

**Canonsburg Borough Council Meeting**

Monday, February 10th, 2020

6:30 PM

**CALL TO ORDER:**

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

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

**Pledge of Allegiance**

**Roll Call:**

Mr. Eric Chandler - Present

Mr. John Severine - Present

Mrs. Tina Bails - Present

Mr. Edward P. Yorke- Present

Mr. Richard Russo- Present

Mr. Harold Bowman - Present

Mr. Richard Bell, President - Absent

**Others Present:** Borough Manager Denise Lesnock, KLH Engineer Veronica Bennett, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence and Police Chief Alex Coghill

**Absent:** Mayor David Rhome

**GUESTS:**

None.

**PUBLIC COMMENTS:**

None.

**PRESIDENT'S COMMENTS:**

Mr. Bell was absent from the meeting.

**MAYOR'S REPORT:**

Mayor Rhome reported on the following:

1. Extra patrols and site visits during church services in the area, receptive so far.
2. Parking kiosk is a work in progress, have had a couple glitches
3. Voting items:
  - June 20th - Paper shredding event in borough lot 9:30-11:30 AM
  - Memorial Day Parade May 25th
  - July 4th Parade
  - Christmas Celebrations - December 4th, 5th and 6th
  - Oktoberfest - September 18th, 19th, 20th
4. Expand Civil Service testing, applications and advertising. Have always stayed local but would like to start advertising in the Pittsburgh area but it will be more costly.
5. Non-Emergency online Police complaint form, there have been about 12 reports so far. Chief Coghill explained the need for the non-emergency police form stating that some people are embarrassed to call 911 for non-emergency situations, he explained that the complaint goes directly to himself and he will assign the complaint to someone in the department.
6. Make part time police officer rate from \$17 to \$18.50, paid by equitable sharing. Chief Coghill explained the process of civil service testing, the current shortage of candidates and the need for more part time officers. The Canonsburg Police Department currently has 12 candidates for their open full-time position. Chief Coghill explained that a neighboring community hired retired officers for their part time positions. Mr. Chandler asked what was needed from Council tonight, Mayor Rhome asked that the discussion continue for the raise for part time officers. Mr. Russo stated that this would be a budget issue and Chief Coghill explained that part time officers are paid by equitable sharing (seized monies) and has about one and a half years of money saved in the account to pay for part time officers at \$18.50. Chief Coghill explained that money has not been coming in since there has not been an officer in the program but will be reassigned soon after a background check has been completed. Mr. Chandler tabled the discussion for next month's agenda meeting.
7. Chief Coghill was selected to fill the position on the Executive Board of Pennsylvania Chiefs of Police Association and is also the President of the Washington County Chiefs Association.

Mr. Severine asked about parking on sidewalks. Chief Coghill explained that officers have been writing a lot of parking tickets and explained the process that happens after the ticket has been issued. Mr. Severine then asked about the parking enforcement permit report amounts, stating that the amounts listed and the permits available do not match up. Further discussion was held about the format of the report and available permits. Mr. Chandler asked Mayor Rhome to work with Priscilla to find out how many spaces are taken in each lot.

Mr. Chandler asked about the parking kiosks and the glitches that have been happening. Mayor Rhome explained that a mechanism couldn't recognize weight differences between coins and the other issue was a software problem involving radio frequency. Mr. Chandler asked what the next steps were, Mayor Rhome stated that he told the kiosk company that he was ready to pull the machine and go with another company and that Mr. Severine asked to give them another chance. The company has put in a lot of work and time to help the Borough with the machine and would like to give them another 60 day window to try the machine. Mr. Severine stated that the problems were not so much with the kiosk but with the handheld machine. Mr. Chandler agreed to follow up in 60 days. Mr Russo asked Mayor Rhome about the trash issue in the Rite Aid lot, Mayor Rhome stated that he believed code enforcement was to handle that. Ms. Lesnock stated that the Code Enforcement officer was to go over and speak to the owner of Big Fellas.

### **ENGINEER'S REPORT:**

Ms. Bennett reported on the following:

1. Zoning ordinance update is moving along well, the scheduled meeting was cancelled and rescheduled.
2. The Subdivision ordinance update is at the last step and has been working with Mackin Engineering.
3. Street Opening ordinance, everyone has received a copy. Ms. Bennett explained the updates to the fees and required bonds. The utility companies are aware that a new ordinance is in the works, emergency repairs will have to be handled differently but need to comply with restoration.

Mr. Severine asked about work being done on Perry Como Avenue, Ms. Bennett explained that the

ordinance is not in effect yet but they are required to follow the current specifications. Mayor Rhome brought up the current state of Pike Street and how the utility companies left Adams Avenue last year, Ms. Bennett explained that it being a state road makes it more difficult but that the base repair can be done in cold weather but the milling and paving would have to wait until the asphalt plants open. Mr. Russo asked what could be done with Pike Street, Mr. Lawrence explained that the issue is with cutting into concrete and using coal patch to cover the opening, he also stated that the State came to look at the work and said the roads “weren’t that bad”.

