



Borough of Ben Avon Heights
Tuesday, November 12, 2024 - Council Meeting Minutes

A quorum is in attendance

Present:

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

Police: Chief Hanny

Fire:

EMS: Marie

Mayor: Dismukes

Solicitor: John Hosa

Secretary: DiNuzzo

Residents: Jessica DiNuzzo 12 Lynton Lane

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

- 1. Approval of October 2024 meeting minutes:** *A motion was made by Mr. Stiller to approve the October 2024 meeting minutes. Ms. Berardi seconds the motion. Motion passed.*

- 2. Approval of October 2024 financials:** *A motion was made by Mr. Lope to approve the October 2024 financials. Mr. Stiller seconds the motion.* Mr. Brown noted that in the all the accounts the Borough is down this month which is to be expected, there was a large Alcosan bill which we transfer the money from our sewer account to our general fund account. Mr. Brown continued, looking at the budget performance, the Borough is looking in good standings with almost \$67,000.00 ahead on the earned income; and on the income side, we have spent \$47,000.00 less than projected due to the speed signs and parks and recreation. *Motion passed.*

- 3. Emergency Management:**
 - a. Fire: *No fire present.*
 - i. Purse Bash Spring 2025 Media: Fire requested Council share information on the Purse Bash which is held in the spring on all of the Boroughs social media during the holiday season. This is their biggest fundraiser and would like to get the word out as people are thinking about gifts this holiday season. Council agreed to share this.
 - b. Police: *Report below.* Chief Hanny wanted to check in and see if the snow agreement would be discussed this evening and if the Borough knew if there were any changes to the agreement. Council stated the agreement is the same as the previous year, and will be voted on later in the meeting.
 - c. Northwest EMS: Marie from Northwest came to Council to discuss the 3rd quarter report with Council. She noted that there were 3 calls in Ben Avon Heights. Mr. Brown noted that he was aware of there being an emergency management crisis in the area, with fire, police and ems being understaffed, he was wondering if Northwest was experiencing any of this. Marie noted that overall staffing is good, daylight they run 8 trucks and the nightshift is 6.

- 4. Public Comment:** Jessica DiNuzzo at 12 Lynton Lane would like Council and the Greenspace committee to consider adding an extension to the park fence that faces Perrysville, that's on the corner of Lynton to the master beautification plan. She has noticed children at the park playing in the bushes that were put in instead of a fence, which is extremely close to the very busy road. Some Council members agreed. Ms. Berardi questioned why bushes were put in instead of the extension of the fence. Mrs. Neunder noted a previous Council member decided the bushes would be a better option rather than getting

a bid for the fence. Ms. DiNuzzo added the bushes could certainly stay, just having a fence behind those, park side, to keep the kids safe in the park, and discourage them from playing in them would be an option.

