

**TOWNSHIP OF O'HARA**  
**SPECIAL COUNCIL WORKSHOP MINUTES**  
**SEPTEMBER 18, 2018**

I. OPENING PROCEDURES

- A. Call to Order by President Smith at 7:06 p.m.
- B. Pledge of Allegiance led by President Smith.
- C. Roll Call

Council Members Present: Robert John Smith, President of Council; Charles A. Vogel, Vice-President of Council; George H. Stewart, Second Ward; Scott Frankowski, Third Ward; John R. Denny, Jr., At-Large; Cassandra Eccles\*, Fifth Ward

Absent: Allison Berger, Fourth Ward

Also Present: Ted Curran\*, Treasurer; Julie A. Jakubec, CPA, CGMA, Township Manager; Charles W. Steinert, Jr., P.E., Township Engineer; Scott K. Slagel, Superintendent of Police; Loren R. Kephart, Public Service Superintendent; Cathy Bubas, Manager's Secretary

(\*) denotes late arrival

The Manager informed Council that Ms. Berger was tending to a personal commitment and Ms. Eccles would arrive late.

II. INTRODUCTION OF NEW POLICE OFFICERS

Police Superintendent Slagel introduced the following four (4) new Police Officers and provided brief background histories.

Greg Bauman                  Jay McMahill                  Maria Sciacca                  John Lennon, Jr.

Council welcomed the four new Police Officers. Manager Jakubec acknowledged Civil Service Commission Chair Dave Schaffner was in attendance. She noted the Civil Service Commission is responsible for the application and testing process. President Smith extended thanks to the Civil Service Commission for their hard work.

III. CCA UPDATE WITH MARK ROTHERT

Mr. Mark Rothert, Council's appointed representative to the community center, and Mr. Keith Fenton, Executive Director of the community center, were in attendance to update Council on the community center's finances and activities.

Mr. Rothert stated everything is going well as the community center continues to build a surplus for loan repayments, future equipment replacement and building reserve funds. He noted the community center will be open for three years and they are working to keep it looking new. Mr. Rothert noted the establishment of a safety committee and they recently had a fire inspection. He stated a five-year maintenance plan is in place. Mr. Rothert thanked Township staff and Council for their help and support. He recalled the Township's participation in the Young Lungs At Play Program, which the community center has also implemented. The building is being maintained and the community is being served.

Mr. Frankowski referred to event photos on Facebook. Mr. Rothert stated the past weekend they sponsored an Oktoberfest, which was the "Celebrate the Center" theme. President Smith recalled seeing a lot of young faces at the event.

Mr. Frankowski stated the community center does not just serve O'Hara residents, but people from all over the district. Mr. Rothert added people from Oakmont, and north.

Mr. Frankowski inquired about the Chair of the community center board, which Mr. Rothert stated to be Kirsten Powell. President Smith questioned if some board members' terms would be expiring. Mr. Rothert stated he serves on the Nomination Committee and noted the term limits. President Smith recalled a number of board members are to be O'Hara residents, which Mr. Rothert indicated to be exceeded.

Mr. Denny, Jr. recalled the issue in getting fitness equipment, and Manager Jakubec explained the equipment was purchased, but new equipment can be leased and traded in. Mr. Fenton stated he is working with the school district to get the trade-in value for the equipment. The school district would like to have the equipment for the middle school. Leased fitness equipment would be just like leasing a car, with maintenance included. Mr. Fenton noted the hours each piece of equipment is used is checked and the equipment is rotated. He indicated three years is a good useful life due to technology upgrades.

Mr. Denny, Jr. questioned what is the next phase/big thing to be done.

Treasurer Curran arrived at 7:20 p.m. and took his seat.

Mr. Fenton stated there has been discussion about the next phase and indicated capacity is one of the biggest issues. Their first goal was to be in a really good financial position. Mr. Rothert stated a Long Range Plan was prepared.

Mr. Fenton stated an all-day summer camp was offered. Pricing was worked out and the response was outstanding, averaging 18 kids a week over 10 weeks for ages 5 – 12 years and the 3 – 5 year olds had an average of 10 kids, plus other specialty camps were offered at a fair price. Kids had a great time and there were no safety problems. Mr. Fenton stated the After School Enrichment program now serves 65 kids daily. The school bus takes them directly to the community center. The new Director, Jason Fay, has developed four areas of the program, including homework, crafts, puzzles and outside/gymnasium play, which are rotated every so often. Mr. Fenton noted there is a waiting list for the after school program.

Mr. Stewart asked if the schools are running programs, which Mr. Fenton confirmed the schools run before and after school programs. He added that basketball and ballet camps are also offered.

