

**TOWNSHIP OF O'HARA  
COUNCIL  
VIRTUAL REGULAR MEETING MINUTES  
JULY 14, 2020**

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**I. OPENING PROCEDURES**

- A. Call to Order by President Smith at 7:02 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; Allison Berger, Fourth Ward; Cassandra Eccles, Fifth Ward; John R. Denny, Jr., At-Large

Absent: Scott Frankowski, Third Ward

Also Present: Ted Curran, Treasurer; Julie A. Jakubec, CPA, CGMA, Township Manager; Brendan Lucas, Township Solicitor; Charles W. Steinert, Jr., P.E., Township Engineer; Loren R. Kephart, Public Service Superintendent, Ben Wolfson, Police Sergeant; Cathy Bubas, Manager's Secretary

The Manager read a statement related to virtual meeting procedures and participation in the meeting.

President Smith noted the items on the agenda were previously discussed during the July 7<sup>th</sup> Council workshop.

**II. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS**

Mr. Richard Heath, Fox Pointe Drive, noted the lack of view at the bottom of Brownhill Road, to the right. Mr. Steinert, Jr., P.E. was aware of the situation and would be contacting the property owner.

Ms. Lisa Mitten, a Native American of the Mohawk Tribe, expressed support for changing the names of Squaw Valley Park, Squaw Run Stream and streets. Manager Jakubec explained the topic of changing the park name is scheduled for discussion with the Parks and Recreation Commission on July 22<sup>nd</sup> at 7:00 p.m. The Parks and Recreation Commission will provide a recommendation to Council for consideration. She noted changing the name of the stream would be more difficult, and recalled it took four years to name an unnamed tributary.

Vice President Vogel asked Ms. Mitten if she knew of a complimentary name for a young Indian woman.

Ms. Michele Leonard, a Native American and elder to the Council of Three Rivers American Indian Center, has had to live on Squaw Run Road in Fox Chapel Borough for over 30 years. She impressed on Council to change the denigrating name, and indicated another name for a young Indian woman may be hurtful to another group.

Mr. Miguel Sague, a member of the Board of Directors for the Council of Three Rivers American Indian Center, which is located in Indiana Township, acknowledged there is some influence of Squaw Run in Indiana Township. As a result, the Council has taken an interest in the matter and supports Ms. Leonard's efforts.

Ms. Ann Sokalski, Fox Ridge Farms Road, thanked the Manager, Engineer and Council for helping with a storm water matter and for creating the Police Officer liaison position. She also supported changing the park name.

Ms. Cindy Harris, Fox Pointe Drive, also supported changing the names of the park, road and stream.

Ms. Becca Tobe, Ms. Liz Voltz, Ms. Marla Werner, Kayla Portis, and Ms. Mandy Steel also supported changing the name of the park. Ms. Steele also encouraged interested participants to attend the Parks meeting.

President Smith stated Township Council only has authority to change the name of the park. He also stated that Council anticipates receiving a recommendation from the Township Parks and Recreation Commission at their July meeting and that Council would most likely take action on the name change at an August meeting.

### III. APPROVAL OF MINUTES

#### A. Council Combined Workshop and Regular Meeting – June 9, 2020

Motion by Mr. Stewart to approve the minutes as presented was seconded by Vice President Vogel and carried unanimously.

### IV. FINANCE

#### A. Vouchers – June 2020

Motion by Mr. Denny, Jr. to approve the vouchers as presented was seconded by Vice President Vogel.

Mr. Stewart commented about the very large amounts of money paid to ALCOSAN. He did not think there was anything the Township could do about it, except for the fact that if everyone starts managing their stormwater, but questioned if it would have an effect on the ALCOSAN bill. Manager Jakubec explained managing storm water does, to some extent. She noted ALCOSAN has wet weather overflows because of stormwater that makes its way into the sanitary system. Properly managing our storm water, and being a separate sewer community, keeps the wet weather overflows down. A part of the sewer bill in O'Hara Township is a part that residents pay to the Township and there is a part that the Township pays on behalf of our residents to ALCOSAN. It is paid by the residents to the Township and given to ALCOSAN. The Manager noted ALCOSAN's rates have gone up substantially over the past few years. Managing stormwater does assist with keeping the wet weather overflows down.

