

**Canonsburg Borough Council Virtual Voting Meeting**  
Monday, July 13th, 2020  
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 - Absent

Mr. John Severine - Present

Mrs. Tina Bails - Present via telephone

Mr. Edward P. Yorke- Present

Mr. Richard Russo- Present

Mr. Harold Bowman - Present

Mr. Richard Bell, President - Present

**Others Present:** Borough Manager Denise Lesnock, Mayor David Rhome, KLH Engineer Veronica Bennett, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence, Police Chief Alex Coghill and Economic Development Director, Lisa Scarmazzi

**Absent:** None.

**GUESTS:**

Mr. Russo introduced Lisa Scarmazzi, Economic Development Director, to all of council and explained that if anyone would like to review her job description, they are welcome to get a copy at the Borough office. Mrs. Scarmazzi thanked council for the job opportunity, that she looks forward to being a part of Canonsburg's future and went into detail about her job experience. Mr. Russo complimented Mrs. Scarmazzi on her skills and responsiveness. Mr. Bell then asked Mrs. Scarmazzi to announce the plans for Scarmazzi Homes to construct a new location on Adams

Avenue.

**PUBLIC COMMENTS:**

None.

**PRESIDENT'S COMMENTS:**

Mr. Bell reported that things are coming together in the Borough despite the issues that have come up during COVID-19.

**MAYOR'S REPORT:**

Mayor Rhome reported:

1. Monthly Police report for June 2020 which included 520 calls.
2. Parking Enforcement Report for June 2020 including revenue and permits.
3. Letter from resident regarding speeding on Cecil Street and Craighead Avenue. The issue has been addressed within the police department and with the concerned resident. The police department has been working on speeding issues on other borough streets
4. Parking kiosk issues - Software issues are being taken care of with the company.
5. Canon House speed bumps are working well and would like to speak to the solicitor to inquire about installing them in other parts of the Borough.

Mr. Yorke asked about the traffic light at the Adams Avenue intersection, Mr. Bell explained that PennDot engineers set the lights like that on purpose.

Mr. Bell explained that he believes that Peters Township is removing speed bumps in certain areas, Mayor Rhome replied that he would like to find out the legalities of adding speed bumps to a few roads in the Borough.

Mr. Bell then inquired about the consistent issues with parking kiosks, Mayor Rhome asked that council allow the company to update the software and see if the problems persist. Mr. Russo explained a lot of the issues with the kiosk are due to the machine

taking credit cards and the quality of the touchscreen. Mr. Russo stated that he believes a decision needs to be made whether or not to eliminate all of the parking meters and move strictly to kiosks, Mayor Rhome replied that the committee is on board with that decision when kiosks are available for all of the parking lots.

Mr. Severine stated that he spoke to a resident who lives near the Post Office and with all of the new businesses in that area, Mr. Severine recommended installing a crosswalk across Pike Street. Discussion was held about the process of installing a crosswalk on a state road. Mayor Rhome asked Mr. Bell if he had the permission to look into that request to which Mr. Bell agreed.

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

Ms. Bennett reported on the following:

1. Milling and Resurfacing bids were received and opened, the lowest bid being \$351,538.90 and the highest being \$650,218.51, there were six bids total. Mr. Severine inquired as to who the lowest bid was, Ms. Bennett replied that it was Independent Enterprises who did last year's contract and did a good job. Ms. Bennett recommends council vote to award the contract to Independent Enterprises later in the meeting.
2. Ridge Avenue curb replacement project is being held up by permitting issues with PennDot.
3. Sanitary Sewer repair project - costs have been added up for the list of areas that need repaired, looking for cost saving options to bring the costs down.

Mr. Russo asked if the Milling and Resurfacing project would start in 2020 or 2021, Ms. Bennett said that work will be done this year and that contracts need to get signed before the work can begin. Mr. Russo then asked if quotes were acquired to pave the new lot on Greenside Avenue, Ms. Bennett said that the cost for that project would be around \$20,000 using the millings from the main project but suggests that stone be laid as well so that the lot doesn't cause issues in the future, that is not included in the price. Mr.

Russo asked that prices for all options be put together and sent to Ms. Lesnock.

Mr. Severine asked about the issue on McBurney, Ms. Bennett explained that that issue is now the responsibility of the Conservation District and has been copying Ms. Bennett on the correspondence.

