

Canonsburg Borough Council Virtual Voting Meeting
Monday, June 8th, 2020
6:30 PM

CALL TO ORDER:

The meeting was called to order by Mr. Bell at 6:37 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 Bennett, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence and Police

Chief Alex Coghill

Absent: None.

Discussion was held about how to handle meeting attendees and comments.

GUESTS:

None.

PUBLIC COMMENTS:

None.

PRESIDENT'S COMMENTS:

Mr. Bell reported that he hoped that this is the last meeting that will be held virtually and that council may be able to reconvene meetings in Council Chambers in July.

MAYOR'S REPORT:

Mayor Rhome reported:

1. People have been cutting the locks and chains at the East End Playground.
2. Looking for council's opinions on moving forward with the parking kiosks.
3. New police car is on order.
4. Asked solicitor about ordinance regarding protests and gatherings, Mr. Dalfonso would like to set up a meeting to discuss.
5. The protest in Washington was very peaceful, Mayor Rhome said he was proud of Chief Coghill and the Canonsburg police.
6. There is a house in the 500 block of Chartiers Avenue that has many people living in it and are taking up most of the on-street parking, would like to discuss further.

Mr. Yorke asked Mayor Rhome if the Fire Department was also in Washington during the protests and asked if that was done on their own time. Mayor Rhome explained that it was handled as a mutual aid situation. Mr. Yorke then asked Mr. Bell if a letter of commendation could be sent to the Fire Department for volunteering their time.

Mr. Bell asked about the parking situation on Chartiers Avenue, Mayor Rhome explained that he will work with the committee to come up with a recommendation. Mr. Severine stated that he has been working with Mr. Dalfonso, Mr. Dalfonso explained that the current zoning ordinance states that a single family home requires two off street parking spaces but that does not cover any homes built prior to the 2016 zoning ordinance. Mr. Bell asked that the committee work on this issue.

ENGINEER'S REPORT:

Ms. Bennett reported on the following:

1. 2020 Milling and Resurfacing Paving Program - will be going out for bid, the bids should be available for the July meeting.
2. Ridge Avenue Curb Replacement Project - plans and specs are ready, permits have been applied for through PennDOT and are waiting to hear back from PennDOT before the project is advertised for bids. Bids should be ready by the August meeting.
3. 2020 Sanitary Sewer Repair Project - currently in the process of making a list of repairs needed throughout the Borough. When the cost estimates are completed, Ms. Bennett would like to meet with Mr. Lawrence and the Sewer Authority committee to discuss.

Mr. Chandler asked to set up a meeting regarding the zoning ordinance recodification. A meeting was set up for Friday at 1:00 PM with the zoning committee including Mr. Chandler, Ms.

Bennett, Mr. Dalfonso, Mr. Severine and Code/Zoning officer Josh Smith.

SOLICITOR'S REPORT:

Mr. Dalfonso reported on the following:

1. Met with the code committee to finalize the analysis and responses from the first review of the codification, would like to meet with Mr. Smith regarding a few ordinances, also with Chief Coghill regarding vehicle code/junk vehicles.
2. Also discussed with the code committee was ongoing issues with code enforcement procedures regarding habitual offenders, Pennsylvania has Act 90 which the Borough can adopt as an ordinance that will help with the Borough enforcing code violations with serious habitual offenders.
3. Met with the park committee to discuss a plan to reopen the pool. Discussion was also held to decide on how to reopen the rest of the park (playgrounds, basketball court, skate park, etc.). Mr. Russo sent out a copy of Cecil Township's park guidelines for council to look over which includes daily sanitization of all equipment.

4. Spoke to Mr. Severine about the parking issue on Chartiers Avenue.
5. There will be a vote tonight regarding a building permit ordinance requiring permits to be placed in a window, visible to the public.
6. Weekly executive sessions have been held to discuss personnel issues and the continuity of government during the pandemic.