On voice vote the motion carried unanimously.

B. Receipts and Expenditures Records – May 2020

Motion by Vice President Vogel to accept the receipts and expenditures records as presented was seconded by Mr. Denny, Jr. and carried unanimously.

Treasurer Curran stated the Township finances are in order. He noted the Township audit was strong. Treasurer Curran stated the deadline to file taxes was extended, and noted concerns of uncertainty related to earned income tax. He is impressed by staff's efforts to save money.

V. REPORTS

A. Other Organizations and Agencies Reports

Treasurer Curran reported on the North Hills Council of Governments, noting Lynn Eckland is the new Executive Director.

Mr. Stewart had spoken with a member of the RIDC Alliance and was asked to convey a request to do what we can to patch the bottom of Alpha Drive.

B. Monthly Departmental Reports

Ms. Eccles questioned the amount of the grant for the Powers Run project. Mr. Steinert, Jr., P.E. stated the cost estimate has not yet been determined.

Mr. Stewart asked if the Comprehensive Report was online yet. Manager Jakubec stated Joyce is working on it.

Treasurer Curran recalled discussions about how much money to keep in reserves to keep the same level of services.

Ms. Berger noted the Fox Chapel School Board voted to remove the School Resource Officer and questioned how it may impact communication, and if the School District Police could handle a situation. Sergeant Wolfson stated they are working with the school district and the responsibilities they had. It is a work in progress. He hoped to have it worked out before the kids go back. Sergeant Wolfson did not anticipate any issues with communications. President Smith asked if the Township would provide Police for the football games. Sergeant Wolfson indicated the Director reached out for services for games. Mr. Denny, Jr. questioned how long the School Resource Officer has been at the High School. Manager Jakubec indicated as long as she has been with the Township. The school district paid half of the School Resource Officer's salary, who will not be a full time Patrol Officer. She noted one officer is retiring, so they will not be replaced. Treasurer Curran suggested a goal to limit overtime.

Mr. Stewart asked if any residents had connected to the new sanitary sewer lines. Manager Jakubec stated some Saxonburg Boulevard residents have connected. A Zoom meeting is scheduled with the Village Drive-Dorseyville Road residents.

Mr. Stewart indicated the description for the Powers Run project sounds worse than anticipated and questioned the timing to complete the project. Mr. Steinert, Jr., P.E. stated Lennon Smith

Souleret Engineers are helping with a third temporary fix, which is why the Township is applying for the grant. The pipe would be washed out and the manhole by the stream would be gone.

C. Manager's Report

No comments.

VI. NEW BUSINESS

A. Ordinances – Introduction for First Reading

(1) Enacting a Storm Water System User Fee B-27-2020

Manager Jakubec stated Lennon Smith Souleret Engineers, Inc. presented information to Council, residents and businesses at prior meetings. Based on discussion during the July 7<sup>th</sup> Workshop, the information packet has been amended to include more information about storm water reduction.

Motion by Mr. Denny, Jr. to introduce ordinance Bill No. B-27-2020 was seconded by Mr. Stewart.

Council and staff reviewed 'Definitions'. They also discussed billing and who would perform inspections. Comments and needed clarifications were noted.

On voice vote the motion carried unanimously.

(2) Adopting Interest, Penalties and a Schedule of Attorney Fees B-28-2020  
in Connection with the Collection of Taxes, Tax Claims,  
Tax Liens, Municipal Claims and Municipal Liens, and  
Schedule of Charges, Expenses and Fees, and Repealing  
Any Other Ordinances Inconsistent Relating to a Schedule of  
Attorney Fees

The Manager stated the proposed storm water system user fee ordinance provides for the collection of penalties and fees associated with delinquent payments. This ordinance updates the schedule of fees in connection with the collection of everything Jordan Tax collects for the Township, as recommended by the Solicitor since it is referred to in the storm water system user fee ordinance.

Motion by Ms. Eccles to introduce ordinance Bill No. B-28-2020 was seconded by Mr. Stewart.

