

**Canonsburg Borough Council Virtual Voting Meeting**  
Monday, January 11th, 2021  
6:30 PM

**CALL TO ORDER:**

The meeting was called to order by Mr. Bell at 6:32 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. Edward P. Yorke - Present

Mr. Richard Russo - Present

Mr. Harold Bowman - Present

Mr. Richard Bell, President - Present

**Others Present:** Administrative Assistant Kim Cecchine, Mayor David Rhome, KLH Engineer

Veronica Mowry, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence, Police

Chief Alex Coghill

**Absent:** Borough Manager Denise Lesnock

**GUESTS:**

None.

**PUBLIC COMMENTS:**

Mr. Russo stated that he had a public comment by proxy, explaining that he spoke to Rob and residents are receiving their sewer bills very late and will now be receiving back-to-back bills in January. Mr Severine asked if the late fees would be waived, Mr. Russo answered that they would.

**PRESIDENT’S COMMENTS:**

None at this time.

**MAYOR’S REPORT:**

Mayor Rhome reported on the following:

1. There will be a meeting later in the week with the company providing the parking kiosks, the Mayor will ask them to provide a formal quotation to provide to council and Ms. Lesnock for their review by the February meeting.
2. The monthly police and fire department reports are in the packets.
3. Seeking authorization to use Town Park to hold the annual Autism Walk on September 25th, 2021.
4. A letter was sent to council from Representative Tim O’Neil requesting satellite hours in the room next to the Mayor’s office in the Borough Building on the first and third Wednesday of every month from 9 AM to Noon.
5. Reconfirmation of Mark Mazzeo as the Emergency Management Coordinator.

**ENGINEER’S REPORT:**

Mrs. Mowry reported on the following:

1. The contracts for the Eagle’s Building Demolition were returned signed from Stash and will be sent to the Borough office for signatures, once signed KLH will set the schedule and send the notice to proceed.
2. The contractor repairing the storm pipe issue on Crosbie and Pitt expects to begin work on Wednesday.
3. The Ridge Avenue Curb Replacement Project and Sanitary Sewer Repair Project will be advertised and will hold bid openings on February 4th, 2021. Mrs. Bennett will have the

bid amounts prepared and ready to be voted on at the February voting meeting.

4. Will provide council the list of roads from Roadbotics showing which streets have been paved and which streets need paved next.

Mr. Severine asked Mrs. Mowry about the tri-axle trucks driving on Gladden Road and what could be done about doing a weight limit study. Mrs. Mowry stated that it was previously discussed to enact an ordinance to limit certain trucks in residential areas as opposed to a weight limit study, if a weight limit study is done it would have to be completed for the entire road system of the Borough, not just one street. Mr. Bell asked Mr. Dalfonso if it would be possible to have an ordinance like that, Mr. Dalfonso verified that council is looking for an ordinance prohibiting thru-traffic for large trucks and stated he would look into it and will have something for the next meeting.

Mrs. Bails explained that she received a request from a resident who was also an officer of the Eagle's in Canonsburg, asking if he could have the Eagle emblem from the front of the building before it is demolished. This resident and his wife are still members of the Eagles in Connellsville and he is a district officer in the organization. Mrs. Cecchine stated that Mike Roman from the Historical Society also wanted an emblem from the building and that the code officer observed the building and did not see any sign. Mr. Russo explained that there is a historical sign on the side of the building for the Black Horse Tavern between the Eagles and Bahr Hardware. Mr. Bell asked Mrs. Cecchine to ask Mr. Lawrence if the Public Works department can get the Eagle off the building.

Mr. Bell verified with Mrs. Mowry that council would like to look into constructing a new building for the Public Works Department, Mrs. Mowry stated that she will provide drawings and costs for buildings they have done before.

Mr. Lawrence asked Mrs. Mowry if she would like to update council on the pump that was installed on Grace Avenue. Mrs. Mowry explained that everything is complete with that repair and that the plumber will be back later in the year to do the final restoration on the yard and

sidewalk repair.

**SOLICITOR'S REPORT:**

Mr. Dalfonso reported on the following:

1. There will be a motion to advertise an updated ordinance to authorize the Canonsburg Fire Department to seek reimbursements for costs relating to emergency incidents.
2. The Greenwood Village connection to White Way. In July Greenwood Village sent their initial application, KLH Engineers sent their recommendation letter for them to comply with. Then last Monday, Greenwood Village sent another letter demanding that council acts on their application to connect Victoria Street from Greenwood Village development to White Way in Canonsburg. Both Mr. Dalfonso and Mrs. Mowry reviewed the application and sent a memorandum explaining his recommendation. Mr. Dalfonso explained that there are two primary issues: 1. Where they would like to connect, there is an unimproved road that has been unimproved for 21 years and in that circumstance you have to receive permission from the adjoining landowners and the applicant has not submitted proof that that has been done, 2. The connection from Victoria Street to White Way is not part of the residential development plan and there is no proof that the applicant got an amendment from North Strabane. Mr. Dalfonso recommends that council deny the application. Mr. Severine asked if the applicant for Greenwood Village is no longer trying to use Crawford Street as a connection, Mr. Dalfonso replied that he believes that this is a separate request.