5. Infrastructure and Operations:

- a. **Engineers report: (Memo below):** Mr. Heyl updated Council that the manholes which are part of the sewer easement project will be installed this week. The lining will begin next week. Mr. Stiller added that the manhole in question on Banbury will be in the road, not on the resident's property therefore an easement agreement would not be required. Work would continue on Banbury properties and Cambridge Rd later in the week. Ms. Berardi suggested the Borough reach out to 3rd parties to inform them of the road construction so trash and packages can reach the home owners. Mr. Heyl noted that earlier that week, those 3rd parties chose not to find an alternate route to get to the blocked homes. Mr. Stiller added that trash was ultimately picked up (a day late) and putting a note out to residents to not put their trash out would likely be more problematic. He continued that Ms. DiNuzzo did reach out to Valley Waste Monday to let them know of the residents who had their trash missed, and also informed them this will be an issue for the next several weeks. She suggested they pickup earlier, but has not received a response yet for this request.
- b. **LSA grant sewer project update:** Mr. Heyl noted that Council will vote on a Resolution to be included in the next LSA grant cycle. This will fund the next cycle of the O&M improvements.
 - i. **Resolution, vote: A motion was made by Mr. Stiller to approve the resolution associated with the LSA grant. Mr. Morris seconds the motion.** Mr. Brown noted this is another grant the Borough is applying for, it's for \$346,067 to continue our sewer improvements. Mr. Dismukes questioned what the scope of the work entailed. Mr. Heyl noted it would be for additional lining and manholes, which is the next phase, and there are 5 phases. **Motion passed.**
- c. **Canterbury Road sidewalk grant award update:** Mr. Heyl updated Council that the Borough was approved through the LSA grants for the Canterbury sidewalk project. Mr. Stiller added that the award was granted by the state for \$181,000 and will be used for curb, sidewalk, and roadwork. Mr. Dismukes questioned if there were still any size issues with the width of the sidewalk. Mr. Heyl stated that there needs to be sections wider, to be ADA compliant. These sections need to be around every 200 feet, but would check to see if current driveway aprons satisfy this requirement. Mr. Stiller added this would be a late-'25/'26 project, and design work would start next spring.
- d. **Signs update:** Mr. Stiller updated the Council that he met with Avalon DPW to discuss the signs at the entry of Cambridge. They are going to put a "No Outlet" sign on Cambridge and also replace a few signs throughout the Borough that need to be updated as they are old and faded. He also added that for the electronic speed sign project, we are waiting to hear back from PennDot on one more permit for this project. Mr. Heyl added that these permits are good for one year. Mr. Stiller also added that the vendor for the speed signs will honor the quote they originally gave us, when we're ready to execute the project.
- e. **Alcosan Rate Resolution:** Mr. Brown updated Council that we just received the letter from Alcosan informing the Borough of the rate increase. In December, there will be a Resolution Council will vote on approving this rate increase. Mr. Stiller noted that a few years ago, Council decided to pull back on the amount the Borough charged as they felt there was a significant amount in our sewer account, which is on the lower side of borough rates. He added that the continuous 7% increase over the past few years and future years is significant and he brought this to our state and county representatives' attention, and he's surprised that this isn't a bigger issue for residents. He continued that the rate increases are used by Alcosan to continue to reduce their overflow each year and continue to make improvements to their plant.

6. 2025 Budget:

- a. **Motion to Advertise: A motion was made by Mr. Stiller to advertise the 2025 budget. Mrs. Neunder seconds the motion.** Mr. Brown noted that Council sent in the projected numbers for each subcommittee for the 2025 year. He was pleasantly surprised how easily it balanced compared to previous years. He continued that the Borough will keep real estate mileage the same in 2025 as well as the delinquent real estate tax. He added that on the earned income side, Council put what is to be expected to be collected this year.

He continued that most lines stayed the same, with the addition of an LSA grant and sewers and LSA PA small waters, which were grants we were awarded for \$147,000 and \$257,000. We did not move any money from our Reserve account to the General Fund this year. We typically are awarded around \$13,000 in liquid fuels which help offset the cost of maintaining our roads. He continued that we typically receive \$14,000 from RAD and our sewer account is the money which the Borough takes from to pay our Alcosan bills and Jordan Tax sewer bills. Our roads fund is our new account that holds the money for our roads project, so we will move \$46,000 for one of our roads projects and we'll put \$75,000 in for 2025. ACORD will stay the same. Our auditors are by contract, we have a zoning building and code enforcement at \$2500 to cover code enforcement issues—this is a new line so this was an estimate. He believes for 2025 the Borough will significantly spend less on the solicitor. Mr. Dawley questioned if

possibly adjusting this number as Council is coming closer to finishing editing the drafted zoning ordinance, there will be additional solicitor fees and transcript fees. Mr. Brown continued that they increased the engineer line by \$10,000.

Mr. Stiller noted that waste pickup is already contracted, the storm and annual sanitation is engineering work, and the Operations & Maintenance (O&M) plan. Mr. Brown added that Alcosan requires the Borough to have more dollars in our sewer fund than what we plan to spend by 25%. Mr. Brown continued going down the lines, Mr. Dismukes questioned when the contract for police services with Ohio Township was up. Mr. Brown noted we will need to make a decision in June of 2025 if we will implement the two-year extension which is in our contract. Mr. Dismukes reminded Council to plan that into the 5-year plan which Mr. Stiller agreed would be revisited in the spring. Mr. Brown continued that he reduced the snow and salt as we have been down for the past few years. Mr. Morris questioned if there was a way to communicate that there are taxable budget funds and grant budget funds. Mrs. Neunder noted there is an annual report where this can be communicated. Motion passed.

