



Borough of Ben Avon Heights
Tuesday, October 14th, 2025 - Council Meeting Minutes

A quorum is in attendance

Present:

Council Members: Berardi, Dawley, Lope, Morris, Stiller

EMS:

Fire: Meyer

Police: Chief Hanny

Mayor: Dismukes

Solicitor: Puchalski, Vogel

Secretary: DiNuzzo

Residents: Scott Dismukes 22 Clovelly Road, Joe Dawley 19 Canterbury Road

Call to Order: Mr. Stiller started the meeting at 7pm

1. Approval of September 2025 meeting minutes: *A motion was made by Mr. Dawley to approve the September 2025 meeting minutes. Mrs. Berardi seconds the motion. Motion passed.*

2. Approval of September 2025 financials: *A motion was made by Mr. Morris to approve the September 2025 financials. Mr. Dawley seconds the motion.* Mr. Stiller noted that the real estate tax collection is ahead of the budget and added the earned income tax is now on track. Mr. Lope added line 410.06 should be in line 410.05. The Borough and Mr. Lope will work with the accountant on fixing this error.

a. Approval of payment of bills ending in September: *A motion was made by Mr. Dawley to approve the payment of bills that end in September 9th, 2025. Mr. Lope seconds the motion. Motion passed.*

3. Emergency Management:

- a. EMS: *No EMS present.* Mr. Stiller would like to see a year-to-date report to help benchmark performance, currently they only supply the quarterly report.
- b. Fire: Chief reported for the month of September there was 1 call. He noted it was an iPhone crash alert false alarm which happens often. The Chief also added, currently the Fire Department is selling pumpkins and mums Friday-Sunday evenings and would like to start discussion on the contract which is up in 2027.
- c. Police: *Report below.* Mr. Stiller touched base with Chief Hanny on a parking issue he noticed Saturday October 11th. A truck was able to wedge themselves into the bus stop area on the corner of Oxford and New Brighton. He added that he called the non-emergency line but the truck was parked there all day. He wanted to touch base to see why this didn't perhaps receive a ticket. The Chief noted that if there is no sign that states "no parking" or the curb is not painted yellow, the officer would not have felt the need to ticket the truck. If this was during the school week, during school bus hours, the officer would have ticketed the truck as that would be a safety risk to the bus riders.

4. Public Comment: Scott Dismukes at 22 Clovelly Road wanted to remind Council of the numerous vacancies coming up this election. He continued he is the only member of the board whose term is up that is on the ballot. Mr. Dawley and Mr. Stiller added that they have had conversations with some of the residents who have shown some interest and encouraged them to pursue a write-in campaign. Mr. Vogel will send Mr. Stiller what was submitted to Allegheny County to understand which positions are open.

Joe Dawley at 19 Canterbury Road would like Council to look into painting a crosswalk across Canterbury at the intersection of Canterbury, Oxford, New Brighton. Mr. Heyl suggested the Borough make sure the right away is the Borough's, otherwise it would have to be a request submitted through PennDot. Mr. Stiller will look into this the next time the Borough paints lines.

5. 2026 Budget Process: Mr. Stiller and Mr. Brown met and created a draft for the 2026 budget after the last Council meeting. After this meeting, they will reach out to the subcommittees, and then present the information to Council at the November meeting. The plan will be to have the 2026 budget ready for a vote at the December meeting.

6. Infrastructure and Operations:

- a. Engineers report: (Memo below): Mr. Heyl added that LSSE reviewed CCTV work for the closing of property at 23 Banbury Lane; there were no issues.
- b. Phase II sewer project: LSSE updated Council that Jet Jack completed the CCTV work on the sewer lines and will move onto lining them.
- c. Canterbury Road sidewalk grants award update: LSSE noted that the bids for this project were opened last week. The lowest bidder was El Grande Industries, Inc, at \$182,185.00 and the additional added alternative which would be the rounded curbs of \$22,500.00. Mr. Stiller added that the grant the Borough would use for this project, the Borough was awarded \$181,000. LSSE recommends El Grande for the base bid. Council discussed the add alternate for rounded curbs. Mr. Dawley questioned if the rounded curbs are safe enough for the amount of traffic on the road. Discussion took place between Council and LSSE. LSSE stated that the rounded curbs are as high as the box curbs. Council agreed to move forward with rounded curbs as have been used in other updates around the Borough. *A motion was made by Mr. Morris to accept the lowest bid by El Grande for \$182,185.00 with the addition of \$22,500.00 for the rounded curbs. Mrs. Berardi seconds the motion. Motion passed.*
- d. Courtney Mill Update: Mr. Stiller noted that he reached out to Killbuck for a start date and he has yet to hear back.
- e. Speed Signs: Mr. Stiller updated Council on the ongoing issues with the speed signs: the one on Perrysville cannot seem to hold enough battery power with the reduced autumn sunlight and heavy foliage cover in that area. The vendor believes it's not getting enough sunlight. Mr. Stiller will continue to work with Avalon DPW to trouble shoot this issue.