Mr. Fenton reviewed the membership, noting 650 family units, 240 senior fitness, 500 silver fitness, 100 individual fitness, and 50 youth program members. The community center serves a diverse group.

Mr. Fenton thanked Manager Jakubec, Mr. Kephart, and the Police for all their help.

#### IV. BID OPENING

##### A. Brownhill Road Bridge Replacement Project

Manager Jakubec stated bids for the Brownhill Road Bridge Replacement Project are scheduled to be opened this evening.

Motion by Vice President Vogel to open the bids received for the subject project was seconded by Mr. Denny, Jr. and carried unanimously.

Mr. Steinert, Jr., P.E. proceeded to open the bids. A bid tabulation is attached to and made a permanent part of these minutes.

President Smith noted staff would review the bids and present a recommendation to Council.

Mr. Denny, Jr. questioned if the project would be done at the same time as the sanitary sewer project. Manager Jakubec stated the bridge replacement project would begin in March 2019.

Mr. Frankowski noted Clearwater did the Sharpsburg bridge and did a wonderful job.

#### V. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS

No comments.

#### VI. NEW BUSINESS

##### A. Requesting Authorization to Execute an Agreement with Fox Chapel District Association for the Home Town Heroes Banner Grant

Manager Jakubec recalled Carol Uminski and Heather Golden, representatives of the Fox Chapel District Association, presented information concerning a Home Town Heroes Banner Program that the Association is offering grants to help fund the program. If Council is interested in participating in the program execution of an agreement for the grant funds is requested.

Motion by Mr. Frankowski to approve resolution Bill No. B-46-2018, authorizing the execution of an agreement with Fox Chapel District Association for the Home Town Banner Program Grant, was seconded by Mr. Stewart.

The Manager noted the Fox Chapel District Association will fund up to 25 banners. Township Public Service Department employees would hang the banners for Memorial Day and remove after Veterans' Day.

On roll call the motion carried unanimously.

President Smith indicated he had been contacted concerning an issue, and read the letter he received from Mr. Don Lightner, of White Gate Road. Mr. Steinert, Jr., P.E. explained years ago Penn D.O.T. installed corrugated pipe in the back yards of properties, and corrugated pipe rusts and deteriorates. Vice President Vogel noted an open channel in Mr. Lightner's back yard. Mr. Steinert, Jr., P.E. was familiar with the open channel as he had walked through the property in prior years. He stated the Kappernaros property has two detention ponds and wetlands were not filled in. Emails have been exchanged, but Mr. Steinert, P.E. had not had a chance to inspect.

Manager Jakubec informed Council of a similar issue along Kittanning Pike. Penn D.O.T. put in a pipe and does not maintain it. Mr. Steinert, Jr., P.E. stated water has been going through the pipe for many years. The Manager recalled the Township raised the outfall and trees have fallen, which the Public Service crew has cleared. She noted Mr. Lightner's property is adjacent to the Weil Nature Reserve. Mr. Steinert, Jr., P.E. indicated Mr. Lightner is not happy about the Kappernaros construction and blames some of the issue on the community center. Vice President Vogel asked if Mr. Kappernaros added more water to the property, which Mr. Steinert, Jr., P.E. stated, "No." He further explained a concrete pond was installed by the driveway and ties into the catch basin.

## VII. REVIEW AND DISCUSSION

### A. Review of the 2019- 2028 Capital Improvements Plan

Manager Jakubec noted additional copies of the Capital Improvements Plan are available. She stated the recent storm damage is not included in the Plan. In addition, some 2018 projects will carry over into 2019.

Mr. Frankowski inquired about the status of Ravine Street stormwater. Mr. Steinert, Jr., P.E. stated Penn D.O.T. is in the final design stage and has some materials for the project.

Mr. Frankowski asked if MS-4 is an ongoing project, which the Manager confirmed, forever.

The Manager proceeded to review each section of the Plan. Items of note include:

#### Parks and Recreation

Woodland and Meadow Parks parking lots would be treated with a bituminous surface. Squaw Valley and Raymond S. Schafer Memorial Parks basketball courts would be sealed with an acrylic surface.

President Smith asked if the Squaw Valley Park tennis court surface had been straightened. Manager Jakubec explained the surface is like carpet, and needs to be stretched. They believe it can be resealed.

Mr. Denny, Jr. asked if anything new would be added to the parks. Manager Jakubec noted a private donor has suggested a butterfly/bird preserve in the Crofton Nature Preserve. Staff will work with the Audubon Society. New pieces of equipment are sprinkled around the parks as needed.

Mr. Stewart asked if there is any way to determine who uses the parks. The Manager indicated the Police could check license plates to see where people are from. Vice President Vogel stated people come from everywhere to use the Township's parks.