7. Green Spaces Update:

- a. Park Maintenance Update: Mr. Lope noted he ordered a piece for the ADA swing in the park as it was brought to their attention it was missing.
- b. A&N Greenspace & Leaf contract, vote: A motion was made by Mr. Lope to approve the A&N Park contract for 2025. Ms. Berardi seconds the motion. Mrs. Neunder went over the quotes that A&N provided the Borough. There were slight increases, all reflected in the 2025 budget. Motion passed. A motion was made by Mr. Stiller to approve the A&N contract for leaf removal for 2025. Mr. Morris seconds the motion. Motion passed.
- c. Beautification Plan: Vendor, vote: Ms. Berardi updated Council that after sending out letters to 18 vendors, three companies submitted proposals for consideration. Of those three, the Greenspace committee decided to recommend spending \$11,000 to hire LSSE to perform community engagement, which will include a web survey and in-person meetings, and to create a prioritization plan for the maintenance of our current assets at the park. LSSE's experience with securing grant money for similar projects played a role in their selection. Mr. Brown noted that LSSE was also the lowest bid. A motion was made by Mr. Lope to accept LSSE as the vendor for this stage of the plan. Mrs. Neunder seconds the motion. Mr. Lope added that they feel community engagement is a necessary component of successful grant applications. Mrs. Neunder added that many of the vendors chose not to submit a proposal as they did not want to oversee community engagement. Mr. Dawley expressed his concerns over future park projects being grant based. Mr. Stiller explained that the motion was to engage a third party for discovery, to better understand the wants of our residents and to provide scope. Discussion took place. Mr. Brown noted that once we have the plan in place, Council as a body will need to make the decision on what grants would fit our needs all around. Motion passed.

8. Building, Zoning and Code Enforcement:

- a. 18 & 20 Oxford reimbursement for cartway, vote: A motion was made by Mr. Lope to approve 250 dollars reimbursement for 18 & 20 Oxford Roads improvement to the cartway. Mr. Dawley Seconds the motion. Discussion took place; many raised the point that they did not approve of the residents approaching Council after the project occurred; Council came to a decision. Motion does not pass. A motion was made by Mr. Stiller to reimburse \$250.00 between 18 & 20 Oxford Road, with the caveat for residents to seek approval prior to project work on Borough property. Mr. Morris seconds the motion. Motion passed.
- b. Zoning Ordinance update: Mr. Stiller noted they will continue using the working session for editing the drafted zoning ordinance.
- c. Code enforcement issues: None reported by Harshman for the month of October.
- d. Zoning Applications, Building Permits: For the month of October, there were no applications submitted for zoning applications. Harshman reported for the month of October there was one building permit issued for a pergola at 22 Clovelly Road.

9. Administration:

- a. November Working Session Agenda: Mr. Stiller noted that Council will start on page 43. The meeting was rescheduled for next Tuesday November 19th 2024 at 7pm and the agenda is on the borough website.
- b. Avalon DPW agreement, vote: A motion was made by Mr. Stiller to accept the Avalon DPW agreement for 2025. Mrs. Neunder seconds the motion. Mr. Brown noted the rates stayed the same. Mrs. Neunder raised the question if we could extend the contract for a longer amount of time. Mr. Brown noted he has approached them and they will not agree to anything longer than a one-year term. Motion passed.
- c. Avalon Snow/Salt agreement, vote: A motion was made by Mr. Stiller to accept the Avalon Snow/Salt agreement for 2025. Ms. Berardi seconds the motion. Mr. Brown noted the rates stayed the same. Motion passed.

- d. 2024 Holiday Luncheon: Mr. Brown noted the Borough holiday luncheon is December 20th from 11am-2pm. Invitations will be sent out this week.
- e. Parking Permit Requests: For the month of October there were no requests for parking permits.