Mr. Stewart questioned if the 10% penalty accrues if a resident falls into arrears. The Manager explained the resident would have to pay what is owed to the Township plus fees. She stated Jordan Tax works with residents before going that route. Any delinquent fees are cleared when the property sells.

On voice vote the motion carried unanimously.

(3) Adopting the Township Street Map

B-29-2020

Manager Jakubec stated the Township Street Map has been updated to include new streets/roads as a result of new developments over the years, and roads renamed as a result of postal delivery issues. The unofficial street map has been posted to the Township website for public review.

Motion by Mr. Stewart to introduce for first reading ordinance Bill No. B-29-2020 was seconded by Vice President Vogel and carried unanimously.

(4) Adopting the Township Zoning Map

B-30-2020

The Manager explained as a result of the Restated Township Zoning Ordinance adopted in January 2020, the zoning map has been updated to indicate the new R-4 zoning district and other zoning changes. The unofficial zoning map has been posted to the Township website for public review.

Motion by Ms. Eccles to introduce for first reading ordinance Bill No. B-30-2020 was seconded by Ms. Berger and carried unanimously.

(5) Amending the Clerical Pension

B-31-2020

Manager Jakubec stated the Clerical Labor Agreement was ratified by Council during the January 6, 2020 workshop. Negotiations resulted in a change to the pension multiplier to 1.35. The Clerical Pension needs to be amended to reflect the negotiated pension multiplier.

Motion by Ms. Eccles to introduce for first reading ordinance Bill No. B-3-2020 was seconded by Mr. Stewart and carried unanimously.

B. Resolutions

(1) Awarding a Contract for the 2020 Road Improvement Program B-32-2020

The Manager referenced a memo from Township Engineer Chuck Steinert, Jr., P.E. recommending awarding a portion of the 2020 Road Improvement Program contract to Tresco Paving in the amount of \$275,855. The roads included in the contract are Harding Road, Grove Street, a portion Alleyne Drive, Oakhurst Road and a portion of Alpha Drive at Freeport Road. Alternates will be considered pending review of second quarter tax revenue received.

Motion by Mr. Stewart to approve resolution Bill No. B-32-2020 was seconded by Vice President Vogel and carried unanimously.

(2) Authorizing the Purchase of a Police Vehicle

B-33-2020

Manager Jakubec recalled one of the Township police cars was involved in an accident that caused damage to the driver's side and deployed the airbags. The insurance company is totaling the car and the Township will receive \$25,656 for the vehicle from the other individual's insurance. It has been requested that the unmarked police vehicle be replaced with this money and remaining funds in the Police budget.

Motion by Vice President Vogel to approve resolution Bill No. B-33-2020 was seconded by Ms. Berger and carried unanimously.

(3) Reapproving the Wlodarski Minor Subdivision Plan B-34-2020

The Manager explained staff received a request for reapproval of the Wlodarski-Dorseyville Minor Subdivision Plan because the Plan could not be recorded with Allegheny County due to the COVID-19 Pandemic. The one condition concerning a property dispute has subsequently been resolved.

Motion by Mr. Stewart to approve resolution Bill No. B-34-2020 was seconded by Vice President Vogel and carried unanimously.

(4) Authorizing the Filing of a Grant Application with Allegheny County Sanitary Authority Green Revitalization of Our Waterways Program for the Powers Run Sanitary Sewer Project B-35-2020

The Manager stated staff is seeking Council's authorization to submit a grant application with ALCOSAN under the GROW Program for the Powers Run Sanitary Sewer Project.

Motion by Mr. Denny, Jr. to approve resolution Bill No. B-35-2020 was seconded by Mr. Stewart and carried unanimously.

C. Motions

(1) Waiving Penalties for Real Estate Taxes to December 31, 2020

Manager Jakubec stated as a result of the COVID-19 Pandemic and its effects, staff is recommending waiving penalties on 2020 real estate taxes to December 31<sup>st</sup> to help residents and businesses who were effected by COVID-19 closings.

