

Canonsburg Borough Council Voting Meeting

Monday, April 12th, 2021

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 - Present

Mr. John Severine - Present

Mrs. Tina Bails - Present

Mr. Edward P. Yorke - Present

Mr. Richard Russo - Present

Mr. Harold Bowman - Absent

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

Absent: None.

GUESTS:

Kim Cecchine, Borough Administrative Assistant, was in attendance to commemorate her retirement with members of Council and Borough representatives. Mrs. Cecchine has been employed with the Borough for 30 years and will continue working part time in the administrative office. Members of council and Mayor Rhome took turns congratulating Mrs. Cecchine and thanking her for her service.

PUBLIC COMMENTS:

None.

PRESIDENT'S COMMENTS:

Mr. Bell asked that proper decorum be conducted at public meetings.

MAYOR'S REPORT:

Mayor Rhome reported on the following:

1. Shredding event will be held on September 11th, 2021
2. COVID-19 Testing is being conducted across the street from the Borough Building, run by Curative. A certificate of insurance from the company has been submitted.
3. Annual Drug Take Back Program will be held on April 24th from 10 AM to 2 PM at the Canonsburg Shop N Save.
4. Met with family from Alpine Drive to discuss the ongoing issues at the Town Park basketball courts.

ENGINEER'S REPORT:

Mrs. Mowry reported on the following:

1. Eagles Building Demolition - Site restoration and clean-up still needs to be completed.
2. 2020 Sanitary Sewer Repair Project - Bids were open last Monday, three in total. There is a vote later in the evening to award the bid to Roto Rooter in the amount of \$317,265.50. There are enough funds to cover this amount.
3. 2021 Road Project - West Pitt, Pool House Driveway, Hooks Lane were discussed the most and all together would cost around \$230,000 to pave. The paving budget is \$250,000. Additional roads were quoted and submitted to Council for their consideration. Discussion was held about funding, adding Bobby Vinton Blvd as an alternate.
4. Public Works Facility - The survey was completed and being drafted
5. Ridge Avenue Curb Replacement Project - Contracts have been sent out, after being signed by Independent, they will go to the Borough to be signed. Once it's signed by all parties, there will be a pre-construction meeting and the project can begin.
6. Sewer Metering Project - Meters have been installed and are collecting data.
7. Bridge Beautification Project - On agenda to be voted on seeking authorization to work with PennDot to move forward.
8. Parking Garage Project - Received quote from Churches Engineering to design the one

level parking garage in the amount of \$14,750. Mrs. Mowry stated that that is a very good price but it will increase with any provisions.

9. Pike Street Steps - Being advertised for bids and will be awarded in May. A draft design will be completed and submitted to Council for review.

10. Weight Limit Study - Looking into different options for weight limits, will speak to solicitor to get his opinion. Mrs. Mowry asked that council provide a list of roads they would be interested in studying to create a cost estimate.

Mr. Severine asked Mrs. Mowry how the Borough could be compensated for the wear and tear to the Jefferson Avenue parking lot created from the construction of the ARC Building, Mrs. Mowry stated that any damages done needs to be milled and paved.

SOLICITOR'S REPORT:

Mr. Dalfonso stated that he covered everything at the Agenda meeting.

Mr. Yorke asked Mr. Dalfonso to explain voting item #8. Discussion was held to explain the Memorandum of Right of First Offer and Right of First Refusal between the Borough of Canonsburg and ARC Human Services, Inc in regards to the current parking lease agreement, recording the agreement at the Washington County Courthouse.

Mr. Russo inquired about on-street parking on East Pike Street, currently only one property is still parking on the street and this is due to Columbia Gas installing meters that deter the owner's from using the driveway to park. Mr. Lawrence has spoken to Columbia Gas representatives to work with them to find a solution.

Mr. Severine asked about a discrepancy of \$2,000 between the parking enforcement report and the year to date budget report, Ms. Lesnock explained that the parking deposits may not have made it into the bank in time the report was run.

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 she would like Council to hold a workshop in regards to a bond issue and applying for loans for upcoming projects. Mr. Yorke would like to speak to Mayor Rhome and Chief Coghill

regarding a few items noticed on the budget report. All of these items will be discussed at the workshop Tuesday night at 6:30 PM.

Motion to approve Canonsburg Borough bills.