Mr. Bell stated that he spoke to Mr. Close and he is requesting a refund of some of his fees regarding the planning meetings that he paid for and the planning members didn't attend. Mr. Dalfonso stated that he will speak to Mr. Smith about this. Mrs. Mowrsy explained that the fee that was paid for the planning meeting was for a plan review that was completed by KLH Engineers regardless if a meeting was held or not but

if there was an application fee that could possibly be considered.

**COMMITTEE REPORTS:**

1. **Administration and Finance:** Mr. Yorke stated that he met with Ms. Lesnock to review the bills, was in contact with Mrs. Bails and that everything was routine business and was in order.

**Motion to approve Canonsburg Borough bills.**

Mr. Yorke made a motion to approve Canonsburg Borough bills. Seconded by Mrs. Bails

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - 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 reported that the boat parked on Vine Street has been removed and code is now working on removing another boat and a trailer. There are 3 blighted, condemned buildings (207 Elm 717 Highland and 21 East Pitt) that are to be torn down with CDBG money but due to COVID, the county is not holding sheriff sales. Mr. Russo will get in touch with Mr. Kerry Fox from Washington County Redevelopment to find out what the next steps are to demolish the buildings. Mr. Chandler corrected that 207 Elm is not condemned. Mr. Dalfonso asked if the buildings were owned by the Borough, Mr. Russo stated they were not. Mr. Dalfonso explained that there would have to be public hearings before the Borough demolishes any homes. Mr. Russo replied that in the past, once the Borough has condemned the property with code violations, it is then passed onto the Redevelopment Authority who will do the title searches and

contact the property owners, doing any due diligence needed.

3. **Public Works** - Mr. Bowman presented the December 2020 Public Works Report.

4. **Public Safety**- Mr. Bowman presented the December 2020 Fire Department Report. Mr.

Bowman stated that he believes that the Borough should move forward with the Deputy Chief position and asked Chief Coghill if his officers have found out who is eligible to take the test.

Chief Coghill explained he does have interest from a couple of his officers and asked Mr.

Dalfonso what the next steps would be to proceed and if council needed to vote to allow him to proceed. Mr. Dalfonso explained that that is not needed unless council would like to and that it

would be best to get written permission from the union to hire for this position. Chief Coghill

said written permission should not be an issue. Mr. Bowman asked if a motion to proceed could

be voted on tonight, Mr. Chandler stated that he would be more comfortable not voting until

more information and the letter from the union was provided. Mr. Bell explained this would be a

motion to allow Chief Coghill to continue to compile information for the position. Mr. Russo

stated that he didn't believe a vote was needed every step of the way. Chief Coghill explained the

details of the hiring process. Discussion was held about the wording of the motion.

Mrs. Bails asked Mr. Bowman to look into getting a crosswalk installed between the new ARC

building and the UP Church Parking lot where there will be employee parking, Mr. Severine

stated he brought that up months ago. Mr. Bell explained that the idea of a crosswalk has been

discussed before for those attending the UP Church. Mr. Chandler stated that since Pike Street is

a state road, PennDot would need to get involved, Mayor Rhome stated that that would be his

next step.

5. **Facilities** - Mr. Russo reported on the following:

1. The new Public Works building and Eagles Building were both discussed earlier in the meeting.
2. Spoke to Mr. Maceiko, tax collector, about allowing entrance to the public to that side of the Borough building, will be discussed when Mrs. Lesnock returns.

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

1. Monthly Park Board meetings are not held in January and February but Mr. Russo updated Mrs. Bails on a few matters. A county commissioner with a daughter on the softball team will be looking into the lighting situation at the softball fields.
2. KLH will be looking into possibilities for the pathways project in the park.
3. A dead tree was removed near the Yoney Pavilion.
4. A meeting was held with Mrs. Bails, Mr. Bell, Ms. Lesnock and Adam Manion to discuss issues concerning personnel and spending at the pool.

Mr. Russo stated that the Park Board would be moving forward with the pathways project this year and had previously used another Engineer for the new pavilion. Mr. Russo asked if KLH Engineers would have the manpower and time to work on this park project, Mrs. Mowry replied that she would like to be involved and stated that other coworkers that would be involved so the workload would not be an issue. Mr. Chandler asked for more information about the pathways, Mr. Russo explained that the Park Board already has a lot of engineering and cost estimates completed but would like to have KLH Engineers review.

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

1. Meeting with Rob Phillips from the Land Bank, two parcels that were purchased by the Land Bank (South Central and Elm). The hope is to rehab the house on South Central with LSA money and sold as a single family dwelling and there are new developments with the home on Elm with a possibility of demolishing the building. The Land Bank is looking to purchase more parcels in the area. Mr. Severine stated a resident across the street from one of the condemned parcels was interested in purchasing the property, Mr. Chandler explained that it is now owned by the Land Bank and then explained the process to Mr. Severine.