Mr. Chandler asked about the UP Church parking lot, Ms. Bennett explained that it hadn’t been fixed yet but she has spoke to Independent Enterprises about it

4. Pool House - Decision was made to proceed with a smaller footprint with a small community room and is working on a detailed cost estimate to figure out funding. There has not been any significant movement to the current pool house wall, there should not be any issues for the 2020 season and construction for the new pool house can begin in the fall. The next pool house meeting needs to be scheduled.
5. Ridge Avenue curb replacement - PA American Water made a deal with Columbia Gas when the work was done. Ms. Bennett spoke to Columbia Gas and was told they would contribute to the repair but has since not received a cost from him. Ms. Bennett is looking to get  $\frac{2}{3}$  of the money from the gas company and that the other  $\frac{1}{3}$  will be the responsibility of the Borough.
6. 2019 Milling and Paving Program - final payments need to be made in the amount of \$52,848.05 which will release the retainage and close everything out. Mr. Russo asked if this was a CDBG program and Ms. Bennett explained that it was an in-house project and looking into roads to do for the 2020 project. Ms. Bennett stated that they are also going through videos and working on a sanitary sewer spot repair project.

### **SOLICITOR’S REPORT:**

Mr. Dalfonso reported on the following:

1. Worked with Ms. Bennett to finalize the street opening ordinance.

2. There was a planning commission meeting earlier in the months, there is a motion tonight to vote on the commission's recommendation for a minor subdivision.
3. Spoke to code enforcement about the litter ordinance and should have no issue in enforcing it.

Mr. Chandler asked if Mr. Dalfonso reviewed the current solicitation ordinance, he stated that he had not had a chance to review it but has an ordinance that he uses in other municipalities that works well and could be used in Canonsburg. Discussion was held about organizations that do not need a permit. Mayor Rhome stated that police responded to a call about someone soliciting at a resident's home being persistent and forceful. Mrs. Bails stated that a neighbor had a veteran come to the door about installing solar panels on the home. Mr. Dalfonso asked Chief Coghill if he has a list of current permit holders to which he replied that he did not. Mr. Chandler asked that if anyone in the audience has someone come to their door to ask for their ID and ask to see their permit and if they don't have either, close the door and call 911.

### **COMMITTEE REPORTS:**

1. **Administration and Finance:** Mrs. Bails stated she and Mr. Yorke reviewed bills and invoices with Ms. Lesnock and approves paying the bills. Mr. Yorke requested an executive session regarding personnel.
2. **Code -** Mr. Severine stated that the Dollar General was closed again, code enforcement is working with the district manager to fix issues including overcrowding of product and plumbing issues. A procedure is being put in place, including a checklist, for when someone needs a building permit. A couple signs in town need to be taken down and Renovation Nation needs a loading zone area for when a truck brings a delivery, residents are having issues with driveways being blocked in. Mr. Bowman stated that Renovation Nation has been parking on the sidewalk. Discussion was held about loading issues at the location at Euclid Avenue/Perry Como Avenue. Mayor Rhome stated that he would work with the councilmen from that ward and figure out a solution. Mr. Russo asked Mr. Severine if there is a vacant property list, he stated that Mr. Chandler has been working on both a commercial and residential list. Further discussion was held about vacant homes in the Borough that do not have any code violations and are not condemned. Mr. Chandler stated he has a list that is not complete yet.

**3. Public Works-** Mr. Bowman reported that Public Works did a great job with snow removal over the weekend. Mr. Bowman then told Mr. Lawrence that there is a street sign missing at Perry Como and Euclid. Mr. Severine and Mr. Lawrence stated that there a new one just put up to which Mr. Bowman explained that is now missing. Mr. Lawrence stated that he would look into it.

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

The Canonsburg Volunteer Fire Department in the month of January 2020 responded to 18 calls consisting of:

1 Fire Call

1 Hazardous Condition Calls

2 Good Intent Calls

5 Service Calls

6 Alarm Calls

2 Rescue Calls

Average 10 firefighters per call, 31 minutes per call. \$0 in damage.

For the first time in several years, the firefighters per call was in the double digits and went from 3-5 to 11 firefighters at night thanks to the incentive program. Mr. Chandler asked if it helped the response time, Mayor Rhome stated that was a work in progress and would have some data for the next meeting

**5. Facilities-** Mr. Russo asked if a fall 2020 start date for the new pool house to begin construction is a realistic timeframe. Ms. Bennett stated that if KLH Engineers gives the amount needed for funding and the funding process has no issues, that there should be no issue. Ms. Bennett added that she doesn't believe the bidding process shouldn't take long because a lot of companies are looking for work at that time of year and feels confident on the start time.