7. Green Spaces:

- a. Park Maintenance update: Mr. Lope updated Council on the maintenance on the green spaces in the Borough. He noted that the large tree that fell on Cambridge was removed by Tall Timber. He added that Strunk had been scheduled to remove the two identified invasive trees but the Borough later found out that one of those trees were on private property and the order was cancelled. He added that the tree on Borough property was removed.
- b. Beautification Plan update: Mrs. Berardi noted that the presentations at the beginning of September went really well, driving a high-level of community engagement including a large amount of feedback received at the picnic in the park. LSSE is currently going through the feedback and will share the data with the greenspace committee at the end of this month. The greenspace committee plans to share this with Council at the November meeting. They also hope to have their third and final public meeting the first week of December.

8. Services/Contracts:

- a. Leaf removal dates 2025: Mr. Stiller wanted to thank Mrs. Neunder for negotiating an earlier leaf pick up for this year. Leaf pickup will now run from October 13th through December 1st.
- b. Salt/snow removal: Mr. Stiller noted that the contract should be ready for Council to review at the November meeting. He believes there was a slight salt increase last year but service charges were flat for 2025.
- c. Department of public works: As with the snow and salt contract, this should be ready for Council to review at November's meeting.
- d. Jordan Tax: Mr. Vogel will reach out to Jordan Tax on their current rates for the Borough.
- e. Tucker Arensberg: Mr. Stiller noted that Mr. Brown requested a 3-year contract from Tucker Arensberg. This will be available for Council to review at the November meeting.
- f. Insurance: Mr. Lope has been in contact for the up-and-coming contracts ending in January. Mr. Stiller would like to revisit in November to see where the process is.

9. Building, Zoning and Code Enforcement:

- a. Zoning Ordinance update: Mr. Vogel updated Council that he believes the last edit the Council made is minor enough to not send this back to the county. The next step is to have a public hearing or public meeting. If significant changes are made going forward, the document would have to be sent back to the county for a review and the cycle would begin again. He strongly suggests a public meeting; in case there would be more edits made. Council raised some concerns with being able to complete this in the 2025 year, with the holiday season beginning next month, and no available working sessions left in 2025. Mr. Stiller will work with Tucker Arnesberg on one final copy edit, then the Borough will send out an email to residents and make the drafted zoning ordinance available online.
 - i. Schedule Public hearing Date: *tabled.*
- b. Zoning applications, Building permits, Code enforcement:

- i. Code enforcement: For the month of September, there were multiple violations submitted for 6 Stratford Road. The Borough zoning officer talked with the current renter as well as the owner of the property. The owner of the property was unaware of any zoning ordinances. He made her aware that the shed was not in compliance with the rear and side set back and requested the required documentation from her on this project. The Borough will follow up with Tom Price on where this currently stands.
- ii. Building permits: None for the month of September.
- iii. Zoning Applications: For the month of September there were no applications submitted.
- c. Joint Comprehensive Plan Update: Mr. Morris noted the committee is still on hold.

10. Administration:

- a. Parking permit requests: There were no parking permit requests for the month of September.
- b. QVCOG update: Mr. Stiller noted there was a dinner for the members of the QVCOG and unfortunately, no representation was able to attend this year. He did want to budget representation for leadership to attend in 2026.
- c. Trick or Treat 2025: The alternative date will be November 1st 2025 if Halloween needs to be canceled. Otherwise, Trick or Treat will be October 31st, 2025 from 5-7pm.

11. Meeting ended at: 8:39pm

Jessica DiNuzzo, Secretary

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 09/01/2025 AND 09/30/2025
BEN AVON HEIGHTS**

DESCRIPTION	SEPT CALLS	YTD CALLS
911 Hang-up	0	2
Accident/Reportable	0	1
Animal Complaint	0	2
Burglar Alarm-Residence	0	2
Disabled Vehicle	0	2
DPW Request	0	20
EMS Call	1	7
Fire Alarm-Business	0	2
Fire Alarm-Natural Gas	0	1
Fire Alarm-Residence	0	1
Juvenile Disturbance	0	2
Loitering/Prowling (At Night)	0	1
Parking Ticket	0	1
Police Detail - Crossing Guard	1	7
Police Detail - Directed Patrol	56	432
Police Info	0	1
Road Closed/Open	0	2
Road Hazard	0	4
Service of Official Documents	0	1
Solicitor Complaint	0	2
Suspicious Incident	0	2
Suspicious Persons	0	1
Suspicious Vehicle	0	2
Traffic Citations	0	24
Traffic Complaint	1	1
Traffic Post	0	1
Tree Down	0	2
Trespassing of Real Property	0	1
Utility Complaint	0	1
Vehicle Lockout	0	2
Warnings - Traffic	3	56
Welfare Check	0	2
Wires Down	0	1
	62	589



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

MEMO

TO: Ben Avon Heights Borough DATE: October 8, 2025

FROM: Kevin A. Brett, P.E. S. O. NO.: 452-001
John R. Heyl, P.E., CPESC

cc:

SUBJECT: **October 14, 2025 Meeting
Engineering Report**

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 includes continued O&M and reporting of SSOs.

