

**TOWNSHIP OF O'HARA  
COUNCIL WORKSHOP  
APRIL 5, 2022  
7:00 P.M.  
AGENDA**

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I. Opening Procedures

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

II. Visitor

- A. Presentation by Mosites – R-47 Proposed Development

Representatives of Mosites will be in attendance to present the current development plan for the R-47 site.

III. Citizen Comments Concerning Non-Agenda Items

IV. Review and Discussion

- A. Update on the 2022 Road Improvement Program Contract

Bids for the 2022 Road Improvement Program will be opened Thursday, April 7, 2022 by Fox Chapel Borough staff. Upon review of the bids, staff will provide a recommendation for awarding the bid for the 2022 road improvement program. The Township roads included for milling and resurfacing are Emily Drive, Farmington Road, Field Club Road, Jordan Avenue (North), Kappa Drive, Papercraft Avenue, Westchester Drive and Westchester Place. Alternates include Alpha Drive, Glen Brook Drive, Maurers Lane, and W. Marshall Drive. If acceptable, and time allows for proper review, a resolution will be included for consideration on the April 12<sup>th</sup> regular meeting agenda.

- B. Recommending Acceptance of Spring Commodities Bids Received by the South Hills Council of Governments Purchasing Alliance (a)

The South Hills Area Council of Governments opened bids received for its spring commodities contracts on March 17<sup>th</sup>. Staff is requesting authorization to accept the bids in order to secure the quoted prices on an as needed basis. If acceptable, the attached proposed resolution will be included on the April 12<sup>th</sup> regular meeting agenda for consideration.

- C. Recommending Awarding a Contract for the Epsilon Stormwater Retention Facility Project (a)

Attached is a memo from Township Engineer Chuck Steinert recommending the Township piggyback on the Allegheny County Contract No. 8493 for the construction of the Epsilon stormwater retention facility. It is recommended the contract be awarded to Pugliano

Construction Co., Inc. in the amount of \$736,981.00, contingent on receipt of needed signed easements. If acceptable, the attached proposed resolution will be included on the April 12<sup>th</sup> regular meeting agenda for consideration.

D. Requesting Authorization to Purchase Public Service Department Equipment (a)

Attached is a memo from Public Service Superintendent Loren Kephart requesting authorization to purchase two new 2022 Dinkmar Manufacturing Leaf Master Leaf Vacuums, as specified, from U.S. Municipal of Huntingdon, PA, by piggy backing on the Pennsylvania CoStars Contract No. 025-019. The total cost for the two leaf vacuums is \$160,310, which is \$17,440 below budget. If acceptable, the attached proposed resolution will be included for consideration on the April 12<sup>th</sup> regular meeting agenda.

E. Application for Banner Community Status (a)

Part of the requirements for the Township to be considered a “Banner Community” include promoting local government. The Township provides for the health, safety, and welfare of the general public, as well as educational programs, including but not limited to preserving the ecosystem, storm water management, and recycling. Township staff and Councilmembers communicate openly with Township residents through traditional means and social media. If acceptable the attached proposed proclamation will be included for consideration on the April 12<sup>th</sup> regular meeting agenda.

F. Properties not Connected to Saxonburg Sanitary Sewer System

During the March 1<sup>st</sup> Workshop Council discussed options to address the ten properties that have not yet connected to the Saxonburg Sanitary Sewer System. Continued discussion is requested.

G. Update on Process and Procedures for Redistricting Township Wards and Districts

Mr. Denny, Ms. Eccles and Mr. Hammill were appointed to spearhead the Adhoc Committee for reapportioning the Township Wards and Districts. It is suggested that Staff will provide a verbal update.

H. Consideration of Contribution to Cooper Siegel Library (a)

Ms. Jill McConnell, Executive Director of the library has responded to Council’s questions. Her responses are attached. The Library has requested equitable support from the communities served by the library. The Township was asked to begin contributing \$2.50 per resident by the end of 2022, resulting in \$22,230 for the library, and continue to increase the contribution to get to \$5.00 per resident by the end of 2025, resulting in \$44,460 for the library. Vice President Eccles provided information to Council during the March 8<sup>th</sup> regular meeting regarding the Cooper Siegel Library and the Sharpsburg Library Branch. During the 2022 Budget review, Council agreed to leave the allocation in the budget as a place holder and discuss with the 2022 Council.