Mr. Russo has been working with Ms. Lesnock on signage for the borough building doors.

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

1. The President of Softball Association stated there was a lot of improvement, asked to paint the concession stand at the ballpark blue and gold but was tabled until the March meeting due to the Park's new logo colors.

2. There were 7 trees removed from Staley Tree Service.
3. New pavilion is a work in progress, it will be named the VFW 191 Pavilion for all of the work that they have done for the community.
4. Pool pass prices have stayed the same, the price for pool parties will be raised \$25 an hour with a two hour minimum due to the cost of having lifeguards on staff.
5. Picnic table campaign for the new pavilion, possibly smaller tables, made with the same material as the benches.
6. New slide has been installed and will be operational.
7. \$6,000-\$8,000 needed for a new PA system.
8. Paving the pool driveway - bid of \$13,900 received, waiting for two more.
9. New park board member to look into rehabilitating playground equipment near the Yoney Pavilion/Basketball courts.
10. Pool Manager, Adam Manion, requested a new pool vacuum, the two vacuums at the pool are non-operational and cleaning the pool manually is not possible.

Friends of the Park Night at the Races fundraiser is scheduled for April 18th at the Canonsburg VFW 191.

Mr. Severine asked if there would be a sign with a weight and age limit on the new slide, Mr. Russo answered there would be only a weight limit. Mr. Severine asked about the state of the East End playground, Mr. Lawrence said that he would take a look at it.

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

Mr. Chandler stated he updated Mr. Russo with Redevelopment and are looking to do an Economic Development workshop. Mr. Russo asked that the workshop be scheduled tonight. It was decided to have the workshop on February 24th at 6:30 PM. Mr. Russo spoke about inviting Kerry Fox, Jeff Katula and AJ Williams (Canonsburg Chamber of Commerce) and asked that Ms. Lesnock attend the meeting. Ms. Lesnock stated that a woman from DCED would also be interested in attending.

#### **8. Sewer Authority:**

Mr. Yorke reported that an ordinance was sent to Ms. Lesnock. Mr Dalfonso said that a meeting was help with the sewer authority about how to handle sewer taps.

**VOTING ITEMS:**

**Ms. Lesnock asked if a motion was made earlier to pay the bills, Mrs. Bails stated she did not.**

**Motion to approve Canonsburg Borough bills.**

Mrs. Bails made a motion to pay the bills. Seconded by Mr. Yorke

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell- Absent

6 Yes. 0 No. 1 Absent. Motion Carries.

**1. Motion to approve the January 6th, 2020 meeting minutes of Canonsburg Borough Council Meeting.**

Mrs. Bails made a motion to approve the January 6th, 2020 meeting minutes of Canonsburg Council Meeting. Seconded by Mr. Russo.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion Carries.

**2. Motion to approve the January 13th, 2020 meeting minutes of Canonsburg Borough Council Meeting.**

Mr. Bowman made a motion to approve the January 13th, 2020 meeting minutes of Canonsburg Council Meeting. Seconded by Mr. Russo.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion Carries.

**3. Motion to approve advertising for proposals for pension actuarial services.**

Mr. Yorke made a motion to approve advertising for proposals for pension actuarial services. Seconded by Mr. Bowman.

6 Yes. 0 No. 1 Absent. Motion Carries.

**4. Motion to approve advertising in the Observer Reporter for sale on Municibid the following items: Case IH 965 Tractor, 2007 Ford Crown Vic, 2010 Ford Explorer, 2008 Chevy 2500 HD Dump and Air Co Portable Welder/Generator.**

Mrs. Bails made a motion to approve advertising in the Observer Reporter for sale on Municibid the following items: Case IH 965 Tractor, 2007 Ford Crown Vic, 2010 Ford Explorer, 2008 Chevy 2500 HD Dump and Air Co Portable Welder/Generator.. Seconded by Mr. Russo.

No question on the motion.

6 Yes. 0 No. 1 Absent. Motion Carries.

**5. Motion to approve purchasing a 60” Alamo coarse cut flail head and quick disconnect in the amount of \$16,400 (Act 13 fund).**

Mr. Russo made a motion to approve purchasing a 60” Alamo coarse cut flail head and quick disconnect in the amount of \$16,400 (Act 13 fund). Seconded by Mrs. Bails.

No question on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails-Yes

Mr. Severine- Yes

Mr. Chandler-Yes

Mr. Bell- Absent

6 Yes. 0 No. 1 Absent. Motion Carries.

**6. Motion to nominate a candidate for the Zoning Hearing Board for a 3 year term ending 12/31/2022.**

Ms. Lesnock explained that there were three letters of interest for the Zoning Hearing Board that were in last week's packet.

Mr. Bowman made a motion to nominate Manuel Pihakis to the Zoning Hearing Board for a 3 year term ending 12/31/2022. Seconded by Mrs. Bails.