Motion by Vice President Vogel to waive penalties on 2020 real estate taxes to December 31, 2020 was seconded by Ms. Berger.

Mr. Stewart questioned the effect it could have on revenue. The Manager stated most people pay the tax at the discount rate. This would just give people who are struggling financially a little more time to pay.

On voice vote the motion carried unanimously.

(2) Creating a Community Liaison Officer Program

The Manager referenced an amended proposal based on Council comments for the creation of a Community Liaison Officer Program with the Township Police Department. The intent of the program is to develop relationships with and engage ethnic and culturally-specific communities to foster cooperation, understanding, and free flow of conversation, ideas and opinions.

Motion by Mr. Denny, Jr. to create a Community Liaison Officer Program within the Police Department was seconded by Ms. Berger.

Mr. Stewart asked if the position would be filled by an existing Officer, which the Manager confirmed. Sergeant Wolfson added that he has ideas of who would be right for the position.

Mr. Denny, Jr. thought it a great idea and applauded the Police Department for moving in this direction.

On voice vote the motion carried unanimously.

(3) Adopting a Social Media Comment on Township Social Media Sites Policy

Manager Jakubec explained the goal of the proposed Social Media Policy is to provide a helpful medium that is conducive to real-time discussions and useful feedback. The Township social media pages allow public interaction in the form of comments. While comments will not be edited by Township personnel, a comment may be deleted if it is deemed to violate this policy.

Motion by Mr. Stewart to implement the subject Policy was seconded by Vice President Vogel.

Mr. Denny, Jr. asked if the Policy would be posted on the Township website and social media sites, which the Manager confirmed.

On voice vote the motion carried unanimously.

(4) Appointing Volunteer Residents to Serve on the Long Range Comprehensive Plan Review Committee

The Manager recalled Council previously appointed Rob Richman, Matt Evans, and Christian Pegher to serve on the Committee. Staff has confirmed those individuals' continued interest. Joe Zgurzynski and Chuck Bleil of the Planning Commission have also been appointed to serve on the Committee. Emily Glick and George Beluk have submitted letters of interest to serve on the Committee, and Cindy Harris and Doug Zaenger expressed interest in serving on the Committee at prior Council meetings. A motion will be needed if Council wishes to appoint the additional volunteers to the committee.

Motion by Mr. Stewart to appoint Emily Glick, George Beluk, Cindy Harris and Doug Zaenger to serve on the Long Range Comprehensive Plan Review Committee, was seconded by Mr. Denny, Jr.

Mr. Denny, Jr. questioned if the list of members for the committee includes the diversity Council is seeking. Manager Jakubec stated Council could add individuals to serve on the committee. She had not met these resident volunteers. She also noted that she, Mr. Steinert, Jr., P.E. and a member of Council would also participate on the committee. The Manager noted it is a lengthy process.

On voice vote the motion carried unanimously.

## VII. CONCERNS OF COUNCIL

Mr. Stewart commended the Township Engineer for addressing residents' concerns pertaining to storm water and finding a sanitary sewer issue.

Mr. Stewart asked if anyone had information about the name changes that Council has control over. Manager Jakubec stated she pulled the paper work from when Cox Town Run was named, which took the USGA four years to process, and shared the information to Ms. Steel. President Smith indicated the process to rename a stream may not be the same, and suggested the Fox Chapel Group to research on their own.

## VIII. CONCERNS OF STAFF

The Manager stated the County has announced that the Township is eligible for COVID-19 reimbursement through the CARES Act, up to \$120,000. She would attend training on what is eligible for reimbursement and the application process. The next form of reimbursement would be through FEMA and PEMA, which are funders of last resort. She would try to maximize the amount of reimbursement for PPE and other COVID-19 related expenditures.

Manager Jakubec requested Council to remain after the meeting for an Executive Session to discuss a labor matter.

## IX. ADJOURNMENT

Motion by Vice President Vogel to adjourn the meeting was seconded by Mr. Denny, Jr. and carried unanimously. The meeting adjourned at 8:30 p.m. and Council proceeded into Executive Session.

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Cathy Bubas, Manager's Secretary

Attachment(s): Attendance Sheet(s)