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

1. Presented the Sewer Authority Meeting Minutes.

**VOTING ITEMS:**

**1. Motion to approve December 14th, 2020 Borough Council Meeting Minutes of Canonsburg Borough Council.**

Mr. Yorke made a motion to approve December 14th, 2020 Borough Council Meeting Minutes of Canonsburg Borough Council. Seconded by Mrs. Bails.

No questions on the motion.

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

**2. Motion to approve December 29th, 2020 special meeting minutes of Canonsburg Borough Council.**

Mrs. Bails made a motion to approve December 29th, 2020 special meeting minutes of Canonsburg Borough Council. Seconded by Mr. Chandler.

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 - Yes

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

**3. Motion to approve ordinance #1351 creating residential handicap parking and procedures and violation thereof.**



Mrs. Bails made a motion to approve ordinance #1351 creating residential handicap parking and procedures and violation thereof. Seconded by Mr. Bowman.

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 - Yes

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

**4. Motion to approve ordinance #1352 adopting regulations and procedures concerning the licensing and operation of vendors within the Borough.**

Mrs. Bails made a motion to approve ordinance #1352 adopting regulations and procedures concerning the licensing and operation of vendors within the Borough. 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 - Yes

Mr. Bell - Yes

7 Yes, 0 No. 0 Absent. All in favor. Motion carries.

**5. Motion to approve the 1st amendment to the Jefferson Avenue parking lot lease agreement changing the effective date from 11/1/2020 to 12/1/2020.**

Mr. Chandler made a motion to approve the 1st amendment to the Jefferson Avenue parking lot lease agreement changing the effective date from 11/1/2020 to 12/1/2020. Seconded by Mrs. Bails.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes, 0 No. 0 Absent. All in favor. Motion carries.

**6. Motion to approve the 1st amendment to the UP Church parking lot sublease agreement changing the effective date from 11/1/2020 to 12/1/2020.**

Mrs. Bails made a motion to approve the 1st amendment to the UP Church parking lot sublease agreement changing the effective date from 11/1/2020 to 12/1/2020. Seconded by Mr. Yorke.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes, 0 No, 0 Absent. All in favor. Motion carries.

**7. Motion to approve advertising an ordinance recognizing and authorizing the authority of emergency service providers serving the Borough to seek reimbursement of reasonable costs relating to response to emergency incidents.**

Mr. Bowman made a motion to approve advertising an ordinance recognizing and authorizing the authority of emergency service providers serving the Borough to seek reimbursement of reasonable costs relating to response to emergency incidents. 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 - Yes

7 Yes, 0 No, 0 Absent. Motion carries.

**8. Motion to deny the application of Greenwood Village to connect Victoria Street to White Way based on the Solicitor's recommendation that the application is not compliant with Section 1724 of the Pennsylvania Borough Code and that the applicant failed to submit evidence that North Strabane Township approved an amendment to the Applicant's PRD.**

Mr. Chandler made a motion to deny the application of Greenwood Village to connect Victoria Street to White Way based on the Solicitor's recommendation that the application is not compliant with Section 1724 of the Pennsylvania Borough Code and that the applicant failed to submit evidence that North Strabane Township approved an amendment to the Applicant's PRD. 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 - Yes

Mr. Bell - Yes

7 Yes, 0 No, 0 Absent. Motion carries.

**9. Motion to reappoint Mark Mazzeo as Emergency Management Director for the year 2021.**

Mrs. Bails made a motion to reappoint Mark Mazzeo as Emergency Management Director for the year 2021. Seconded by Mr. Bowman.

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 - Yes

7 Yes, 0 No, 0 Absent. Motion carries.

**10. Motion to authorize the Chief of Police to finalize the Deputy Chief position.**

Mr. Yorke asked that council go into an executive session to discuss personnel regarding this motion. Mr. Dalfonso stated that if council goes into an executive session, they are unable to restart the meeting afterwards to vote. This is because of the meeting being held via Zoom, the motion will have to be tabled until the February meeting.

**Motion to table the motion to authorize the Chief of Police to finalize the Deputy Chief position.**

Mr. Yorke made a motion to table the motion to authorize the Chief of Police to finalize the Deputy Chief position. Seconded by Mrs. Bails.

**Roll Call:**

Mr. Bowman - No

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

**UNFINISHED BUSINESS:**

1. Zoning Map (KLH) - Mr. Chandler asked Mrs. Mowry about a timeline for the Zoning

Map, Mrs. Mowry had left the meeting.

2. Rep. O'Neal's satellite office (next to Mayor's office) - Discussed earlier in meeting

**NEW BUSINESS:**

Mr. Russo thanked Mrs. Cecchine and Ms. Munch for doing a professional job in sitting in for Ms. Lesnock.

Mr. Dalfonso stated that Mrs. Mowry reached out to him that she had technical difficulties and would like to set up a meeting next week for the zoning map.

**EXECUTIVE SESSION:**

Executive session held at 7:48 PM.

**ADJOURNMENT:**

Motion by Mr. Chandler to adjourn the meeting at 7:48 PM for an executive session. Seconded by Mrs. Bails. All in favor.

Meeting adjourned at 8:18 PM for an executive session.

Submitted by:

Callie Munch