



**Borough of Ben Avon Heights**

**Tuesday, January 10, 2023 - Council Meeting Minutes**

A quorum is in attendance

**Present:**

Council Members: Brown, Dawley, Mihalko, Neunder, Radcliffe, Stiller

EMS: Brian O'Connor

Police: Chief Hanny

Fire: Bill Fisher

Mayor: Dismukes

Solicitor: David Mongillo

Secretary: DiNuzzo

**Residents:**

- 1. Call to Order:** Mr. Brown began the meeting at 7 PM.
- 2. Roll Call:** There was a roll call of Council Members. A quorum is present.
- 3. Approval of December 2022 meeting minutes:** *A motion was made by Mr. Radcliffe to approve the December 2022 meeting minutes. Mr. Mihalko seconds the motion. The motion passed unanimously.*
- 4. Approval of December 2022 financials:** *A motion was made by Mr. Radcliffe to approve the December 2022 financials. Mr. Mihalko seconds the motion.* Mr. Brown noted overall the Borough did a really good job with the budget. He also added that both cable franchise fees are off, he will look into those areas. He also added that we paid some loans off earlier than projected in the budget. Mr. Brown also added that later in the agenda we will talk about the new GL code system, as it seems as though the accountant is still putting the wrong codes to invoices. *The motion passed unanimously.*
- 5. Public Comment:** There was no public present to comment.
- 6. Fire Report:** The new fire chief Bill Fisher came to introduce himself. He did note that there was one accident on New Brighton in the month of December that took out a light pole.
- 7. Police Report:** *See below for report.*
  - a. Distracted drivers:** Council discussed with Chief Hanny about the noticeable uptick in distracted drivers in the Borough recently. He suggested using the traffic counter as a first step in looking at the traffic pattern. He did note that in the month of December Ohio Township did cover for the crossing guards quite a bit, so they were up there a lot in the month of December.
  - b. Parking:** Council discussed the current parking issue in the Borough. Mr. Brown would like to work with the solicitor on a proposed amended ordinance for overnight parking by permit.
- 8. Engineers report:** *See below for LSSE report.* Mr. Brown requested an update on the two grants the Borough applied for. LSSE stated that they are waiting to hear of any updates.
- 9. Resolution 2023-01 Sewage rate 2023:** Mr. Mihalko noted that he would like the Borough to send a letter expressing our disappointment in this increased rate. Mr. Brown agreed and would like to draft a letter. Mrs.

Neunder added that residents can have a second water gage put in if you do a lot of gardening or irrigating at the residents' expense. This second gage can help reduce your sewer bill. Mr. Stiller encourages all to continue to write to your congressmen. *A motion was made by Mr. Radcliffe to adopt the 2023-01 resolution. Mrs. Neunder seconds the motion. The motion passed unanimously.*

- 10. Vinegar Hollow Conservation Update (Sean Brady/Executive Director/Hollow Oak Land Trust):** Mr. Brady came to the Council meeting to inform the Borough of the exciting news of Hollow Oak Trust purchasing Vinegar Hollow. They hope to connect the green spaces together through Vinegar Hollow and continuing to conserve the green space. Mr. Mihalko was concerned that there would be an increase in vehicle traffic. Mr. Brady noted that there was no parking being put in on Newgate. Mr. Radcliffe questioned if Hollow Land Trust was looking at the property that has been for sale for a long time at the intersection of Ben Avon Heights Road and Gass Road. Mr. Brady stated Hollow Oak Land trust does have a list of selection criteria, they use to choose land and that it has the potential to expand. Mr. Radcliffe and Mr. Dawley expressed interest in pursuing the endeavor.
- 11. Greenspace update (Neunder/Radcliffe):** Council discussed some ideas to get the community involved with what they would like to see in improvements made to the park as there is a DCNR grant the Borough can apply for this spring. Mrs. Neunder and Mr. Radcliffe will reach out to the community to get their input.
- 12. Noise Ordinance (Dawley):** Mr. Dawley presented a drafted ordinance he put together from looking at our current noise portion in the zoning ordinance and other neighboring ordinances. Mr. Mongillo suggests showing this to Chief Hanny for any additional comments and suggestions. Mr. Dawley will touch base with Chief Hanny and present a new draft next meeting.
- 13. EMS quarterly:** *See below for report.* Brian O'Connor, the assistant chief with Northwest EMS introduced himself to Council. Mr. Brown requested he continue to attend our meetings every quarter.
- 14. Insurance (Neunder):** Mr. Brown noted that the insurance is going up about 25% and he does not like the idea of signing this agreement; the deadline to renew is Jan 18, 2023. . Mrs. Neunder started reaching out to other insurance companies that neighboring Boroughs are currently using. Because of the tight timeline, some insurance companies could not get us a quote in time. Mrs. Neunder will continue to work aggressively to obtain the best quote for the Borough. Moving forward, Mr. Brown would like to create a spreadsheet for Council to keep track of contract deadlines so Council has ample time to shop around for the best rates. Mr. Mongillo suggested retroactively approving the insurance at the next meeting, or approve tonight, upto a certain dollar amount. *A motion was made by Mr. Dawley to amend the agenda to approve by vote, an insurance carrier. Mrs. Neunder seconds the motion. The motion passed unanimously. A motion was made to approve an insurance carrier as long as it does not exceed \$7900 by Mr. Stiller. Mrs. Neunder seconds the motion. The motion passed unanimously.*
- 15. 2022 Annual Report (Brown/Stiller):** Mr. Stiller would like each committee to update the Annual report with all the items they have achieved in 2022. He would like those by the end of January. Ms. DiNuzzo noted there is a rough draft in the google drive and will also send it out to Council members to review.
- 16. New invoice coding process (Brown/DiNuzzo):** Mr. Brown noted moving forward, Ms. DiNuzzo will send the invoices when they come in to the Council member in charge of that section of the budget to confirm what GL code to assign it to, she will then relay this information to the accountant. Helpfully this new process will help with an error that Council has experienced this past year with their financial reports.
- 17. Welcome Packet/Committee (DiNuzzo/Stiller):** Mr. Stiller noted he has been working with Matt Wensel to gather and convert welcome packet information to a usable format. Mr. Stiller may also reach out to the community for help if needed.
- 18. Zoning Applications:** Ms. DiNuzzo reported for the month of December, there were no applications submitted.
- 19. Executive session began at:** there was no executive session
- 20. Meeting adjourned at:** 8:45 pm