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

Phase II-V O&M Repairs – Contract No. 25-S1

- *PA Small Water and Sewer Grant awarded in the amount of \$257,053.00; and*
- *On May 15, 2025, the Commonwealth Financing Authority approved utilization of the PA Small Water and Sewer Grant funds for an expanded scope of work including repairs in the Year 4 (2023) and Year 5 (2024) O&M areas. The bid was awarded to Jet Jack, Inc. in the amount of \$218,390.00. Pre-Construction meeting was held on August 13, 2025. LSSE sent meeting minutes and Notice to Proceed to Contractor and Borough on August 22, 2025. Fully-executed Contract Documents were sent to Contractor on August 14, 2025. Jet Jack, Inc. has completed the pre-construction CCTV inspection.*

3. **MS4 Permit**

MS4 Waiver was approved through 2028. LSSE issued a summary memo on the Draft 2026 General Permit Updates on March 12, 2025.

4. **Canterbury Road Sidewalk and Curb Improvements**

LSA Grant awarded in the amount of \$181,100.00, effective from October 22, 2024, to June 30, 2027. LSSE to provide a service order for engineering services. Surveys have been completed. LSSE to review draft plans with Borough at Council meeting. LSSE has completed the bid documents and provided the Borough with the Advertisement on September 4, 2025, to be placed in the local paper. LSSE sent Borough bid documents on September 19, 2025. LSSE sent Borough bid report on October 2, 2025.

5. **Park Maintenance and Beautification Plan**

- *Community Engagement meeting held on April 22, 2025.*
- *Presentation of results/discussion with Greens Committee in Teams meeting on 5/5/2025.*
- *Revision of Community Engagement summary document for Council to post on their website.*
- *Functional Diagrams and presentation/discussion with Greens Committee finalized 7/23/2025.*
- *Set time for Community Engagement Meeting No. 2 with the Greens Committee (to be held September 11, 2025, at 7:00 PM; not an official Council meeting).*
- *LSSE met with the Greens Committee on October 6, 2025, to review the results of Community Engagement Meeting No. 2 and created an outline of the next steps. Discussion with Council will occur to establish next steps and to draft concept plan for the park*

6. Miscellaneous

- Clovelly Sink Hole: At the request of the Borough, LSSE reviewed a potential sink hole at the intersection of Clovelly and Banbury. Upon observation of the area, it was determined that an aging, existing storm sewer below the roadway collapsed. N&N Landscaping has provided a quote to complete the repair in the estimated amount of \$15,000.00. This will include bringing bituminous binder to the surface. The Borough will need to include milling and installation of a final wearing course within the intersection as part of the 2026 budget. Work is complete and LSSE awaiting payment request from the Contractor. LSSE received N&N invoice on August 22, 2025.*
- 5 Devon Lane: A service lateral CCTV review and certification recommendation letter was sent to the Borough on August 26, 2025. The letter stated that three sanitary sewer laterals were observed to be servicing 5 Devon Lane.**

Grants Due Next Quarter:

None.

CFA – Local Share Account - Statewide:

Opens September 1, 2025 Due November 30, 2025

- Projects with total project cost over \$25,000.00;
- Max Grant Award - \$1 Million;
- 0% Match; and
- Projects in public interest. Projects that improve the quality of life of citizens in the community. Very broad range of eligible projects.

Grant Award Summary:

Project	Grant Source	Grant Award	Match	Status
Canterbury Road Pedestrian Improvements	2023 – CFA LSA	\$181,100.00	\$0.00	Design ongoing
Sanitary Sewer Improvements Project	2023 – CFA Small Water and Sewer	\$257,053.00	15%	Bid awarded
2022 Sanitary Sewer Lining Repairs	2022 – CFA LSA	\$149,905.00	\$0.00	All work is complete

Billing Summary:

Billing summary for the month of September:

Project	Invoice Number	Invoice Date	Project Total (Since July)	Invoice Amount
Meetings as Requested	202510268	9/11/2025	\$1,378.89	\$571.74
Miscellaneous Services-2025 Miscellaneous Services	202510269	9/11/2025	\$2,848.89	\$1,230.89
Engineering Services -5 Devon Lane Dye Test/ CCTV Review	202510270	9/11/2025	\$680.50	\$680.50
Phase 2 COA			\$208.00	\$0.00
2023 Sanitary Sewer O &M Projects			\$39.50	\$0.00
2024 Sanitary Sewer O&M Repairs Project	202510271	9/11/2025	\$4,200.96	\$1,633.02
COA Services			\$120.00	\$0.00
Park Maintenance and Beautification Plan			\$4,765.19	\$0.00
Canterbury Road Sidewalk Improvements	202510272	9/11/2025	\$11,369.42	\$2,850.37
23 Banbury Lane CCTV / Dye Test	202510273	9/11/2025	\$33.75	\$33.75
2025 Roadway Improvement Program	202510274	9/11/2025	\$26.66	\$26.66
2024 GEDTF Grant	202510275	9/11/2025	\$130.00	\$130.00
Billing Total				\$7,156.93