Mr. Russo inquired about PA's Act 90 in regard to a home on Belmont Avenue that has been empty for quite some time and has had an economic toll by being an eyesore for neighbors trying to sell their homes. Mr. Dalfonso explained that Act 90 would have to be adopted but also that it's put in place for serious, repeat offenses that are detrimental to the safety, health and welfare of the neighborhood but that it would also turn multiple summary offenses into misdemeanors and give the authority to deny permits to the property owner. Mr. Russo asked for an update on a previously discussed memorandum of understanding with the Public Works union to hire a temporary employee while a current employee is out on Workers Compensation, Mr. Dalfonso explained that he will look into that and provide an update.

COMMITTEE REPORTS:

1. **Administration and Finance:** Mr. Yorke stated he reviewed the bills and invoices with Ms. Lesnock. Mr Yorke stated that he found that everything was routine business and approved paying the bills. Mr. Yorke asked Ms. Lesnock to call him tomorrow to discuss the Act 13 account balance. Mrs. Bails stated that she brought in a late bill from Future Communications for the new PA system at the pool, the invoice was for \$6,942 and was not on the Parks and Recreation warrant list but would like the approval to pay the bill.

Motion to approve Canonsburg Borough bills and the additional bill to Future Communications.

Mrs. Bails made a motion to pay the bills and the additional bill to Future Communications.

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.

2. **Code** - Mr. Severine inquired about the car fire on Fifth Street and asked when the vehicle was going to be towed. Mr. Lawrence explained that the Fire Department is in charge of putting out the fire but doesn't have the means to tow the vehicle away. Mr. Severine reported that Mr. Smith sent out many citations in the month of May. Mr. Severine asked what the status was in regards to hiring a parking attendant so that a police officer could be present at the park. Ms. Lesnock asked Mayor Rhome if he was ready to begin the hiring process again and it was decided to reconvene the process that was paused during the COVID-19 outbreak. Mayor Rhome reported that, as shown on the report, revenue is about \$11,000 behind. Ms. Lesnock stated they would get interviews scheduled. Mr. Yorke stated that the city of Pittsburgh has been more lenient with parking fees during the COVID-19 outbreak, Mayor Rhome replied that many municipalities are also following that lead and that Canonsburg has also been more lenient during this time. Mr. Chandler asked Mr. Dalfonso if the job needed to be reposted, he responded that he would look into that. Mr. Russo stated that normally there isn't a need for police presence at the park but with everything happening, it would be best to have an officer at the park until things settle.

Mr. Bell reported that there was a code committee meeting and that everything is moving in the right direction. Mr. Bell also reported that the trailer discussed in previous meetings has been removed. Mr. Russo stated that someone in the audience commented that the vehicle that was damaged from a fire has been removed from the street.

3. **Public Works** - Mr. Bowman presented the May 2020 Public Works report. Mr. Bowman asked if Public Works mowed the grass at 618 Franklin Avenue, to which Mr. Lawrence stated that he believed that they had.

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

The Canonsburg Volunteer Fire Department in the month of May 2020 responded to 13 calls consisting of:

3 Fire Calls

2 Hazardous Condition Calls

1 Good Intent Calls

1 Service Calls

5 False Alarms

1 Rescue Calls

0 Special Incident Call

0 Alarm Calls

Average 11 firefighters per call, 14 minutes per call. \$1,500 in damage.

5. **Facilities** - Mr. Russo reported that the Borough Building would be reopening within the next couple days, Ms. Lesnock replied that the building opened in the morning. Mr. Chandler asked if there were any stipulations to the borough office reopening, Ms. Lesnock explained that it was more so a “soft opening” in that it wasn’t advertised yet and that Mr. Rodenski taped off the staircase so that he only access to the borough administration’s side of the building is the elevator. The side of the building containing the tax office, CHJSA office and chamber of commerce is also open. Mr. Bell suggested that the Observer Reporter be advised of any changes to our office operations to include in their ongoing article.

