work looks satisfactory. Mr. Chandler asked Mr. Lawrence if there is a running list of which roads have been paved, Mr. Lawrence explained that Roadbotics will go around and rate all of the roads in the borough every year, Ms. Bennett explained the process of how Roadbotics works. Mr. Severine asked Mrs. Cecchine if the letters for the CDBG Project have been mailed out, Mrs. Cecchine answered that letters were sent to Grace Avenue, East Pitt Street and Murdock Avenue and that Murdock was on the list last year and qualified but that there wasn't enough money allocated to pave it. Ms. Bennett explained that Murdock Street will take most of the budget due to stormwater issues that need fixed.

Discussion was held about which sections of Murdock Street can qualify.

**4. Public Safety-** Mr. Bowman reported the following:

The Canonsburg Volunteer Fire Department in the month of September 2019 responded to 23 calls consisting of:

5 Hazardous Condition Calls

3 Good Intent Calls

3 Fire Calls

3 Service Calls

4 False Alarms

0 Special Intent

6 Rescue Call

Average 6 firefighters per call, 48 minutes per call. \$900,000 in damage.

Mr. Lawrence asked if the number should have been \$90,000 instead but Mr. Bowman stated that the report he was provided shows \$900,000.

**5. Facilities-** Mr. Bell stated a meeting needed to be scheduled for the new pool building. Mr. Bell inquired about some external electrical issues at the senior center, Ms. Bennett stated that she will have their electrician inspect it.

**6. Parks and Recreation -** Mrs. Bails reported on the following:

1. LSA grant - Kerry Fox at the Washington County Redevelopment Authority will be taking over the administrative aspects of the grant rather than anyone from Friends of the Park or the Park Board so that everything is above board.
2. New Pavilion - Water and electricity access.
3. New pool slide - Will installed next April
4. Skateboard Park - Updates
5. Fall Cleanup - Cleaning up around flagpole
6. Waterfall - In contact with water company
7. New fiberglass liner - Needed in filter pit, received an estimate.
8. Bonfire - 200+ people came to Town Park bonfire, donations from McDonalds, Giant Eagle, Shop N Save, Dunkin Donuts and individuals.

9. List of future park projects - Woodland playground refurbishing at a cost of \$50,000. Pathways and bridge replacements in the amount of \$200,000, a grant was applied for but was denied, other grants applications are being completed. New pavilion at a cost of \$100,000, \$90,000 of which was paid for with a grant, the rest covered by money from the Park Board, Friends of the Park and the Borough.
10. Pickleball - Pickleball league would like to leave court open until Thanksgiving to possibly have an event, Mr. Bell said council gave the league permission to lock it up at their discretion.
11. There will not be a Park Board meeting in December.

## **7. Re-Development:**

Mr. Chandler reported on the following:

1. Waiting to hear back from Rob Philips from the Redevelopment Authority about the list for the Land Bank.
2. In the third session of a course in community planning, there are 3 other courses available: zoning, zoning administration and subdivision and land development.
3. Webinars: Land Banks, Conservatorship, How to Deal with Blight, Strategies for Planning, Funding and Constructing Municipal Facilities.

## **VOTING ITEMS:**

### **1. Motion to approve the September 9th, 2019 meeting minutes of Canonsburg Borough Council Meeting.**

Mr. Chandler made a motion to approve the September 9th, 2019 meeting minutes of Canonsburg Council Meeting. Seconded by Mrs. Bails.

No questions on the motion.

7 Yes. 0 No. 0 Absent. Motion Carries.

### **2. Motion to approve Tom Lawrence (Street Supervisor) to purchase a side cut boom mower at a price not to exceed \$70,000, contingent on the final approval of the Borough Manager.**

Mr. McGarry made a motion to approve Tom Lawrence (Street Supervisor) to purchase a side cut boom mower at a price not to exceed \$70,000, contingent on the final approval of the Borough Manager. Seconded by Mrs. Coleman.

No questions on the motion.

## **Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**3. Motion to award contract 2019-03 (UP Church Lot Paving) to Independent Enterprises in the amount of \$74,303 contingent upon the approval of the Borough Manager.**

Mr. McGarry made a motion to award contract 2019-03 (UP Church Lot Paving) to Independent Enterprises in the amount of \$74,303 contingent upon the approval of the Borough Manager. Seconded by Mrs. Coleman.

No question on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No.0 Absent. Motion Carries.

**4. Motion to approve a handicap parking space at 515 Blaine Avenue.**

Mr. Severine made a motion to approve a handicap parking space at 515 Blaine Avenue. Seconded by Mrs. Bails.

No question on the motion.

7 Yes. 0 No. 0 Absent. Motion Carries.

**5. Motion to give approval for advertising to update the Civil Service list.**

Mr. McGarry made a motion to give approval for advertising to update the Civil Service list. Seconded by Mrs. Bails.

No questions on the motion.

All in favor. Motion carries.

**6. Motion to approve pay request #1 to Independent Enterprises in the amount of \$475,632.45.**

Mr. McGarry made a motion to approve pay request #1 to Independent Enterprises in the amount of \$475,632.45. Seconded by Mr. Chandler.

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**7. Motion to approve change order #1 in the amount of \$23,402.72 to Strnisha Construction for additional work related to the College Street wall reinforcements.**

Mr. McGarry made a motion to approve change order #1 in the amount of \$23,402.72 to Strnisha Construction for additional work related to the College Street wall reinforcements. Seconded by Mrs. Coleman.

**Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**8. Motion to approve pay request #1/final pay to Strnisha Construction in the amount of \$108,402.72.**

Mr. McGarry made a motion to approve pay request #1/final pay to Strnisha Construction in the amount of \$108,402.72. Seconded by Mr. Severine.

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**9. Motion to approve pay request #1/final pay to State Pipe in the amount of \$15,509.83.**

Mr. McGarry made a motion to approve pay request #1/final pay to State Pipe in the amount of \$15,509.83. Seconded by Mr. Chandler.

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mrs. Coleman-Yes

Mr. McGarry-Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell-Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**UNFINISHED BUSINESS:**

1. Town Park Pool House - Mrs. Cecchine asked if council could set aside time at the budget meeting

scheduled on October 23rd to discuss.

2. Bids for UP Church lot paving project - Discussed and voted on at tonight's meeting.
3. Bids for Grass Cutting - No bids were turned in, Borough will be re-advertising soon. Mr. Severine asked if it was possible for the public works department to cut the grass and discussion was held about the cost and manpower it would require.
4. Zoning Map Revisions - Discussed during public comments. Mr. Chandler asked when a meeting could be scheduled to start discussion about revisions to the zoning map and ordinance.
5. Meeting with Little Joe's Market - To be set up.

**NEW BUSINESS:**

Set a new date for November 11 meeting (due to Veteran's Day) - Council decided to hold the November voting meeting on Tuesday, November 12th, 2019.

Mr. Severine brought up parking and traffic issues on Water Street, recommending that council consider making it a one way street. Mr. Lawrence commented that if everyone could agree on which way traffic should flow, it would most likely already be a one-way street.

**EXECUTIVE SESSION:**

None

**ADJOURNMENT:**

Motion by Mrs. McGarry to adjourn the meeting at 8:20 pm. Seconded by Mrs. Bails.

All in favor. Meeting adjourned at 8:20 pm.

Submitted by:

Callie Munch