10. Executive session, contracts: 8:54 pm

11. Regular session began: 9:00pm

12. Meeting adjourned at: 9:00pm

Jessica DiNuzzo, Secretary

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 10/01/2024 AND 10/31/2024
BEN AVON HEIGHTS**

DESCRIPTION	OCTOBER CALLS	YTD CALLS
Abandoned Vehicle	0	1
Accident/Hit-Run	0	1
Accident/Non-Reportable	1	1
Animal Complaint	0	1
Animal Complaint - Injured/Deceased Deer	0	1
Assist Other Agency	0	1
Burglar Alarm-Business	0	1
Burglary Alarm - Residence	0	1
Civil Dispute	0	1
County Ordinance Violation	0	1
Disorderly Conduct	0	1
Domestic Disturbance	0	2
DPW Request	0	7
EMS Call	1	15
Fire Alarm - Natural Gas	0	1
Fraud	0	1
Harassment	0	1
Juvenile Disturbance	0	1
Local Ordinance Violations- Fireworks Complaint	0	1
Local Parking Ticket	0	7
Lost/Found	0	1
Mental Health	0	1
Parking Complaint	0	3
Parking Tickets	0	29
Police Detail - Crossing Guard	2	8
Police Detail - Directed Patrol	73	683
Property Damage	0	1
Road Hazard	0	3
Suspicious Persons	0	3
Suspicious Incident	0	1
Traffic Citations	0	26
Traffic Complaint	1	3
Traffic Post	1	2
Traffic Stops	0	5
Trees on Wires	0	1
Utility Complaint	0	1
Warnings - Traffic	0	7

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 10/01/2024 AND 10/31/2024
BEN AVON HEIGHTS**

DESCRIPTION	OCTOBER CALLS	YTD CALLS
Welfare Check	0	1
Wires Down	0	1
	<hr/> 79	<hr/> 827



MEMO

TO: Ben Avon Heights Borough DATE: November 8, 2024

FROM: Kevin A. Brett, P.E. S. O. No.: 0452-01
John R. Heyl, P.E., CPESC

cc:

SUBJECT: **November 12, 2024 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 include continued O&M and reporting of SSOs.

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

2023 O&M Repairs – Contract No. 23-S1 (Re-Bid):

- Borough was awarded \$149,905.00 LSA Grant
- Base Bid and Add Alternate No. 1 were awarded via letter dated August 2, 2024 to Jet Jack, Inc.
- Contract Documents were issued to the Borough on August 13, 2024.
- The Pre-Construction Meeting was held on August 29, 2024.
- A Pre-Construction field meeting was held on September 16, 2024.
- The Notice to Proceed was transmitted to the Borough on September 24, 2024.
- PennDOT Highway Occupancy Permit has been renewed on November 4, 2024.
- Contractor initiated field locations for new manhole installations.
- Work tentatively scheduled to begin mid-November 2024.
- Engineering Invoices for Contract No. 23-S1 for Month of October is \$578.70.

2024 O&M Repairs:

- PA Small Water and Sewer Grant awarded in the amount of \$257,053.00.
- 2023 O&M (Year 4) CCTV has been completed.
- 2024 O&M Budget provided on December 12, 2023.
- 2024 O&M (Year 5): CCTV and MHPS completed May 6, 2024 along Biddeford Road and Stratford Road. LSSE has developed a repair scope and project design has been initiated. Bidding tentatively scheduled for early 2025.
- Engineering Invoices for Contract No. 23-S1 for Month of October is \$562.50.

3. **MS4 Permit**

MS4 Waiver was approved through 2028.

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

2023 LSA Grant has been submitted. 2024 MTF Grant has been submitted. 2024 GEDTF Grant Application has been submitted. Ben Avon Heights Borough received an LSA Grant in the amount of \$181,000..

5. **Electronic Speed Sign Permitting**

Permit plans and comment responses for the Traffic Control Devices on New Brighton Road and Perrysville Road were issued to PennDOT on July 31, 2024. Revised permit plans and comment responses were issued in letters to PennDOT on August 20, 2024.

The final executed ARLE Grant application documents were submitted and a copy transmitted to the Borough on June 27, 2024. Responses to PennDOT comments were issued on October 14 and 15, 2024 (Attachments A, B and C).