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

1. Rich Russo - A packet of information titled “ How We Can Open the Pool” was sent out to all of council containing a letter from the insurance carrier, updated occupancy permits, CDC guidelines, PA health guidelines, procedure outline for the pool manager,

etc. It will be voted on later in the meeting whether to open the pool for the season.

2. Tina Bails - Spoke to both Cecil Township and North Strabane Township, both municipalities have decided to let residents use their facilities if they understand it is at their own risk and bring their own sanitation. Mrs. Bails also spoke to Mr. Manion regarding pool parties and he believes that they can continue having the parties while limiting the amount of people and they are controllable. Mr. Dalfonso believes that the Borough should require that a waiver be signed to rent Borough facilities. Mr. Dalfonso also requested that a meeting be scheduled to further discuss some of the pool matters before it is reopened. Mrs. Bails mentioned hanging signs on the park facilities stating they can be used at one's own risk, Mr. Dalfonso agreed that signs should be posted before anything is opened.
3. They have begun breaking ground on the new pavilion
4. New signs have been placed around the park

Mr. Bell suggested that council allow Mr. Russo and Mrs. Bails to take the lead on whether to open park facilities as park board representatives. Mr. Russo stated that he believes the most important factor at the moment is opening the pool then things like playgrounds and other park amenities can be decided on afterwards, Mr. Bell agreed. Ms. Lesnock stated that she spoke to Mr. Manion and he explained that he could have his lifeguards clean the Town Park playground equipment in the morning but it needs to be decided on who will clean the East End playground equipment, Ms. Lesnock asked Mr. Lawrence if this is something his summer employees could do. Mr. Dalfonso stated that the CDC requires cleaning of frequently touched surfaces at least once a day in the green phase. Further discussion was held on the sanitization of park surfaces. Mr. Dalfonso brought up a comment from attendee, Cindy Hina, who stated that the PRPS (Pennsylvania Recreation & Park Society) states that park visitors are urged to bring their own sanitizer. Mr. Chandler asked to verify that the pool capacity will be capped at 250 people during the green phase, Mrs. Bails explained that normal capacity is 800 people but it was decided to follow the governor's guideline of no more than 250 people in a gathering, allowing people to

enter as others leave. Mr. Chandler suggested limiting 250 people to 90 minutes in the pool then allowing another 250 people in at 90 minutes, giving everyone an opportunity to use the pool, etc. Mr. Severine stated that if the pool were to limit the times, the entry prices would have to be adjusted. Mr. Russo stated that a system like that was discussed but it is very rare to reach 250 people, even on the Fourth of July where entry is free for the day, the pool only reaches about 400 people but things can be adjusted as needed. Mrs. Bails explained that being that there are no pool passes this year and people will have to pay full price daily admission, it will most likely deter people from going to the pool and reaching full capacity will be a rare occurrence. Mr. Dalfonso then read a few comments from attendees and recommended that council makes a motion to give authority to the Borough Manager, Ms. Lesnock, to open the playgrounds and other park equipment upon recommendation from the park committee.

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

1. There will be a vote tonight to hire Lisa Scarmazzi as the Director of Economic Development, Mr. Chandler explained that Mrs. Scarmazzi is eager to get started and has some very good ideas. Mr. Russo asked Mr. Chandler if it had been decided where her office would be located in the Borough Building, Ms. Lesnock explained that they are choosing between two locations. Mr. Yorke asked if the salary and benefits should be included in the motion to hire Mrs. Scarmazzi, Mr. Dalfonso agreed the salary should be included.

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

1. The old First Street School is being converted into senior lofts but the sewer lines age back to the 1920's. The developers want to make sure the sewer lines meet all of the proper guidelines.
2. Reports are being turned in regarding the 2nd phase of construction at the sewer plant, capacity is close to being reached but they are on top of it.

Mr. Severine inquired about the senior loft project developers receiving a tax abatement a few years ago and asked if it was still valid. Mr. Russo asked if all property owners are eligible for

the tax abatement and Mr. Dalfonso explained there was an ordinance that allowed tax abatements for redevelopment purposes and must follow certain criteria during a certain period of time, he asked that Ms. Lesnock look into it.

