

Canonsburg Borough Council Voting Meeting

Monday, March 8th, 2021

6:30 PM

CALL TO ORDER:

The meeting was called to order by Mr. Bell at 6:33 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: Borough Manager Denise Lesnock, Mayor David Rhome, KLH Engineer Veronica Mowry, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence, Police Chief Alex Coghill, Economic Development Director Lisa Scarmazzi

Absent: None.

GUESTS:

None

PUBLIC COMMENTS:

Residents of Apple Hill were in attendance via Zoom to comment on permitting for mobile vending and food trucks for a private community event they would like to hold. Mr. Dalfonso explained that the ordinance does not prohibit vendors from selling food at their event, it requires the vendor receive and pay for a borough permit to do so. There were issues with audio and a resident representative called in and spoke to council. It was decided to have an in-person meeting between council members and representatives of the Apple Hill community to discuss a

resolution to the problem.

Joshua Vargo, who lives near the East End Playground, inquired about the security cameras at the park and the pictures taken from them that were posted online and shared by Mr. Severine clearly shows his backyard and into his residence. Mr. Vargo asked that the cameras be repositioned as to no longer point toward his home as it is an invasion of privacy. Mr. Bell stated that the Mayor and Chief Coghill are at the meeting and will look into it immediately. Mr. Chandler stated that he had Mr. Vargo's number and would be in touch.

It was discussed the Mr. Bell, Mr. Bowman and Mr. Russo would be the council representatives to meet with the Apple Hill residents about the vending permits and set a time and date.

PRESIDENT'S COMMENTS:

Mr. Bell had nothing to report at this time.

MAYOR'S REPORT:

Mayor Rhome reported on the following:

1. Creating a committee for the assistant chief position

ENGINEER'S REPORT:

Mrs. Mowry reported on the following:

1. The demolition of the Eagle's building is underway and should be finished by the end of this month and should be a grass lot after they are completed.
2. The 2021 Sanitary Sewer Repair Project bid opening will be on April 5th, 2021 at 10:00 AM. Mrs. Mowry will have the bid results and recommendation at the April agenda meeting.
3. The Ridge Avenue project received 4 bids that came in higher than expected, Mrs. Mowry reached out to the contractors to ask why the prices were high and was told that it's a limited amount of work to bring in a concrete contractor for. The low bid was Independent Contractors at \$89,655.00, the next lowest was \$113,000. Columbia Gas has agreed with share to cost of the curb replacement (\$35,000), Mrs. Mowry put Columbia Gas in touch with Mr. Dalfonso to work on an agreement.

4. A manhole on North Jefferson Avenue near The Bar Association, surcharges every time there is a heavy rain. Mrs. Mowry has met with a metering company and is looking to do a Sanitary Sewer Metering Project using 4 or 5 meters and that will last between 3 to 9 months. The cost would be around \$5,000-\$6,500 a month to do the study.
5. 2021 Road Project has about \$250,000 budgeted for paving, Mrs. Mowry is working with Public Works to finalize the potential paving list. Mrs. Mowry stated that West Pitt Street is being considered and if council had any other recommendations to let her know.
6. Suggested completing a Master Plan for the new Public Works facility.

Mr. Severine mentioned that the 300 block of Giffin will be used heavily during the construction at the old First Street school beginning soon, Mrs. Mowry stated that that would be monitored for damages. Mr. Severine also asked about the heavy trucks on Gladden and McEwen, discussion was held at length and it was decided that Mrs. Mowry would get a price estimate for a study.

SOLICITOR'S REPORT:

Mr. Dalfonso reported on the following:

1. Spoke to a Comcast representative regarding the franchise renewal agreement who will send over a proposal in the next week or so. The current franchise fee is 5% which is the highest rate allowed by law.
2. Spoke to a representative from Columbia Gas regarding the Ridge Avenue project, they will send over agreements that will be available for the April meeting.

ECONOMIC DEVELOPMENT DIRECTOR'S REPORT:

Mrs. Scarmazzi reported on the following:

1. Working with the Redevelopment committee to add parking spaces around the Borough.
2. Working with Mrs. Mowry on bid specs for the parking garage.
3. Moving forward with the Stair Project to construct steps between Vocelli's Pizza and the Mark building, this will be voted on later in the evening.
4. The LSA grant was awarded for the facade program, will be meeting with business owners to move forward.
5. Working with business owners to bring more events into town.

6. Planning to have a cleanup day in coordination with the Canonsburg Garden Club and All Clad.
7. Canonsburg will be featured in the IN CM Community Magazine, asked if council would like to add in an upcoming issue to let her know.
8. New owners of the buildings in town will be meeting to discuss the future of the businesses in town and possible joint ventures.

Chief Coghill spoke about the Chartiers Creek fish population and stated that he spoke to different organizations about getting studies done to make it a more marketable place to visit.

Mrs. Scarmazzi spoke about the initiative to extend the Montour Trail and the future possibilities of it entering Canonsburg.

Discussion was held about creek restoration and what was done in the past.