I. Solicitor's March 15, 2022 Invoice

The subject invoice is provided to Council for review.

J. Proposed April 12, 2022 Regular Meeting Agenda (a)

Attached is the proposed April 12, 2022 Regular Meeting Agenda for Council's review and approval.

IV. Concerns of Council

V. Concerns of Staff

VI. Adjournment

VII. Executive Session – Labor and Legal Matters

## INVITATION TO BID

### SHACOG PURCHASING ALLIANCE

Sealed bids will be received by the SHACOG Purchasing Alliance until 2:00 PM on Thursday, March 10, 2022 at the offices of the South Hills Area Council of Governments (SHACOG), to be publicly opened and read immediately thereafter, for the following commodities:

1. Road Aggregates
2. Liquid Asphalt
3. Bituminous Surfacing Materials
4. Traffic Paint
5. Line Painting
6. Reflective Glass Beads
7. Guide Rails and Posts, Components and Installed
8. Traffic Signs and Sign Posts
9. Thermoplastic Pavement Markings
10. Frames, Rings & Grates – Cast Iron and Steel
11. Precast Concrete Inlets and Risers
12. Manhole Inserts
13. Corrugated Metal Pipe
14. Plastic Pipe
15. Swimming Pool Chemicals
16. Wastewater Treatment Chemicals
17. Fertilizers
18. Weed Killer
19. Ballfield Mixture
20. Top Soil
21. Hardwood Bark Mulch
22. Wood Carpet
23. Mushroom Compost
24. Portable Toilet Rental Service

Vendors must pay the annual administrative fee to be registered with the SHACOG Purchasing Alliance to access and submit the bids. Directions on how to register, access the General Instructions to Bidders, Specifications, Official Proposal Forms and submit the bids may be obtained from the SHACOG office, 2600 Old Greentree Road, Carnegie, PA 15106, 412-429-1130, [sue.dawson@shacog.com](mailto:sue.dawson@shacog.com).

All bids must be prepared online and then printed and submitted in written form in a sealed envelope addressed to the "SHACOG Purchasing Alliance" and have the words "PROPOSAL FOR "\_\_\_" marked on the outside of the envelope. Bidders are invited to submit proposals on any or all commodities but each commodity bid must be submitted in a separate sealed and marked envelope. Unless stated otherwise, each bid must be accompanied by a CERTIFIED CHECK, CASHIER'S CHECK, or BID BOND in the amount of ONE THOUSAND (\$1,000.00) DOLLARS and made payable to the "SHACOG Purchasing Alliance and Its Participating Municipalities."

The governing bodies of the member municipalities reserve the right to reject any or all bids or to waive any minor discrepancies in the bid or specifications when deemed to be in the best interest of the municipality.

Stanley Louis Gorski  
SHACOG Purchasing Alliance

BILL NO. \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

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

**A RESOLUTION OF THE TOWNSHIP OF O'HARA AUTHORIZING THE  
AWARD OF SPRING COMMODITIES BIDS RECEIVED BY THE SOUTH  
HILLS AREA COUNCIL OF GOVERNMENTS**

**WHEREAS**, the South Hills Area Council of Governments opened bids received for Spring Commodities on March 17, 2022, which include road surface materials, road paint, guide rails, manhole inserts, plastic and corrugated metal pipes, top soil, fertilizers, wood carpet, portable toilet rental service and other items; and

**WHEREAS**, upon review of the bids, it has been determined that the bids received by the South Hills Area Council of Governments are the lowest and most responsible bidders.

**NOW, THEREFORE BE IT RESOLVED** that the bids received by the South Hills Area Council of Governments for Spring Commodities are awarded based on the attached list of bid unit prices.