### Roads

Cost to replace Brownhill Bridge should decrease based on bids received.

Continue to add fibers and experiment with other options to try to extend the life of Superpave.

Mr. Stewart asked if the roads could be chipped and sealed. Mr. Steinert, Jr., P.E. explained the roads are too far gone to do that this year. Chip and seal is applied three to five years into the life of the road. Some of the roads that were done five or six years ago will be paved.

Mr. Denny, Jr. questioned how the roads to be done in 2019 is determined. Mr. Steinert, Jr., P.E. explained the roads are evaluated. Falconhurst is as bad as Crofton, and parts of RIDC are scheduled for paving in 2019.

The Squaw Run retaining wall might not have to be replaced, as pins installed under the road years ago seem to be holding.

Staff will continue to monitor the Mary Street retaining wall.

### Stormwater Management

Penn D.O.T. is preparing the final design for Ravine Street stormwater removal. Funds remain committed to the project.

Continuation of MS-4 to reduce stormwater contamination and prohibit illicit discharges.

The Delafield Stream Removal Project died a few years ago, but the project continues to be funded.

The Mary Street stormwater pipe was inspected and replacement is deferred to 2020.

Mr. Denny, Jr. inquired about other projects for consideration to mitigate stormwater through green infrastructure. Mr. Steinert, Jr., P.E. explained it is part of the Township's Pollution Reduction Plan and includes reducing pollutants entering streams. Mr. Denny, Jr. stated it will be far less costly than when getting flooded. Manager Jakubec noted staff is working with upstream neighbors to clear debris from streams quickly and finding places to hold the water. Mr. Steinert, Jr., P.E. noted updating the outflow structure to hold more water is a cheap fix. As years go on, there will be larger scale projects.

Treasurer Curran stated RIDC has been good for the Township and he questioned whether the Township is doing enough for the businesses in RIDC. He noted some of the roads and access points are terrible. Mr. Steinert, Jr., P.E. acknowledged Epsilon Drive is the worst road. Mr. Denny, Jr. agreed and questioned opportunities to add improvements. Mr. Steinert, Jr., P.E. explained when any of the roads in RIDC are added in to the road improvement program, it uses about half of the budget, and takes away funding for residential roads. Manager Jakubec stated this budget is trickier than past budgets due to the flood. Mr. Denny, Jr. suggested adding funds to improve the roads, and making it a priority. Mr. Steinert, Jr., P.E. suggested possibly chip sealing the RIDC roads. Mr. Stewart noted traffic volume and vehicle weight contribute to the wear and tear.

President Smith asked Treasurer Curran if the roads are the concern or are other things of concern. Treasurer Curran stated the roads are the concern. Epsilon Drive is really bad. Mr. Denny, Jr. stated RIDC helps to keep taxes low. He suggested as Council reviews the projects to look for more money and consider new revenue. He noted to increase taxes because of the flood would make sense since the Township has not had a tax increase in at least 17 years. Treasurer Curran and Mr. Denny, Jr. conflicted over a tax rate increase as revenue has increased.

Mr. Denny, Jr. questioned if revenue would increase enough to do what needs to be done. Vice President Vogel stated it is Council's job to make sure the money is available.

Ms. Eccles arrive at 8:16 p.m. and took her seat.

Manager Jakubec stated if the Township was looking at a tax increase, she would recommend increasing the real estate and wage tax rates.

Mr. Stewart stated he would like to see the revenue figures over the last several years. Manager Jakubec indicated she would email a spreadsheet with the information. She stated the Township budgets very conservative so that fluctuations in the economy can be addressed. She acknowledged the days of grants are gone, though she continues to actively look for grants. The Manager requested Council to include notes when prioritizing the projects.

### Sanitary Sewers

Bids for the East Little Pine Creek Sanitary Sewer Facility were received last week. Estimated cost of the project is \$4,500,000 and she anticipated the cost to increase. Six or seven properties could be served with the Field Club North sewer extension. Dorseyville Road East Sewer Extension to Village Drive could add six properties to be served by public sewers.

Mr. Steinert, Jr., P.E. suggested seeking bids for the Dorseyville Road East Sewer Extension, as he has the drawings. The Manager indicated the Dorseyville Road East Sewer Extension should be done in the next two or three years.

Mr. Steinert, Jr., P.E. explained a pipe extending from the lower end of Powers Run Road, through the 905 property has been neglected by the property owner and has damaged the ground which

needs to be restored to put the sewer line in. Manager Jakubec stated unless the Township owns the property the work could not be done.

### Vehicles and Equipment

Mr. Kephart stated he had planned to replace the back hoe but the Bobcat has deteriorated and recommended replacing the Bobcat. He also recommended replacement of the remote controlled trench tamper and one dump truck with plow and spreader. Mr. Kephart noted a lot of equipment has been placed in reserve.