COMMITTEE REPORTS:

1. **Administration and Finance:** Mrs. Bails stated that she and Mr. Yorke met with Ms. Lesnock to review the bills and that everything was routine business and was in order. Mrs. Bails stated that there was a bill that did not make it on to the warrant list and would like to vote to approve it as well.

Motion to approve Canonsburg Borough bills.

Mrs. Bails made a motion to approve Canonsburg Borough bills. 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. Motion Carries.

2. **Code** - Mr. Severine had nothing to report at this time.

3. **Public Works** - Mr. Bowman presented the February 2021 Public Works Report.

4. **Public Safety** - Mr. Bowman presented the February 2021 Fire Department Report.

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

1. The Softball Association has requested approval for overhead lighting at the concession stand, which they will pay for.
2. Mr. Bell updated on the demolition of the Eagle's building.

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

1. Softball field concession stand lights as mentioned earlier.
2. The restroom for the new VFW 191 Pavilion has been ordered.
3. Asked to meet with Mrs. Mowry regarding the Pathways project.
4. A Public Works employee will be attending classes to be certified to administer the chemicals at the pool.
5. Mr. Manion will return as the Pool Director.
6. Possibly installing picnic tables, planting trees or building a pavilion at the East End Playground.
7. Applied for a grant with County Hauling for \$10,000 to purchase and install a new diving board.
8. Installing a bike rack near the playground.
9. Planning has begun for the 100-year celebration of Town Park in 2 years.
10. Waiting for new COVID regulations to figure out maximum capacity for the pool.
11. Possibly getting involved in this year's Easter Egg Hunt.
12. Researching the possibility of getting a credit card reader for the pool.
13. Camp Splash will be back this year, Leah Drain will return as the Director.

Mr. Chandler asked about the basketball hoops, Ms. Bails stated that she had gotten some complaints that the hoops were broken and that they were not outdoor hoops. Mr. Russo stated that he visited the courts and that the hoops were fine and the nets are replaced regularly as needed.

Mr. Lawrence asked if the new bathroom would be lockable, Mr. Russo stated that it would not be locked. Mr. Lawrence also expressed his concerns of Camp Splash using both pavilions during the week and the mess that is left to be cleaned by his employees.

Discussion was held about applying chemicals in the pool and the reopening of the skate park.

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

1. Rendering of the Stair Project was provided in council packets and will be voted on later in the evening to advertise for bids.
2. Approached by Local Government Academy regarding an intern program that will provide an intern from June 1st to August 31st to work on an ongoing project. Mr. Bell suggested using the intern for code enforcement during the busy summer months.

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

1. Submitted CHJSA meeting minutes for review.

VOTING ITEMS:

1. Motion to approve February 8th, 2021 meeting minutes of Canonsburg Borough Council.

Mr. Russo made a motion to approve February 8th, 2021 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 resolution 01-21 (Fee Schedule).

Mr. Severine made a motion to approve resolution 01-21 (Fee Schedule). 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.

3. Motion to authorize the Chief of Police to renew the Mutual Aid Compact for Washington Regional S.W.A.T.

Mrs. Bails made a motion to authorize the Chief of Police to renew the Mutual Aid Compact for Washington Regional S.W.A.T. Seconded by Mr. Bowman.

No questions on the motion.

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

4. Motion to approve extending the Police Civil Service Police Candidate List to expire on March 9, 2022.

Mr. Yorke made a motion to approve extending the Police Civil Service Police candidate list to expire on March 9, 2022. Seconded by Mr. Bowman.

No questions on the motion.

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

5. Motion to approve advertising an ordinance amending Chapter 63 Alarms of the Borough Code of ordinances establishing a permit system for alarms and violations thereof.

Mr. Bowman made a motion to approve advertising an ordinance amending Chapter 63 Alarms of the Borough Code of ordinances establishing a permit system for alarms and violations thereof. Seconded by Mrs. Bails.

No questions on the motion.

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

6. Motion to approve the conditional use of OmniSite Media LLC to install a billboard located between 4 Coins Drive and Rte 79 (parcel# 110-002-00-00-0001-04).

Mr. Yorke made a motion to approve the conditional use of OmniSite Media LLC to install a billboard located between 4 Coins Drive and Rte 79 (parcel# 110-002-00-00-0001-04). Seconded by Mr. Chandler.

Mr. Chandler commented that the Conditional Use Hearing was held at 6:00 PM before the voting meeting and at the Planning Meeting regarding this project, it was asked that a “Welcome to Canonsburg” sign be attached and possibly advertising events on the sign in the future.

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.

7. Motion to award bid for 119 Greenside Avenue property to Scarmazzi Homes in the amount of \$250,000.

Mrs. Bails made a motion to award bid for 119 Greenside Avenue property to Scarmazzi Homes in the amount of \$250,000. 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.

8. Motion to approve extending “back in” parking in the lots an additional 90 days.

Mr. Chandler made a motion to approve extending “back in” parking in the lots an additional 90 days. Seconded by Mr. Yorke.

No questions on the motion.