### **SOLICITOR'S REPORT:**

Mr. Dalfonso reported on the following:

1. There is an issue with a tree on Hillcrest Drive, Mr. Dalfonso stated he look at property records and has been discussing with Mr. Lawrence about whether it is on Borough of private property.
2. Approval to advertise ordinance #1345 which will help code to enforce violations to properties in serious disrepair.
3. Provided a memo on the sale of real estate that came up during Redevelopment committee meetings,
4. Met with Mayor Rhome and Chief Coghill about the Special Events ordinance, the ordinance is now in the hands of the code committee and should be ready for the August meeting. This ordinance would require a permitting process for any sort of large gathering.
5. Met with the park committee to finalize plans and procedures for opening Town Park pool for the season. A new rental agreement has been created due to the COVID-19 pandemic. To date, everything has been going smoothly.
6. The zoning ordinance update is ongoing and will include a noise ordinance regarding outdoor dining.
7. Meeting with the Code Enforcement officer on Friday to review the codification process. Mr. Smith got an extension until September to submit the final draft.

Mr. Severine stated that a copy of the special events ordinance was given to both the Fourth of July and Oktoberfest committees to review. Mr. Bell stated that the ordinance

should cover everything as it is.

Mr. Bell complimented everyone for going above and beyond during the COVID-19 pandemic and commended Mr. Dalfonso for all of his hard work he has done for the Borough, especially during this difficult time. Mr. Dalfonso thanked Mr. Bell for the positive feedback.

### **COMMITTEE REPORTS:**

1. **Administration and Finance:** Mr. Bails stated that she reviewed the bills with Ms. Lesnock and that everything was in order. Mr. Yorke explained that two bills came in after the warrant list was sent to council and also needed approval to be paid, one for Suppes Ford and one for U.S. Municipal, both to be paid by the Act 13 account. Mr. Yorke also reported that he will be meeting with Mrs. Bails, Ms. Lesnock and 2 insurance brokers to go over employee life insurance rates.

#### **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 - Absent

Mr. Bell - Yes

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

2. **Code** - Mr. Severine inquired about a parking sign on Highland that was not put up. Mr. Severine asked that if anyone sees a property doing work to their property without proper

permits displayed in the window to call Code Enforcement to report it. Lengthy discussion was held about the recently adopted ordinance that requires that permits be displayed and the current junk vehicle ordinance. Mr. Dalfonso stated the junk vehicle ordinance will be discussed during his meeting with the Code Enforcement officer.

3. **Public Works** - Mr. Bowman presented the June 2020 Public Works report. Mr. Russo asked Mr. Lawrence if Public Works could go through the main area of the Borough to weed whack and do basic landscaping. Both Mr. Severine and Mr. Bowman stated that that was already completed. Mr. Lawrence replied that he believes the Public Works did a good job of going through the main area of Pike Street.

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

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

2 Fire Calls

1 Hazardous Condition Calls

1 Good Intent Calls

6 Service Calls

5 False Alarms

2 Rescue Calls

1 Special Incident Call

0 Alarm Calls

Average 10 firefighters per call, 92 minutes per call. \$110,850 in damage. There are 7 new members who are attending essential training that should be completed by September.

Mayor Rhome would like to make a recommendation to be considered at the August meeting that in front of 126-136 East Pike Street be made a “No Parking Zone” for safety reasons.

Residents at those properties have made themselves off-street parking spots behind their home.

Mr. Russo explained that the house closest to the plaza does not have off-street parking, Mayor Rhome answered that he spoke to the home owners and they are in favor of the change but need

to find out what to do about parking spots.

5. **Facilities** - Mr. Bell reported that Mr. Russo worked with Ms. Lesnock and Ms. Munch to get microphones and equipment to broadcast the council meeting live. Mr. Russo stated that Ms. Munch did most of the heavy lifting in acquiring the equipment for the live meeting. Mr. Russo asked that Ms. Lesnock update council on the building directory, Ms. Lesnock stated that 4 directories would be hung near all the doors at the borough building, total cost would be around \$1,000 which is already budgeted under building maintenance. Ms. Lesnock asked that all of council review the draft directory and make suggestions. Discussion was held about the placement of the directories on the building.

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

1. The pool is doing very well, it has reached max capacity a few times and many pool parties have been booked.
2. New signs have been placed around the park.
3. The Crosbie House has been repainted and has a new roof and chimney.
4. Park Board is asking that the Borough match monies for an LSA grant.
5. The new pavilion should be complete by the end of the month. The gentlemen from the VFW 191 have come to see it and are pleased.
6. The Public Works department worked on the East End Playground to make it look better, new mulch has been laid and new equipment has been ordered.
7. Ms. Lesnock and Ms. Munch are looking into getting a credit card reader for the pool. Mr. Russo explained that the grant is with DCED and the LSA grant will be in the near future.

7. **Re-Development** - Mr. Russo reported on the following:

1. Mr. Russo received an email from Mr. Chandler who was absent from the meeting. Mr. Chandler asked that Mrs. Scarmazzi be introduced. Mr. Russo asked that a workshop be scheduled with Mrs. Scarmazzi, the steering committee and council members. Discussion was held about availability and the workshop was scheduled for August 3rd at 6:30 PM.

