

**TOWNSHIP OF O'HARA
COUNCIL WORKSHOP
FEBRUARY 6, 2024
7:00 P.M.
AGENDA**

I. Opening Procedures

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

II. Review and Discussion

A. Application for Minor Subdivision – Meinert Estates (a)

Denis and Ken Meinert are Executors of the Estate of John & Alice Meinert located along Dorseyville Road. It has been proposed to subdivide the parcel into six lots. The Township Planning Commission reviewed the plan at its December 18, 2023 meeting. Lots 1 through 5 are located in the R-2 zoning district, and lot 6 is located in the R-4 zoning district. Access to lots 5 and 6, located in the rear of the parcel, is provided by an existing 50-foot right-of-way. An additional 15' will be added to the right-of-way to accommodate any future public road. The Township Zoning Hearing Board approved a variance request for the creation of lots without street frontage at 335 Dorseyville Road, Pittsburgh, PA 15215, Block and Lot 286-B-95. The Planning Commission has recommended to Council that the Minor Subdivision Plan be granted subject to one condition as noted in the attached proposed resolution. If acceptable, the proposed resolution will be included on the February 13th regular meeting agenda for consideration.

III. Citizen Comments Concerning Non-Agenda Items

II. Review and Discussion Continued

B. Possible Combining of the Blawnox Police Department Under the Township of O'Hara Police Department

Township staff and Blawnox Borough staff have begun discussions about combining the Blawnox Police Department under the Township of O'Hara Police Department. Staff will provide a verbal update for Council.

C. Conflict of Interest Waiver for Campbell Durrant, P.C. Regarding Police Services

The law firm of Campbell Durrant, P.C. has been consulted regarding the potential of combining the Blawnox Police Department into the O'Hara Township's Police Department. The law firm also represents Blawnox Borough. Attached is a Conflict of Interest Waiver requested by Campbell Durrant, P.C., outlining measures they will implement to prevent conflicts while representing both municipalities. If acceptable, a

motion authorizing the execution of the Conflict of Interest Waiver will be included for consideration on the February 13th regular meeting agenda.

- D. Discussion of Potential Joint Recruiting, Retention, Training and Capital Purchasing with Township of O'Hara Fire Departments and Blawnox Volunteer Fire Company

As recommended by the recent Fire Study, staff reached out to local fire departments to inquire about interest in working toward a merger of fire departments. It has been suggested that the Township volunteer fire departments work with Blawnox Volunteer Fire Company in areas of recruiting, training, and capital purchases, as well as ideas for retaining volunteers.

- E. Requesting Authorization to Jointly Bid the 2024 Road Improvement Program with Fox Chapel Borough (a)

Township Engineer Chuck Steinert is requesting authorization to request bids jointly with the Borough of Fox Chapel for the 2024 Road Improvement Program to realize economies of scale. The roads to be paved included in the base bid are Alpha, Glengary, Orchard Hill and Woodland Drives, Field Club Ridge Road and a portion of Ravine Street. Alternates include a portion of River Road, Boyd Avenue, Kerrwood Road West, Greyfriar, and Kirkwall Drives, and Ravine Street. Concrete curbs within the RIDC Park will be replaced as needed. The 2024 budget allocates \$1,300,000 for the program. If acceptable, the attached proposed resolution will be included on the February 13th regular meeting agenda for consideration.

- F. Requesting Authorization to Jointly Share Engineering Inspection Services Related to the 2024 Road Improvement Program with Fox Chapel Borough (a)

Chuck Steinert is recommending joint sharing of engineering inspection services with Fox Chapel Borough for the 2024 Road Improvement Program to realize economies of scale. If acceptable, the attached proposed resolution will be included on the February 13th regular meeting agenda for consideration.

- G. Requesting Authorization to Advertise to Receive Bids for the Fox Chapel Road / Freeport Road ADA Improvements (a)

Chuck Steinert is requesting authorization to advertise to receive bids for the Fox Chapel Road / Freeport Road ADA Improvements. The improvements include new ADA accessible ramps and sidewalk along with new traffic markings. A \$50,000 Redevelopment Authority of Allegheny County (RAAC) grant was received for this project. If acceptable, the attached proposed resolution will be included for consideration on the February 13th regular meeting agenda.