Mr. Russo asked if the other candidates were interviewed and what the process was to pick a new member, Mr. Dalfonso stated it is up to council to decide. Ms. Lesnock stated that originally the motion was to reappoint Mr. Pihakis but after speaking to the solicitor, it was decided to leave it up to nomination.

6 Yes. 0 No. 1 Absent. Motion Carries.

**7. Motion to appoint Steve Lucas to the Park Board for a 4 year term ending 12/31/2023.**

Mrs. Bails made a motion to appoint Steve Lucas to the Park Board for a 4 year term ending 12/31/2023.

Seconded by Mr. Yorke.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion Carries.

**8. Motion to advertise an ordinance amending Chapter 149 Article 1 Street Excavations, Sections 149-1 through 149-16 of the Borough Code.**

Mr. Yorke made a motion to advertise an ordinance amending Chapter 149 Article 1 Street Excavations, Sections 149-1 through 149-16 of the Borough Code. Seconded by Mrs. Bails.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion Carries.

**9. Motion to approve the Planning Commission’s recommendation to subdivide the lot at 620 West Pike Street (making one parcel in Canonsburg and one in Chartiers).**

Mr. Severine made a motion to approve the Planning Commission’s recommendation to subdivide the lot at 620 West Pike Street (making one parcel in Canonsburg and one in Chartiers). Seconded by Mr. Russo.

Mr. Russo asked if this was Grease Monkey, Mr. Chandler explained that the parcel was located in both Canonsburg and Chartiers. The owner of the property was in the audience and explained that the land in Chartiers is just woods and hopes to sell that and retain the parcel in Canonsburg. Mr. Russo asked if there was access to the parcel in Chartiers and the property owner explained that there was an access road.

6 Yes. 0 No. 1 Absent. Motion Carries.

**10. Motion to participate in the Junior Councilperson program.**

Mr. Russo made a motion to participate in the Junior Councilperson program. Seconded by Mr. Severine.

Mr. Russo asked about the workload that comes with the program and asked for the opinion of Ms. Lesnock.

Ms. Lesnock stated the Junior Councilperson chosen can not vote but will have a say in matters. Mrs. Bails

asked how things works when there was a junior councilperson in the past, Ms. Lesnock stated she wasn’t a

big part of it but that the council at the time did have a little trouble getting used to the opinions of someone

of that age but that AJ Williams did become a councilman in the future. Mr. Chandler then explained the

entire process of the Junior Councilperson program. Mr. Russo stated he didn’t want to program to add more

work to Ms. Lesnock and would like the support of the other council members to help in the process. Mr.

Chandler explained that he would like to take the lead on the program.

6 Yes. 0 No. 1 Absent. Motion carries.

**11. Motion to approve a paper shredding event in the Borough parking lot on June 20th, 2020 from 9:30 AM to 11:30 AM.**

Mr. Severine made a motion to approve a paper shredding event in the Borough parking lot on June 20th, 2020 from 9:30 AM to 11:30 AM. Seconded by Mrs. Bails.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion carries.

**12. Motion to approve an Autism Walk on September 26th, 2020 at Town Park.**

Mr. Yorke made a motion to approve an Autism Walk on September 26th, 2020 at Town Park. Seconded by Mrs. Bails.

No questions on the motion.

6 Yes. 0 No. 1 Absent. Motion carries.

**UNFINISHED BUSINESS:**

1. Town Park pool house meeting - Needs rescheduled.
2. Zoning map revision meeting - Scheduled for Friday at 1:00 PM.
3. Junior Councilperson Program - Voted on tonight.

**NEW BUSINESS:**

1. Mr. Severine reported that a new woodcraft business is going in at 159 East Pike Street and the Vape show is moving up the street to 125 West Pike Street.
2. Mr. Lawrence announced that the water company will be doing major work on Woodland, Parkland, Alpine and Como. They are currently finishing work on Bluff, Benton and Columbia. Mr. Chandler asked about the water issue on South Jefferson Avenue brought up by resident Cassie Mamula. Mr. Lawrence explained that he went out and looked at the property and there isn't going to be an easy solution, Ms. Bennett brought up a suggestion to fix the problem. Mr. Lawrence would like to include that issue into a street project paid for by the I&I fund when work is done on that section of South Jefferson, Ms. Bennett stated that sandbags could be used as a temporary fix until the project gets started.

**EXECUTIVE SESSION:**

Executive Session held from 8:30 PM to 9:11 PM.

**ADJOURNMENT:**

At this time, Mr. Yorke had left and was not present for adjournment.

Motion by Mr. Russo to adjourn the meeting at 9:11 PM. Seconded by Mrs. Bails.

All in favor. Meeting adjourned at 9:11 PM.

Submitted by:

Callie Munch