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

Roll Call:

Mr. Bowman-Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

2. **Code** - Mr. Severine reported that he met with the Code Officer and the owner of the former nursing home on Valley Road. The property owner is going to put together a plan and submit.

3. **Public Works** - Mr. Bowman was absent.

4. **Public Safety** - Mr. Bowman was absent.

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

1. Looking forward to moving forward with the Public Works building upgrade.
2. Borough Council Meetings - CDC regulations are now at 25% of max capacity. Mr Dalfonso explained that although the max capacity has increased to 38 people, everyone still must stay 6 feet apart and council chambers is not large enough to keep that many people 6 feet apart.

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

1. The Softball Association is getting ready to open for the season. They are looking into lighting, the poles do not need to be replaced but the upper parts do.
2. The pool did not have to be drained which will save money.
3. Looking into putting up new awnings or new roof. This will cost anywhere from \$12,000 to \$15,000 and Friends of the Park is willing to chip in.
4. There have been complaints about the noise at the basketball court, Mayor Rhome and Mr. Russo have been in touch with the concerned residents. Discussion was held about

noise at the park.

5. Both the pool manager and a public works employee are preparing to take the chemical application test.
6. The pool will not be putting the lounge chairs out, customers may bring their own chairs or use a towel.
7. Working on accepting credit cards at the pool.
8. Approved The Armory to hold a flag football camp at the park.
9. Working with PennDot to hold a cleanup day in the park on May 15th.
10. Bathroom facility at the new VFW pavilion is being built and should be completed and installed by the beginning of June.
11. Selling bricks to be places near the new pavilion to raise money
12. Received \$10,600 grant from Noble Environmental, this will be used to install two new diving boards at the pool.
13. Creating a “Wall of Honor” at the pool recognizing those who have helped Town Park.
14. Discussed the possibility of having a Dog Park near the Crosbie House.
15. Spoke with Canon Mac to possibly have an art contest where winners would paint a mural on the pool house walls.

Mr Russo wanted to thank Noble Environmental, parent company of Borough garbage hauler County Hauling, for the grant.

Mr. Chandler inquired whether PayPal could be used to take credit card payments at the pool.

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

1. Working with Code Officer and Tom Hardy on a comprehensive study in regards to blighted property, vacant lots and tax delinquent properties. Mr. Hardy had interns collect data for the study. When the study is complete, a report will be submitted to council.

Mr. Severine inquired about a property located on South Central, Mr. Chandler replied that it is going to be torn down and the land will be sold to an adjoining property owner.

Discussion was held about outdoor vending.

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

1. CHJSA meeting minutes were submitted in meeting packets.

VOTING ITEMS:

1. Motion to approve the March 8, 2021 meeting minutes of Canonsburg Borough Council.

Mr. Yorke made a motion to approve the March 8, 2021 meeting minutes of Canonsburg Borough Council. Seconded by Mrs. Bails.

No questions on the motion.

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

2. Motion to approve ordinance #1353 amending Chapter 63 Alarms of the Borough Code of ordinances establishing a permit system for alarms and violations thereof.

Mrs. Bails made a motion to approve ordinance #1353 amending Chapter 63 Alarms of the Borough Code of ordinances establishing a permit system for alarms and violations thereof. Seconded by Mr. Yorke.

No questions on the motion.

Roll Call:

Mr. Bowman - Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

3. Motion to approve adding Subsection 8.4(C) "Pepper Ball Projectile Launcher System Deployment" to the Canonsburg Police Department's Use of Force Policy within the Standard Operating System.

Mr. Russo made a motion to approve adding Subsection 8.4(C) "Pepper Ball Projectile Launcher System Deployment" to the Canonsburg Police Department's Use of Force Policy within the Standard Operating System. Seconded by Mrs. Bails.

No questions on the motion.

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

4. Motion to approve co-op agreement between the Borough of Canonsburg and the Redevelopment Authority of the County of Washington regarding the \$1,500,000 in Redevelopment Assistance Capital Program funding for the Precision Steel manufacturing plant project.

Mr. Russo made a motion to approve co-op agreement between the Borough of Canonsburg and the Redevelopment Authority of the County of Washington regarding the \$1,500,000 in Redevelopment Assistance Capital Program funding for the Precision Steel manufacturing plant project. Seconded by Mr. Chandler.