- H. Requesting Authorization to Purchase Public Service Equipment (a)

Public Service Superintendent Todd Giammatteo is requesting authorization to purchase a Hotsy Pressure Washer from Cleaning Systems, Inc., Mars, PA under the Pennsylvania CoStars Contract No. 025-019, Municipal Works Vehicles Contract. The total cost of the

pressure washer is \$10,075.00 which is \$425.00 under budget. If acceptable, the attached proposed resolution will be included on the February 13th regular meeting agenda for consideration.

I. Requesting Authorization to Participate in the State Road Salt Contract (a)

Staff has recommended the Township continue to participate in the Pennsylvania Department of General Services (“DGS”) sodium chloride (road salt) contract. The Township also shares a road salt contract with the North Hills Council of Governments to maximize cost savings and ensure needed tonnage and delivery requirements are met. A new Salt Contract Participation Agreement for the upcoming 2024-2025 winter season must be executed and submitted to Pennsylvania Department of General Services by March 15, 2024. If acceptable, the attached proposed resolution will be included for consideration on the February 13th regular meeting agenda.

J. Recommending Naming of Township Recreation Partners (a)

Representatives of the Lauri Ann West Community Center and Cooper Siegel Library have requested the Township’s partnership to provide summer programs in Township parks in 2024. If acceptable, the attached proposed resolutions will be included on the February 13th regular meeting agenda for consideration.

K. Selling 40 caliber ammo to Sharpsburg

The Township Police Department is requesting permission to sell its 40 caliber ammunition to Sharpsburg Borough Police Department at cost. The Township switched to 9mm handguns in the fall of 2023. If acceptable, a motion will be included for consideration on the February 13th regular meeting agenda.

L. 2023 White Tail Deer Management Report (a)

Attached is the final 2023 White Tail Deer Harvest Report.

M. Requesting Authorization to Sell Sacco Playground Equipment on Municibid

A play structure at George Sacco Park needs to be replaced. Staff is requesting authorization to sell the play equipment through Municibid, an online auction company where the Township gets money for equipment no longer used and other municipalities and individuals have an opportunity to purchase needed equipment at a price they can afford. Auctioning equipment through Municibid has been quite lucrative. If acceptable, a motion will be included for consideration on the February 13th regular meeting agenda.

N. Requesting Authorization to Sell Two Police Vehicles on Municibid

Staff is seeking authorization to sell two police vehicles on Municibid. The vehicles to be sold are one 2020 and one 2021 Ford Police Interceptors. If acceptable, a motion authorizing the bids will be included on the February 13th regular meeting agenda for consideration.

O. Council Goals/Objectives/Priorities for 2024

Council may wish to discuss potential goals, objectives and priorities for 2024.

P. Solicitor's January 9, 2024 Invoice

Council was provided with a copy of the subject invoice for review.

Q. Proposed February 13, 2024 Regular Meeting Agenda

Council was provided with a copy of the proposed February 13th Regular Meeting Agenda for review and approval.

IV. Concerns of Council

V. Concerns of Staff

VI. Adjournment

VII. Executive Session – Labor and Legal Matters

MEINERT ESTATES

This 11.8 acre parcel is located on the north side of Dorseyville Road in O'Hara Township at 335 Dorseyville Road. The property is both the Meinert residence and used for their landscape contracting business. The residence will remain and all the landscape contracting structures will be razed. The business driveways and pads will also be removed.

Access to the rear of the property will continue via the existing 50' private right-of-way along the western property line. This 50' right-of-way will be expanded an additional 15' to accommodate any future road grading and improvements. With this subdivision the existing gravel roadway will be utilized to serve the proposed Lots 5 and 6.

The southern half of this parcel is zoned R-2 for $\frac{1}{2}$ acre single-family lots. The northern half of the parcel is zoned R-4 for $\frac{3}{4}$ acre single-family lots. The utilities to serve this proposed subdivision are currently along Dorseyville Road.