VOTING ITEMS:

1. Motion to approve May 11th, 2020 Borough Council Meeting Minutes of Canonsburg Borough Council.

Mr. Yorke made a motion to approve May 11th, 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 Ordinance #1342 amending Chapter 149, Article 1 - Street Excavations, section 149-1 through 149-16 of the Borough Code.

Mr. Chandler made a motion to approve Ordinance 1342 amending Chapter 149, Article 1 - Street Excavations, section 149-1 through 149-16 of the Borough Code. 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. All in favor. Motion carries.

3. Motion to approve Ordinance #1343 providing for procedures, rules and regulations and collection of certain fees for new connections to the Borough sewer system.

Mr. Yorke made a motion to approve Ordinance #1343 providing for procedures, rules and regulations and collection of certain fees for new connections to the Borough sewer system.

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. All in favor. Motion carries.

4. Motion to approve advertising Ordinance #1344 amending Chapter 92 construction codes, uniform of the Borough code of ordinances establishing regulations governing the display of building permits.

Mr. Severine made a motion to approve advertising Ordinance #1344 amending Chapter 92 construction codes, uniform of the Borough code of ordinances establishing regulations governing the display of building permits. 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. All in favor. Motion carries.

5. Motion to approve opening Town Park Pool to the public on June 20, 2020 subject to the mandates of the office of Governor Tom Wolf, the Pennsylvania Dept. of Health and the CDC.

Mr. Yorke made a motion to approve opening Town Park Pool to the public on June 20, 2020 subject to the mandates of the office of Governor Tom Wolf, the Pennsylvania Dept. of Health and the CDC. Seconded by Mr. Bowman.

No questions on the motion.

Roll Call:

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Abstain as Park Board President

Mrs. Bails - Abstain as Park Board member

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

5 Yes, 0 No, 2 Abstain. Motion carries.

6. Motion to approve hiring Lisa Scarmazzi as the newly created part time position (25 hours/week) of Community & Economic Development Director at an annual salary of \$40,000.

Mr. Yorke made a motion to approve hiring Lisa Scarmazzi as the newly created part time

position (25 hours/week) of Community & Economic Development Director at an annual salary of \$40,000. 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 - Abstain

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

7. Motion to authorize the Borough Manager to reopen the playgrounds and park equipment contingent on the Park committee formulating a plan in accordance with the Dept. of Health and CDC guidelines.

Mrs. Bails made a motion to authorize the Borough Manager to reopen the playgrounds and park equipment contingent on the Park committee formulating a plan in accordance with the Dept. of Health and CDC guidelines. Seconded by Mr. Russo.

No questions on the motion.

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

UNFINISHED BUSINESS:

1. Town Park Pool House - Put on hold, will schedule meeting
2. Zoning Map Revisions - Meeting being held Friday at 1:00 PM

NEW BUSINESS:

Mrs. Bails reported that construction has been happening at all hours of the day and night at a business across the street from the Post Office on West Pike Street. Mr. Bell asked that Ms. Lesnock contact Code Officer, Josh Smith to look into that. Ms. Lesnock stated that Melissa Graff, who works in the Code Office and is attending the meeting online, contacted Ms. Lesnock and explained that the business has all the necessary permits.

Mr. Russo asked why the vacant home list was excluded from the code enforcement report. Mr. Chandler and Mr. Severine explained that the list is included and is located on the last page of the report.

Mrs. Bails asked if Mr. Russo, Mr. Lawrence and Ms. Lesnock could meet on Wednesday at 11:00 AM to discuss signage at the Park.

Mr. Bell thanked those listening for their patience during the online public meetings.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Motion by Mrs. Bails to adjourn the meeting at 8:28 PM. Seconded by Mr. Chandler.

All in favor. Meeting adjourned at 8:28 PM.

Submitted by:

Callie Munch