**RESOLVED BY** Council vote of \_\_\_ to \_\_\_ on \_\_\_\_\_, 2022.

TOWNSHIP OF O'HARA

ATTEST:

\_\_\_\_\_  
Julie A. Jakubec, CPA, CGMA  
Township Manager

\_\_\_\_\_  
Robert John Smith  
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 CONSTRUCTION OF THE EPSILON  
STORMWATER FACILITY PROJECT**

**WHEREAS**, the Township Engineer has recommended the construction of a stormwater facility along Epsilon Drive; and

**WHEREAS**, the Township has the opportunity to contract with Pugliano Construction Co., Inc. under County of Allegheny Contract Number 8493 dated July 22, 2021; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of O'Hara that the contract in the amount of \$736,981.00 be awarded to Pugliano Construction Co., Inc. for the Epsilon Stormwater Facility Project, subject to the Township obtaining all required easements necessary for the project in a form acceptable to the Township Solicitor.

**BE IT FURTHER RESOLVED** that the Township Manager is authorized to execute said contract with Pugliano Construction Co., Inc. for the Epsilon Stormwater Facility Project.

**RESOLVED** by Council vote of \_\_\_ to \_\_\_ this \_\_\_ day of \_\_\_\_\_, 2022.

TOWNSHIP OF O'HARA

ATTEST:

\_\_\_\_\_  
Julie A. Jakubec, CPA, CGMA  
Township Manager

\_\_\_\_\_  
Robert John Smith  
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**

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**WHEREAS**, the Superintendent of Public Service has indicated that the useful service of the Township's two (2) Leaf Loaders have diminished and should be replaced; and

**WHEREAS**, the Township has the opportunity to purchase two new 2022 Dinkmar Manufacturing Leaf Master Leaf Vacuums under the CoStars Purchasing Alliance Contract No. 025-019; and

**WHEREAS**, U.S. Municipal, 10583 Raystown Road, Huntingdon, PA 16652 is the lowest responsible bidder under the Purchasing Program for the Leaf Vacuums desired by the Township.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of O'Hara that the bid for the purchase of two (2) new 2022 Dinkmar Manufacturing Leaf Master Leaf Vacuums, as specified, be awarded to U.S. Municipal, Huntingdon, PA 16652 under the CoStars Purchasing Alliance Contract for the total price of \$160,310.00.

**RESOLVED** by Council vote of \_\_\_ to \_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

TOWNSHIP OF O'HARA

ATTEST:

\_\_\_\_\_  
Julie A. Jakubec, CPA, CGMA  
Township Manager

\_\_\_\_\_  
Robert John Smith  
President of Council

Adopted \_\_\_\_\_



# Township of O'Hara

325 Fox Chapel Road • Pittsburgh, PA 15238 • Telephone: 412-782-1400 • Fax: 412-782-4530

## OFFICIAL PROCLAMATION

### RECOGNIZING LOCAL GOVERNMENT

*WHEREAS, local government is a branch of government responsible for ensuring the health, safety and welfare of the general public; and*

*WHEREAS, the Township of O'Hara provides for police and fire protective services as well as emergency medical response; and*

*WHEREAS, the Township of O'Hara has successfully received various grand funds for multiple community projects, enabling tax revenue stability; and*

*WHEREAS, the Township of O'Hara promotes the preservation of the ecosystem through glass and hazardous household waste recycling, redirection of storm water to rain barrels, rain gardens, vegetated swales, detention ponds and porous pavers; and*

*WHEREAS, the Township of O'Hara elected officials and staff openly communicate with local residents through email, telephone, correspondence, Newsletters, Nixle, Twitter, Facebook, and Call Fire to alert residents of potential health and safety issues; and*

*WHEREAS, the Township of O'Hara is an exemplary model for local government due to its professional staff, dedicated Councilmembers, and valuable contributions made by citizens serving the community on various Boards, Commissions and Committees.*

*NOW, THEREFORE, BE IT RESOLVED, that I, Robert John Smith, President of Council, on behalf of the entire Township of O'Hara Council, on this day, the \_\_\_ day of \_\_\_ in the year 2022, do hereby recognize and commend local government efforts which are vital to the citizens and community.*

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Robert John Smith  
President of Council



Jill-

Township of O'Hara 2022 Council has a few questions to ask about the libraries:

1. With the combining of the Cooper Siegel Library and Sharpsburg Branch budgets, are any more resources being directed to the Sharpsburg Branch?