The proposed subdivision plan has 6 single-family lots. Lot 1 will include the existing Meinert home. Lots 2, 3 and 4 will face onto Dorseyville Road. These four lots will be $\frac{3}{4}$ acre or larger. Lots 5 and 6 will share the existing gravel road with the neighboring property, which is currently used for farming. It is anticipated that in the future, the farm will be developed and the existing private road will be replaced with a Township public road to serve its future lots as well as Meinert Estates' Lots 5 and 6.

In the area between Lots 5 and 6 there is an existing 24' private right-of-way that will continue intention to use or improve this right-of-way to provide a legal access to the properties to the East of Lots 5 and 6.

Per the Zoning Ordinance's definition of Lot Width, all lots must have frontage on a public street right of way. Obviously Lots 5 and 6, while easily accessed by the existing private road, do not have public road frontage. A variance has been requested from the Zoning Hearing Board to allow these two lots to be created.

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA GRANTING MINOR
SUBDIVISION APPROVAL TO THE MEINERT ESTATES PLAN OF
LOTS LOCATED ALONG DORSEYVILLE ROAD**

WHEREAS, the Township of O'Hara Planning Commission ("Planning Commission") on December 18, 2023 concluded its review of the Meinert Estates Minor Subdivision Plan ("the Plan") and recommends to the Township of O'Hara Council that Minor Subdivision Approval be granted to the Plan subject to the following condition:

1. A Maintenance Agreement shall be recorded with each deed of lots numbers five (5) and six (6) of the newly created lots and the adjacent Alan Meinert Farm for the maintenance of the common driveway easement.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Township of O'Hara hereby grants final approval to the Plan subject to the above stated condition.

NOW, THEREFORE, BE IT FURTHER RESOLVED that Final Approval of said Minor Subdivision Application does not authorize site development, the construction of buildings or structures, or the sale of lots unless and until the Plan has been recorded with the Allegheny County Recorder or Deeds as provided in the Township of O'Hara Subdivision and Land Development Ordinance; and the applicant has been issued grading, building, and/or other required permits or approvals.

RESOLVED by Council vote of ___ to ___ on this _____ day of _____, 2024.

TOWNSHIP OF O'HARA

ATTEST:

 Julie A. Jakubec, CPA, CGMA
 Township Manager

 Cassandra R. Eccles
 President of Council

Adopted _____

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA, ALLEGHENY
COUNTY, PENNSYLVANIA, AUTHORIZING PARTICIPATION WITH
FOX CHAPEL BOROUGH IN THE BIDDING OF THE 2024 ROAD
IMPROVEMENT PROGRAM**

WHEREAS, the Township of O'Hara wishes to participate in the bidding of a Road Improvement Program contract in conjunction with Fox Chapel Borough in 2024 to acquire more favorable unit costs; and

WHEREAS, such arrangements are permitted under Pennsylvania Act 180 of 1972, the Intergovernmental Cooperation Act.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Township of O'Hara authorizes the participation with Fox Chapel Borough in the bidding of the 2024 Road Improvement Program.

RESOLVED by Council vote of ___ to ___ on _____, 2024.

ATTEST

TOWNSHIP OF O'HARA

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

A RESOLUTION OF THE TOWNSHIP OF O'HARA, ALLEGHENY COUNTY, PENNSYLVANIA, AUTHORIZING THE SHARING OF ENGINEERING INSPECTION SERVICES PROVIDED BY LENNON SMITH SOULERET ENGINEERING, INC. RELATED TO THE 2024 ROAD IMPROVEMENT PROGRAM WITH FOX CHAPEL BOROUGH

WHEREAS, the Township of O'Hara wishes to share in the engineering inspection services provided by Lennon Smith Souleret Engineering, Inc. related to the 2024 Road Improvement Program with Fox Chapel Borough; and

WHEREAS, such arrangements are permitted under Pennsylvania Act 180 of 1972, the Intergovernmental Cooperation Act.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Township of O'Hara authorizes the sharing of engineering inspection services provided by Lennon Smith Souleret Engineering, Inc. related to the 2024 Road Improvement Program with Fox Chapel Borough.

RESOLVED by Council vote of ____ to ____ on _____, 2024.

