

TOWNSHIP OF O'HARA
COUNCIL VIRTUAL WORKSHOP MINUTES
JULY 7, 2020

I. OPENING PROCEDURES

- A. Call to Order by President Smith at 7:05 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; Scott Frankowski, Third Ward; Allison Berger, Fourth Ward

Absent: George H. Stewart, Second Ward; Cassandra Eccles, Fifth Ward; John R. Denny, Jr., At-Large

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

Manager Jakubec noted Ms. Eccles had a business commitment and Mr. Denny, Jr. was out of town.

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

II. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS

No comments.

III. REVIEW AND DISCUSSION

- A. Proposed Ordinance Enacting a Storm Water System User Fee

Manager Jakubec recalled Lennon Smith Souleret Engineers, Inc. presented information to Council at their March 10th public meeting and again to Council and Township residents and businesses during a Special Town Hall Meeting on June 30th regarding a proposed storm water system user fee ordinance and an application for the storm water credit. The storm water credit application encompasses comments received at the June 30th Town Hall Meeting.

Treasurer Curran noted concerns of water runoff in critical areas and the need to manage and maintain the storm water system.

President Smith stated it is more equitable to enact a fee versus a tax, as a fee is user-based.

Manager Jakubec referenced a draft application for the storm water credit, which was reviewed by Lennon Smith Souleret. A storm water guide included information on various types of storm water management controls. However, if a property owner has another idea, the Manager suggested the

meet with staff to discuss, and the idea may be eligible for a storm water fee credit. It was noted the maximum credit will be 50% of the fee.

President Smith suggested including more information about reducing pollutants. He did not support granting a credit for a storm water management facility that had been put in as a requirement of a construction project. Vice President Vogel disagreed, noting if the property owner can demonstrate that the facility works, they should receive a credit. It was inspected when it was put in. President Smith questioned how staff would know the facility was properly maintained.

Treasurer Curran suggested the Township do what they can to reduce water runoff, and not penalize anyone.

Mr. Ilya Goldin noted the administration of the fee requires inspections, and suggested credits for the fee be given on an honor basis. The credit could be awarded with spot inspections. Ms. Cindy Harris agreed, noting if the storm water management facility works now it should receive a credit. It was inspected when installed, and photos of the installation had to be provided.

President Smith noted the idea for the storm water system user fee is to get money for things the Township needs to do. Vice President Vogel stated RIDC properties will still have to pay at least 50% of the fee, and the Township will collect the fee from everyone that has impervious surface.

Ms. Berger agreed with Vice President Vogel, noting it does not seem fair if you had to install a storm water management facility and do not get a credit.

Mr. Steinert, Jr., P.E. believed staff would be able to inspect the storm water management facilities. He noted rock sumps have access to inspect to determine if it has been maintained. Manager Jakubec noted commercial underground tanks require annual documentation.

President Smith questioned the formula for determining the amount of credit for each type of storm water management system. Manager Jakubec stated Lennon Smith Souleret has a mechanism per type.

President Smith stated residents should be required to sign a storm water maintenance agreement, whether the storm water management facility was installed individually or collaboratively.

Manager Jakubec read a question that was texted, "Is this to raise money or reduce storm water?" She answered, "Both."

Ms. Berger questioned what category Townhouses would fall under, which Mr. Steinert, Jr., P.E. and Manager Jakubec indicated Single Family Residential.

Mr. Gilden requested a collation of the comments from the meeting, which Mr. Steinert, Jr., P.E. indicated he would email.

B. Proposed Ordinance Adopting the Township Street Map

Manager Jakubec stated staff has updated the Township Street Map 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. The consensus of Council was to include the ordinance for consideration on the July 14th regular meeting agenda.

C. Proposed Ordinance Adopting the Township Zoning Map

The Manager recalled since the Township Zoning Ordinance was restated and 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.

The consensus of Council was to include the ordinance on the July 14th regular meeting agenda for consideration.

D. Proposed Ordinance Amending the Clerical Pension Plan

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. The Clerical Pension needs to be amended to reflect the negotiated pension multiplier 1.35%. The change has \$0 affect.

Vice President Vogel noted a correction in the ordinance to clarify the pension multiplier change is for the Clerical Pension Plan.

The consensus of Council was to include the ordinance for consideration on the July 14th regular meeting agenda.

E. Recommending the Waiving of Penalties for Real Estate Taxes to December 31, 2020

The Manager acknowledged effects of the COVID-19 Pandemic and recommended waiving penalties on 2020 real estate taxes to December 31st to help residents and businesses who were effected by COVID-19 closings. She suggested residents and businesses pay the face tax through December 31, 2020 without penalty, but beginning January 1, 2021 interest would incur.