All funding is now directed to both locations equally.

2. Are contributions from other municipalities going to be non-supplanting gifts?

No, there should be no reduction in other municipalities' contributions as a result of O'Hara's contribution.

3. How many O'Hara Township residents use the Sharpsburg Branch of the Cooper Siegel Library?

718 O'Hara residents attended branch programs in 2021. That was 8% of the total branch program attendance. A total of 6,498 items were borrowed, returned, renewed or put on hold at the branch by O'Hara residents in 2021. That was 16% of the total circulation activity at the branch.

I am unable to give you the total number of residents who borrowed or returned items at the branch since that data is not stored for privacy reasons.

4. Why do the hours of operation differ between the Sharpsburg Branch and the Cooper Siegel Library?

The branch is not open as many hours as the main location due to budgeting constraints and the actual needs of the community. There has been consideration of expanding the branch's operating hours to include being open on Fridays. However, based on the community's usage of the branch, there is no indication that the branch needs to be open longer on any of the days it is currently open or to be open on Sundays.

5. How many computers with internet access are available at the Sharpsburg Branch?

The branch has eight public computers.

6. What percentage of the time are computers being used daily?

The computers are used approximately 77% of the time that the library is open.

7. Will there be an effort to increase marketing for the Sharpsburg Branch in 2022? If yes, what will be the methods of outreach and marketing?

All information about the branch and its programs and services is on our website. We include the branch's programs in our weekly e-newsletter that goes out to over 6,000 subscribers. The branch has its own Facebook page and our newly rehired Children's Coordinator plans to revive the branch's Instagram account.

8. From the website, the municipal representation on the Board of Trustees cannot be determined. How many Board members are from other municipalities than Fox Chapel?

Four of our board members are from other municipalities that we serve: one is from Aspinwall, one is from Indiana Township, one is from O'Hara Township and one is from Sharpsburg.

9. If the requested amount of money is given, is there a possibility that additional representatives from the gifting municipality could be added to the Board (it is understood bylaws may need changed)?

We are prohibited by the Commonwealth to increase the size of our governing board of trustees. However, we can have as many advisory and committee members as we like. We could discuss the possibility of creating an advisory board with additional members from contributing municipalities.

10. Is it possible to create history displays in both the Sharpsburg Branch and Cooper Siegel Library?

The Sharpsburg Historical Commission is already working with the branch to install a display case there for historical items. There is some potential for a wall display as part of the lower level renovation at Cooper-Siegel.

**TOWNSHIP OF O'HARA  
COUNCIL REGULAR MEETING  
APRIL 12, 2022  
7:00 P.M.  
PROPOSED AGENDA**

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I. OPENING PROCEDURES

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

II. MINUTES

- A. Council Workshop – March 1, 2022
- B. Council Regular Meeting – March 8, 2022

III. FINANCE

- A. Vouchers – March 2022
- B. Receipts and Expenditures Records – February 2022
- C. Treasurer's Report

IV. REPORTS

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

V. NEW BUSINESS

- A. Proclamation
  - (1) Recognizing Local Government
- B. Resolutions
  - (1) Recommending Awarding of the 2022 Road Improvement Program Contract
  - (2) Accepting the Spring Commodities Bids Received by the South Hills Council of Governments Purchasing Alliance
  - (3) Awarding a Contract for the Epsilon Stormwater Retention Facility Project
  - (4) Authorizing the Purchase Public Service Department Equipment

Proposed Agenda  
April 12, 2022  
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VII. COMMUNICATIONS

- A. Citizens
- B. Council
- C. Staff

VIII. ADJOURNMENT

IX. EXECUTIVE SESSION – LEGAL AND LABOR MATTERS