No questions on the motion.

Roll Call:

Mr. Bowman - Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

5. Motion to approve co-op agreement between the Borough of Canonsburg and Ameri-Precision Metals, Inc. in relation to their RACP grant application.

Mr. Severine made a motion to approve co-op agreement between the Borough of Canonsburg and Ameri-Precision Metals, Inc. in relation to their RACP grant application. Seconded by Mr. Chandler.

No questions on the motion.

Roll Call:

Mr. Bowman - Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

6. Motion to award Contract #2021-01 Sanitary Sewer Rehab Project to Roto Rooter Services in the amount of \$317,265.50.

Mrs. Bails made a motion to award Contract #2021-01 Sanitary Sewer Rehab Project to Roto Rooter Services in the amount of \$317,265.50. Seconded by Mr. Russo.

No questions on the motion.

Roll Call:

Mr. Bowman - Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

7. Motion to approve Easement Agreement between the Borough of Canonsburg and ARC Human Services, Inc. for the purpose of access to the ARC building.

Mr. Chandler made a motion to approve Easement Agreement between the Borough of Canonsburg and ARC Human Services, Inc. for the purpose of access to the ARC building.

Seconded by Mr. Yorke.

No questions on the motion.

Roll Call:

Mr. Bowman - Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

8. Motion to approve Memorandum of Right of First Offer and Right of First Refusal between the Borough of Canonsburg and ARC Human Services, Inc.

Mrs. Bails made a motion to approve Memorandum of Right of First Offer and Right of First Refusal between the Borough of Canonsburg and ARC Human Services, Inc. Seconded by Mr. Yorke.

No questions on the motion.

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

9. Motion to approve authorizing the chief of police to execute the Indiana University of Pennsylvania (IUP) Field Experience Agreement for IUP police interns.

Mr. Yorke made a motion to approve authorizing the chief of police to execute the Indiana University of Pennsylvania (IUP) Field Experience Agreement for IUP police interns. Seconded by Mrs. Bails.

No questions on the motion.

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

10. Motion to table advertising an ordinance amending ordinances 1284, 1287,1305,1306,1312 and chapter 162 vehicles and traffic, section 16 establishing one-way streets (for the purpose of making Jefferson Ave. one-way traveling South from College to Pike St. to create on-street parking).

Mr. Russo made a motion to table advertising an ordinance amending ordinances 1284, 1287,1305,1306,1312 and chapter 162 vehicles and traffic, section 16 establishing one-way streets (for the purpose of making Jefferson Ave. one-way traveling South from College to Pike St. to create on-street parking). Seconded by Mr. Yorke.

Mr. Chandler asked whether this would be a universal change for more streets in the future, Mr. Dalfonso explained that this ordinance lists streets that are already one-way and that this would add Jefferson to the list.

Mr. Lawrence explained that that section of Jefferson is used as a detour during Oktoberfest and

that making it one way and adding on-street parking would make that detour impossible.

Mr. Russo stated that there was some concern about this change from a business adjacent to the section of Jefferson that would be affected. Mr. Severine then gave more insight into the business's concerns.

It was then that it was decided that the motion to advertise the ordinance should be changed to a motion to table until further discussion was held.

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

11. Motion to approve the Canonsburg Chamber of Commerce Bunny Hop/Oktoberfest Run on September 18 (starting at Canonsburg Hospital and finishing at the PNC Bank building on N. Central). Start time to be determined.

Mr. Chandler made a motion to approve the Canonsburg Chamber of Commerce Bunny Hop/Oktoberfest Run on September 18 (starting at Canonsburg Hospital and finishing at the PNC Bank building on N. Central). Start time to be determined. Seconded by Mr. Yorke.

No questions on the motion.

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

12. Motion to approve the Canonsburg Volunteer Fire Dept. and C.H.S. Veterans Council Rolling Memorial Day Parade on Monday, May 31st.

Mr. Yorke made a motion to approve the Canonsburg Volunteer Fire Dept. and C.H.S. Veterans Council Rolling Memorial Day Parade on Monday, May 31st. Seconded by Mrs. Bails.

No questions on the motion.

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

13. Motion to approve the 4th of July Parade to be held on July 3rd.

Mrs. Bails made a motion to approve the 4th of July Parade to be held on July 3rd. Seconded by Mr. Severine.