ATTEST

TOWNSHIP OF O'HARA

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA AUTHORIZING AN
ADVERTISEMENT TO REQUEST BIDS FOR THE FOX CHAPEL AND
FREEPORT ROADS ADA IMPROVEMENTS PROJECT**

WHEREAS, the Township of O'Hara has proposed the Fox Chapel and Freeport Roads ADA Improvements Project; and

WHEREAS, the Township of O'Hara has proposed the construction of ADA accessible ramps and associated sidewalk with traffic markings; and

WHEREAS, the Township desires to contract for the Fox Chapel and Freeport Roads ADA Improvements Project.

NOW, THEREFORE, BE IT RESOLVED that in accordance with Section 133.02(b) of the Codified Administrative Code of the Township of O'Hara, the Council of the Township does herewith authorize the Township Manager to solicit competitive bids for the provision of the Fox Chapel and Freeport Roads ADA Improvements Project.

RESOLVED by Council vote of ___ to ___ on _____, 2024.

TOWNSHIP OF O'HARA

ATTEST:

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

Adopted _____

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA AWARDING A
CONTRACT FOR THE PURCHASE OF NEW PUBLIC SERVICE
DEPARTMENT EQUIPMENT**

WHEREAS, the Superintendent of Public Service has requested authorization to purchase one new Hotsy Pressure Washer; and

WHEREAS, the Township has the opportunity to purchase one new Hotsy Pressure Washer under the CoStars Purchasing Alliance Contract No. 025-019; and

WHEREAS, Cleaning Systems, Inc., 507 Pittsburgh Street, Mars, PA 16046 is the lowest responsible bidder under the Purchasing Program for the Pressure Washer desired by the Township; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of O'Hara that the bid for the purchase of one new Hotsy Pressure Washer, as specified, be awarded to Cleaning Systems, Inc., 507 Pittsburgh Street, Mars, PA 16046 under the CoStars Purchasing Alliance Contract for the total price of \$10,075.00.

RESOLVED by Council vote of ____ to ____ on this ____ day of _____, 2024.

TOWNSHIP OF O'HARA

ATTEST:

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

Adopted _____

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA AUTHORIZING THE
EXECUTION OF THE COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES COSTARS SALT CONTRACT
PARTICIPATION AGREEMENT**

WHEREAS, the Commonwealth of Pennsylvania enacted Act 31 of July 1971 known as the "Cooperative Purchasing Act"; and

WHEREAS, Act 31 of 1971 permits local governments to purchase materials, supplies and equipment from purchase contracts of the Commonwealth of Pennsylvania; and

WHEREAS, the Pennsylvania Department of General Services COSTARS proposes to request bids and award a contract for the purchase of sodium chloride.

NOW, THEREFORE, BE IT RESOLVED, that the Township of O'Hara requests authorization to execute the Commonwealth of Pennsylvania Department of General Services COSTARS Salt Contract Participation Agreement in order to participate in the sodium chloride bid process and contract award for the purchase of sodium chloride, subject to the following:

1. The Township of O'Hara agrees to be bound by such terms and conditions as the Pennsylvania Department of General Services COSTARS may prescribe in such bid process and contract award.
2. The Township of O'Hara will be responsible for payment directly to the awarded vendor under each purchase contract, in accordance with the terms and conditions thereof.

BE IT FURTHER RESOLVED that the Council of the Township of O'Hara authorizes the Township Manager to execute the Commonwealth of Pennsylvania Department of General Services COSTARS Salt Contract Participation Agreement.

RESOLVED by Council vote of ___ to ___ on this _____ day of _____ 2024.

TOWNSHIP OF O'HARA

ATTEST:

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

Adopted _____

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA NAMING LAURI
ANN WEST COMMUNITY CENTER AS A TOWNSHIP RECREATION
PARTNER FOR 2024**

WHEREAS, the Township of O'Hara Council wishes to offer a robust summer recreation program to its residents by naming a recreation partner to offer summer recreation activities to its residents; and

WHEREAS, The Township desires to name Lauri Ann West Community Center as a recreation partner for 2024 subject to the following conditions:

1. Act 153 clearances must be submitted for all instructors providing recreation services to minors in Township parks.
2. Township residents are to receive preferential pricing for summer recreation programs.
3. Either party may discontinue the relationship with thirty days notice.