Vice President Vogel and Mr. Frankowski supported waiving penalties on real estate taxes. Mr. Frankowski questioned if the Township would need a Tax Anticipation Note. The Manager did not anticipate the need, but would know the financial effects of the closures in August and September.

The consensus of Council was to waive penalties on 2020 real estate taxes through December 31, 2020.

F. Discussion of the 2020 Road Improvement Program

Manager Jakubec referenced a memo from 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. She noted \$1,000,000 was budgeted for the road improvement program, but the program is dependent on revenue received.

The consensus of Council was to include a resolution on the July 14th regular meeting agenda for consideration.

G. Discussion of Replacing a Police Car

The Manager referenced a memo explaining the reason for replacing a police vehicle and funds available. Officer Lynn was involved in an accident that was not his fault, but the airbags were deployed making the vehicle a total loss. It is recommended the vehicle be replaced with an unmarked vehicle. The drone purchase has been postponed until finances are determined. Police Superintendent Slagel noted the purchase would be expedited by seven (7) months. They would continue in 2020 with replacing two vehicles. Manager Jakubec explained the Police have been borrowing one of the Administration vehicles.

The consensus of Council was to include a resolution for consideration on the July 14th regular meeting agenda.

H. Discussion of the Creation of a Community Liaison Officer Program

Manager Jakubec referenced a proposal for the creation of a Community Liaison Officer Program with the Township Police Department. The intent of the program is to develop relationships and engage ethnic minorities and culturally-specific communities to foster cooperation, understanding, and free flow of conversation, ideas and opinions. She and Police Superintendent Slagel have had discussions and have an officer in place to learn and share ideas, and have positive dialogue.

Ms. Berger thought it a fantastic idea and inquired about upcoming training. Manager Jakubec indicated Officer Sciacca would be the liaison and diversity training programs are being reviewed and will be scheduled.

I. Proposed Social Media Comment on Township Social Media Sites Policy

The Manager noted a 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. She explained the comments that are concerning are obscene, pose threats, or express hate, off-topic posts.

Ms. Harris verified that it is just Township social media sites. Manager Jakubec confirmed, citing, Facebook and Twitter.

Solicitor Garfinkel noted he reviewed the policy and it is valid as long as it is applied in accordance with the terms.

Mr. Berger inquired about user created content as far as the public creating a post. Manager Jakubec stated they cannot create it on the Township's page, but under comments, they could put a picture we would not delete. Solicitor Garfinkel reiterated it must be on topic.

Ms. Berger questioned who would monitor the Township's social media pages. Manager Jakubec stated herself and Joyce. No one else would be permitted.

J. Appointments to the Long Range Comprehensive Plan Review Committee

The Manager stated staff has reached out to volunteers that were previously appointed to the Long Range Comprehensive Plan Committee to ensure continued interest in participating. Letters of interest were received from Emily Glick and George Beluk. Council may also recall verbal expressions of interest by Cindy Harris and Doug Zaenger. She noted Fox Chapel Borough is in the process of finalizing their Long Range Plan Committee and are trying to keep the committee members at 11 or 12 people.

The consensus of Council was to include a motion on the July 14th regular meeting agenda for consideration of appointing the above noted volunteers.

K. Update on COVID-19 and Township Parks

Manager Jakubec indicated the number of Coronavirus cases are increasing in Allegheny County. As a result, she has halted opening park shelters. Restrooms will remain closed. The Township building is open for business and staff has been reminded that masks are required outside of the work area. The office is sanitized several times a day, as well as the Administration vehicles. Additional signage will be posted in the parks asking visitors to comply with the Governor's July 1st Order.

Ms. Berger and Mr. Frankowski extended appreciation to staff for their efforts in trying to contain the spread of the virus.

L. Solicitor's June 9, 2020 Invoice

No comments.

M. Proposed July 14, 2020 Regular Meeting Agenda

The consensus of Council approved the proposed agenda.

IV. CONCERNS OF COUNCIL

President Smith requested everyone to think about giving the storm water fee credit for things that were required to meet Township ordinances.

Mr. Frankowski inquired about the status of Kittanning Pike and Penn D.O.T. Manager Jakubec had not been contacted by Penn D.O.T., nor from the Deer Creek Basin Authority regarding participating in the Saxonburg Sanitary Sewer Project.

V. CONCERNS OF STAFF

Manager Jakubec noted Lennon Smith Souleret are finalizing the results of the Cabin Lane storm water study. She noted Mr. Steinert, Jr., P.E. and Mr. Kephart are looking at areas to further mitigate the water.

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

VI. ADJOURNMENT

Motion by Mr. Frankowski to adjourn the workshop was seconded by Ms. Berger and carried unanimously. The meeting adjourned at 8:08 p.m. and Council proceeded into Executive Session.

Cathy Bubas, Manager's Secretary

Attachment(s): Attendance Sheet(s)