No questions on the motion.

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

14. Motion to approve closing Pike St. from Greenside to Jefferson from September 16th - 18th for Oktoberfest.

Mr. Chandler made a motion to approve closing Pike St. from Greenside to Jefferson from September 16th -18th for Oktoberfest. Seconded by Mrs. Bails.

No questions on the motion.

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

15. Motion to approve an “Autistic Child Area” sign at 301 Munnell Street.

Mr. Yorke made a motion to approve an “Autistic Child Area” sign at 301 Munnell Street. Seconded by Mrs. Bails.

No questions on the motion.

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

16. Motion to approve Resolution #02-21 for the disposition of records as per the Municipal Records Manual.

Mr. Chandler made a motion to approve Resolution #02-21 for the disposition of records as per the Municipal Records Manual. Seconded by Mrs. Bails.

No questions on the motion.

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

17. Motion to approve Resolution #03-21 to reduce the required 5% Police Pension contribution to 4% for the year 2021.

Mr. Yorke made a motion to approve Resolution #03-21 to reduce the required 5% Police Pension contribution to 4% for the year 2021. Seconded by Mrs. Bails.

No questions on the motion.

Roll Call:

Mr. Bowman-Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

18. Motion to adopt the new Canonsburg Borough Logo.

Mr. Chandler made a motion to adopt the new Canonsburg Borough Logo. Seconded by Mrs. Bails.

No questions on the motion.

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

19. Motion to approve reducing commercial zoning permit fees relating to the Downtown Façade Program from \$200 to \$100.

Mr. Severine made a motion to approve reducing commercial zoning permit fees relating to the Downtown Façade Program from \$200 to \$100. Seconded by Mr. Yorke.

No questions on the motion.

Roll Call:

Mr. Bowman-Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

20. Motion to accept Churches Engineering proposal dated March 16, 2021 for a base fee in the amount of \$14,750.

Mr. Yorke made a motion to accept Churches Engineering proposal dated March 16, 2021 for a base fee in the amount of \$14,750. Seconded by Mr. Chandler.

No questions on the motion.

Roll Call:

Mr. Bowman-Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

21. Motion to allow KLH Engineering to apply for the appropriate permits to move forward on the bridge façade.

Mrs. Bails made a motion to allow KLH Engineering to apply for the appropriate permits to move forward on the bridge façade. Seconded by Mr. Russo.

No questions on the motion.

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

22. Motion to approve the Covid 19 Testing Site Agreement.

Mr. Yorke made a motion to approve the Covid 19 Testing Site Agreement. Seconded by Mrs. Bails.

Mr. Russo asked how long they plan to be there, Mayor Rhome replied that there is no set end date. Mr. Russo asked if an end date could be set, it was decided that it would be approved for 30 days and it will be discussed again in May.

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

23. Motion to advertise the 2021 Road Project.

Mr. Severine made a motion to advertise the 2021 Road Project. Seconded by Mrs. Bails.

No questions on the motion.

Roll Call:

Mr. Bowman-Absent

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

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

UNFINISHED BUSINESS:

1. Zoning Map - Ready to send to Mr. Dalfonso for inspection. Mr. Chandler asked how long it will take to inspect, Mr. Dalfonso stated that he could have it completed within a week, then it goes to the county and canonsburg planning commissions who will make their recommendations and then to council for a vote at a public hearing.
2. Hiring of Finance Officer - Four interviews to be held this week
3. Comcast contract renewal - Mr. Dalfonso has reviewed and everything is in order
4. Time clocks - Will discuss at workshop meeting

Mr. Severine asked about the noise ordinance that was sent to the Liquor Control Board, Mr. Dalfonso explained that the Board was not holding public hearings due to COVID but can be picked back up.

NEW BUSINESS:

Workshop to be held Tuesday at 6:30 PM to discuss Capital Projects financing.

Mayor Rhome stated that he has individuals interested in cleaning a portion of Elm Street, near the billboard.

EXECUTIVE SESSION:

Executive session began at 8:15 PM.

ADJOURNMENT:

Motion by Mrs. Bails to adjourn the meeting and begin Executive Session at 8:15 PM. Seconded by Mr. Chandler. All in favor.

Meeting adjourned at 8:15 PM.

Submitted by:

Callie Munch