January 09, 2023

**Calls for Service - by UCR Code**  
Incidents Reported Between 12/01/2022 and 12/31/2022  
BEN AVON HTS



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
2090	OFFENSES AGAINST FAMILY - REPORTS	1			
2112	DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED	1			
3855	ROAD DEPARTMENT CALL OUT	4			
3870	MEDICAL EMERGENCY/ ASSIST AMBULANCE	3			
4027	TREES DOWN	1			
6006	TRAFFIC ACCIDENT INVOLVING INJURY	0	1		
7092	ROUTINE PATROL COMPLETED	79			
CITW	WARNING	10			
<b>Total Calls</b>		<b>99</b>			

***MEMO***



846 Fourth Avenue, Coraopolis, PA 15108  
(412) 264-4400 • (412) 264-1200 Fax

TO: Ben Avon Heights Borough

FROM: Kevin A. Brett, P.E.  
John R. Heyl, P.E., CPESC

SUBJECT: **January 10, 2023 Meeting**  
**Engineering Report**

DATE: January 4, 2023

S. O. No.: 0452-01

cc:

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Following is a summary of the engineering services provided since the last Engineering Report:

**1. Phase II Consent Order and Agreement (COA):**

Task for the remainder of the Order include continued O&M and reporting of SSOs.

**2. Sanitary Sewer Operations and Maintenance (O&M):**

Repair scope for the 2021 and 2022 have been drafted and project has been submitted for a PA Small Water Grant.

**3. Chapter 94 Wasteload Management Report:**

**LSSE to prepare annual report for submission.**

**4. MS4 Permit:**

*MS4 Waiver was approved through 2028..*

**5. LSA Grant**

*Awaiting award notifications.*

**6. PA Small Water Grant**

*LSSE submitted application and resolution for the Borough's execution for completion of O&M Improvements, Years 1, 2 and 3.*

**7. MTF Grant**

*Awaiting award notifications.*

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**Ben Avon Heights Borough Report  
Fourth Quarter 2022**

**Total Run Numbers:**

- 3. Total Emergency and Non-Emergency 911 Responses: **5**  
Average Response Time (E0-E4): **5 min. 01 sec.**
- 4. Total Emergency 911 Response: **5**  
Average Response Time (E0-E3): **5 min. 01 sec.**
- 5. Total Highest Priority Response: **5**  
Average Response Time (E0-E1): **5 min. 01 sec.**

**Response Times by Category:**

- 6. E0 Response: **1**  
Average Response Time: **3 min. 50 sec.**
- 7. E1 Response: **4**  
Average Response Time: **6 min. 13 sec.**
- 8. E0 + E1 Response: **5**  
Average Response Time: **5 min. 01 sec.**
- 9. E2 Response: **0**  
Average Response Time: **Not applicable**
- 10. E3 Response: **0**  
Average Response Time: **Not applicable**
- 11. E4 Response: **0**

Average Response Time: **Not applicable**

8. **2018 Roadway Improvement Program**

*LSSE transmitted Maintenance Bond items to Contractor to address on February 25, 2022.*

**Contractor to address area that was missed.**