### Public Safety

Replacement of two Police Responder Vehicles.

Police Superintendent Slagel explained the Ford Interceptor Explorer is being updated and equipment may or may not fit due to the new design. He noted in the future, Ford will want to put in the equipment.

Manager Jakubec informed Council that Parkview EMS is requesting the purchase of a new ambulance. She recommended by ordering the ambulance in September 2019 it would be received in 2020 at which time payment would be due.

The Manager planned to meet with the Fire Chiefs to review the fire equipment replacement schedule.

### Municipal Building

Manager Jakubec noted 37 items to be corrected on the building addition punch list. Funds are allocated each year to cover unanticipated events.

### Community Development

Mr. Steinert, Jr., P.E. explained GIS is connected to Traiser, which is good for updating maps.

Manager Jakubec explained the MS-4 and sanitary sewer inspectors are using tablet technology. One of the summer Office of Vocational Rehabilitation interns has been added as a Township employee. He has been shredding documents and assisting with building permit files. Trevor will also begin scanning the old commercial building drawings, particularly the buildings in RIDC.

Concluding the review of the Capital Improvements Plan, the Manager requested Council to note any projects they would like added on the rating sheets. If Council has any questions she requested they call or email. Manager Jakubec stated she would try to prepare a budget without a tax increase. She also requested Council to return the rating sheets by October 2, 2018.

## VIII. CONCERNS OF COUNCIL

Ms. Eccles inquired about an update on drone regulations, and how to get a flying drone down. Manager Jakubec recommended calling the Police, as they will follow the drone to its owner. She noted the batteries in drones do not last long.

Mr. Stewart stated while out canvassing, he was informed about a stormwater issue in the cul-de-sac of Glenbrook Drive. Mr. Steinert, Jr., P.E. acknowledged it as an ongoing issue and explained the property owner is at the bottom of two ravines. He recalled walking the property with President Smith and it is a natural wetland. Restoring the Fox Ridge Farms pond helped.

Mr. Frankowski inquired about the status of the stream running down Spring Grove Road. Mr. Steinert, Jr., P.E. met with a contractor there yesterday. He noted the wall is not on Township property nor in the easement.

Mr. Stewart questioned if something could be done, such as adding curbs to direct water to the inlets. Mr. Steinert, Jr., P.E. explained the storms that sewers are designed to are not the type of storms the Township has been having. He stated you cannot design sewers for a storm at that magnitude. If you did it would be over-built and costly. Mr. Steinert, Jr., P.E. stated most pipes are oversized. He believed the topography to be the problem. The people getting flooded live at the end of Squaw Run, Seitz Run and Powers Run watersheds. Mr. Stewart suggested doing a better job of collecting stormwater upstream. Mr. Steinert, Jr., P.E. explained the sewers are still designed for 100-year storms. Manager Jakubec added that it is not just the Township's water, but also water coming from other communities. She stated staff has partnered with Fox Chapel Borough, and the Township is trying to help Sharpsburg with stormwater from Ravine Street. President Smith recalled the Comprehensive Plan proposed a rezoning, which was opposed.

Mr. Frankowski suggested dredging the creeks. Manager Jakubec stated Penn D.O.T. cleaned out Seitz Run. The problem is the pipe under M&M Auto is too small. M&M Auto should not be there, but they have been there forever.

Mr. Denny, Jr. recommended working with multiple municipalities to develop one plan.

Treasurer Curran noted the bids for the East Little Pine Creek Sewer Project came in around \$4,500,000 and only \$3,500,000 is budgeted. He suggested staff ask the vendors to sharpen their pencils. Vice President Vogel explained the bids would have to be rejected and the project rebid. Mr. Steinert, Jr., P.E. stated in order to get the cost down, things need to be removed from the contract.

Vice President Vogel suggested looking at the nice stone bridge on the Neil Ofiesh property at the bottom of Powers Run Road. He also noted the door was open and Mr. Steinert, Jr., P.E. stated the windows are also open. The Manager indicated she would ask the Police to monitor the property. She also indicated in order to fix everything that needs to be fixed in regard to the storm pipe, the house would need to be removed.

IX. CONCERNS OF STAFF

Manager Jakubec requested Council to remain after the special workshop for an Executive Meeting to discuss labor and legal matters.

X. ADJOURNMENT

Motion by Mr. Denny, Jr. to adjourn the meeting was seconded by Vice President Vogel and carried unanimously. The special workshop adjourned at 9:00 p.m. and following a short break Council entered into Executive Session.

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Cathy Bubas, Manager's Secretary

Attachment(s): Sign-In Sheet(s)