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

9. Motion to approve Canonsburg Hospital’s “Back to School Safety Parade” on August 21, 2021 (line-up will be at 8:30am).

Mr. Chandler made a motion to approve Canonsburg Hospital’s “Back to School Safety Parade” on August 21, 2021 (line-up will be at 8:30am). Seconded by Mrs. Bails.

No questions on the motion.

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

10. Motion to approve Canon McMillan Scholarship Foundation's Jack O'Lantern Jog on October 30, 2021 (starts at 9am).

Mrs. Bails made a motion to approve Canon McMillan Scholarship Foundation's Jack O'Lantern Jog on October 30, 2021 (starts at 9am). Seconded by Mr. Bowman.

No questions on the motion.

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

11. Motion to approve spending \$5,000 to survey the Public Works property.

Mr. Russo made a motion to approve spending \$5,000 to survey the Public Works property.

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.

12. Motion to award Contract 2021-02 Ridge Avenue Curb Replacement Project to Independent Enterprises, Inc. in the amount of \$89,655 contingent upon Columbia Gas executing a reimbursement agreement with the Borough.

Mr. Yorke made a motion to award Contract 2021-02 Ridge Avenue Curb Replacement Project to Independent Enterprises, Inc. in the amount of \$89,655 contingent upon Columbia Gas executing a reimbursement agreement with the Borough. 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.

13. Motion to advertise for the hiring of a Finance Officer.

Mrs. Bails made a motion to advertise for the hiring of a Finance Officer. 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.

14. Motion to advertise for bids on a stair project (from PNC Lot to property located between Fellini's Pizza and Vocelli Pizza) contingent on receiving bid specs from KLH.

Mr. Chandler made a motion to advertise for bids on a stair project (from PNC Lot to property located between Fellini's Pizza and Vocelli Pizza) contingent on receiving bid specs from KLH. 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. Motion Carries.

15. Motion to accept Kimberly Cecchine's letter of retirement (effective April 2nd).

Mr. Yorke made a motion (with regret) to accept Kimberly Cecchine's letter of retirement (effective April 2nd). Seconded by Mrs. Bails.

No questions on the motion.

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

16. Motion to hire Kimberly Cecchine as a part-time consultant effective April 5th. (24hrs a week at \$16/hr.).

Mr. Chandler made a motion to hire Kimberly Cecchine as a part-time consultant effective April 5th. (24hrs a week at \$16/hr.). Seconded by Mr. Yorke.

Mr. Bell commented that it is a plus to have a retired employee with many years experience who is willing to come back part time at a lower rate and it is very appreciated.

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.

At this time, Mr. Severine asked why there was not a motion to approve the parking kiosks on

the agenda. Ms. Lesnock stated that at the staff meeting earlier in the day, Parking Enforcement Officer David Deluca stated that 50% of the parking kiosk revenue was being taken for credit card fees. Chief Coghill explained it was because of the low average payment of the parking cost and it was suggested to make the minimum cost of using a credit card for parking \$2.00.

Ms. Lesnock stated that Mr. Deluca showed that for every 50 cent payment used with a credit card, the processing fees came to 39 cents.

Mr. Russo explained the different fees incurred with using credit cards.

Ms. Lesnock spoke about the credit card processing and kiosk companies.

Mr. Deluca joined the meeting via telephone and discussion was held at length about credit card processing costs in regards to the parking kiosks. He explained that he was told that once the Borough has more kiosks and has a higher volume of revenue, those fees should decrease. He stated that he spoke to Chief Coghill and Mayor Rhome about making the minimum credit card amount allowed to \$1.00.

Mr. Russo suggested voting on the project and then deciding on the specifics (processing companies and prices) afterwards.

17. Motion to approve purchasing five parking kiosks for a total of \$66,008 and will be contingent on Solicitor's approval of all agreements.

Mr. Severine made a motion to approve purchasing five parking kiosks for a total of \$66,008 and will be contingent on Solicitor's approval of all agreements. Seconded by Mr. Bowman.

Mr. Yorke stated that being on the finance committees, he will be asking for the assistance from other council members with experience with credit card processing and parking kiosks.

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.

18. Motion to approve metering the sewer flow in manholes on North Jefferson Avenue.

Mr. Russo made a motion to approve metering the sewer flow in manholes on North Jefferson Avenue. 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. Motion Carries.

UNFINISHED BUSINESS:

1. Zoning Map (KLH) - Meeting will be held on Friday, this should be the last one, then it must go to Borough and County Planning Commissions for review.
2. 2020 I&I Project - Bid opening 4/5/2021 at 10:00 AM
3. Comcast contract renewal
4. Time clocks

NEW BUSINESS:

Mr. Lawrence shared that while on the job, two of his public works employees came to the aid of a gentleman who was experiencing a medical emergency and got him medical attention in time to save his life.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Motion by Mr. Russo to adjourn the meeting at 9:03 PM. Seconded by Mrs. Bails. All in favor.
Meeting adjourned at 9:03 PM.

Submitted by:
Callie Munch