NOW, THEREFORE, BE IT RESOLVED by Council of the Township of O'Hara that Lauri Ann West Community Center is named a Township recreation partner for 2024 subject to compliance of the conditions as set forth above by Lauri Ann West Community Center.

RESOLVED by Council vote of ___ to ___ on _____, 2024.

ATTEST:

TOWNSHIP OF O'HARA

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

Adopted _____

BILL NO. _____

RESOLUTION NO. _____

**TOWNSHIP OF O'HARA
ALLEGHENY COUNTY, PENNSYLVANIA**

**A RESOLUTION OF THE TOWNSHIP OF O'HARA NAMING COOPER
SIEGEL COMMUNITY LIBRARY AS A TOWNSHIP RECREATION
PARTNER FOR 2024**

WHEREAS, the Township of O'Hara Council wishes to offer a robust fall reading program to its residents by naming a recreation partner to offer fall story time activities to its residents; and

WHEREAS, The Township desires to name Cooper Siegel Community Library as a recreation partner for 2024 subject to the following conditions:

1. Act 153 clearances must be submitted for all instructors providing recreation services to minors in Township parks.
2. Township residents are to receive preferential pricing for recreation programs.
3. Either party may discontinue the relationship with thirty days notice.

NOW, THEREFORE, BE IT RESOLVED by Council of the Township of O'Hara that Cooper Siegel Community Library is named a Township recreation partner for 2024 subject to compliance of the conditions as set forth above by Cooper Siegel Community Library.

RESOLVED by Council vote of ___ to ___ on _____, 2024.

ATTEST:

TOWNSHIP OF O'HARA

Julie A. Jakubec, CPA, CGMA
Township Manager

Cassandra R. Eccles
President of Council

Adopted _____

**TOWNSHIP OF O'HARA
COUNCIL REGULAR MEETING
FEBRUARY 13, 2024
PROPOSED AGENDA
7:00 P.M.**

I. OPENING PROCEDURES

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

II. MINUTES

- A. Council Organizational Meeting – January 3, 2024
- B. Council Workshop – January 3, 2024
- C. Council Regular Meeting – January 9, 2024
- D. Council Special Meeting – January 20, 2024

III. FINANCE

- A. Vouchers – January 2024
- B. Receipts and Expenditures Records – December 2023
- C. Treasurer's Report

IV. REPORTS

- A. Other Organizations and Agencies Reports
- B. Monthly Departmental Reports
- C. Manager's Report

V. NEW BUSINESS

- A. Resolutions
 - (1) Granting Minor Subdivision Approval to the Meinert Estates
 - (2) Authorizing the Joint Bidding of the 2024 Road Improvement Program with Fox Chapel Borough
 - (3) Authorizing the Joint Sharing of Engineering Inspection Services with Fox Chapel Borough Related to the 2024 Road Improvement Program
 - (4) Authorizing the Advertising to Receive Bids for the Freeport Road / Fox Chapel Road ADA Improvements
 - (5) Authorizing the Purchase of Public Service Department Equipment

- (6) Authorizing the Execution of a Participation Agreement with Pennsylvania Department of General Services for the Purchase of Sodium Chloride for the 2024-2025 Winter Season
- (7) Recognizing the Lauri Ann West Community Center as a Township Recreation Partner
- (8) Recognizing the Cooper Siegel Library as a Township Recreation Partner

B. Motions

- (1) Authorizing the Execution of a Conflict of Interest Waiver with Campbell Durrant, P.C.
- (2) Authorizing the Sale of Sacco Playground Equipment on Municibid
- (3) Authorizing the Sale of Two Police Vehicles on Municibid
- (4) Authorizing the Sale of 40 Caliber Ammunition to Sharpsburg Borough Police Department

VI. CITIZENS COMMENTS CONCERNING NON-AGENDA ITEMS

VII. CONCERNS OF COUNCIL

VIII. CONCERNS OF STAFF

IX. ADJOURNMENT

X. EXECUTIVE SESSION – LABOR AND LEGAL MATTERS