8. **Sewer Authority:** Mr. Yorke reported on the following:

1. There have been 135 new tap ins.

**VOTING ITEMS:**

**1. Motion to approve June 8th, 2020 Borough Council Meeting Minutes of Canonsburg Borough Council.**

Mr. Yorke made a motion to approve June 8th, 2020 Borough Council Meeting Minutes of Canonsburg Borough Council. Seconded by Mrs. Bails

No questions on the motion.

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

**2. Motion to award Contract 2020-01 (2020 Milling and Resurfacing) to Independent Enterprises in the amount of \$351,538.90.**

Mrs. Bails made a motion to award Contract 2020-01 (2020 Milling and Resurfacing) to Independent Enterprises in the amount of \$351,538.90. Seconded by Mr. Severine..

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Absent

Mr. Bell - Yes

6 Yes, 0 No. 1 Absent. All in favor. Motion carries.

**3. Motion to advertise Ordinance #1345 Providing for the adoption of the provisions of the**



**neighborhood blight reclamation and revitalization act 53.**

Mr. Severine made a motion to advertise Ordinance #1345 Providing for the adoption of the provisions of the neighborhood blight reclamation and revitalization act 53. Seconded by Mrs. Bails.

No questions on the motion.

6 Yes, 0 No. 1 Absent. All in favor. Motion carries.

**4. Motion to commit up to \$12,500 to the Friends of Canonsburg Town Park as part of a grant match. The grant is through DCED Greenways, Trails and Recreation program and will be used for rehabbing the trails and culverts at Town Park.**

Mr. Yorke made a motion to commit up to \$12,500 to the Friends of Canonsburg Town Park as part of a grant match. The grant is through DCED Greenways, Trails and Recreation program and will be used for rehabbing the trails and culverts at Town Park. Seconded by Mrs. Bails.

No questions on the motion.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Absent

Mr. Bell - Yes

6 Yes, 0 No. 1 Absent. All in favor. Motion carries.

**5. Motion to install nine public fire hydrants at the request of the Canonsburg Volunteer Fire Department Chief, Tim Solobay. Requested locations are as follows: 809 Hillcrest Drive, 320 Thornwood Drive, 4 Coins Drive at Weavertown, Orchard Avenue at McCoy**

**Way, Tannehill Street at Spence, East Pitt Street at Shadyside Alley, First Street and Moore, First Street and Duquesne, and Howard Street at Union.**

Mr. Yorke made a motion to install nine public fire hydrants at the request of the Canonsburg Volunteer Fire Department Chief, Tim Solobay. Requested locations are as follows: 809 Hillcrest Drive, 320 Thornwood Drive, 4 Coins Drive at Weavertown, Orchard Avenue at McCoy Way, Tannehill Street at Spence, East Pitt Street at Shadyside Alley, First Street and Moore, First Street and Duquesne, and Howard Street at Union. Seconded by Mr. Bowman.

Mr. Yorke asked if there was a cost to install fire hydrants, Ms. Lesnock explained that PA American Water will pay to have them installed at no cost to the Borough but that it will add a small amount to the monthly water bills, currently the Borough pays around \$3,000 a month for all of the current fire hydrants.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Absent

Mr. Bell - Yes

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

**UNFINISHED BUSINESS:**

1. Town Park Pool House - Put on hold due to cost, Mr. Russo would like to meet with Mr. Lawrence at the park to discuss small improvements to the current building and would rather see the Public Works employees get a new building instead.
2. Zoning Map Revisions - Mr. Dalfonso covered earlier in meeting.

### **NEW BUSINESS:**

1. Garbage rates are not high enough to sustain the garbage fund, the senior discounts that began around 5 years ago is causing an issue.
2. Jordan Tax Service has not provided the Borough with reports that are needed for the auditors every year. Mr. Bell asked what options the Borough has other than Jordan, Mr. Dalfonso explained there is no contract between the Borough and Jordan Tax Service but they could still own the delinquencies. Mr. Dalfonso stated that there is no process in place that tracks whether or not a property is vacant. Mr. Russo brought up options to replace Jordan Tax Service.
3. The garbage pickup complaints have begun to become more frequent again, Mr. Russo explained there is a scheduled meeting with County Hauling to discuss numerous issues.

### **EXECUTIVE SESSION:**

Executive Session began at 8:09 PM.

### **ADJOURNMENT:**

Motion by Mr. Yorke to adjourn the meeting at 8:09 PM. Seconded by Mr. Russo.

All in favor. Meeting adjourned at 8:09 PM. Executive Session began at 8:09 PM.

Submitted by:

Callie Munch