

**TOWNSHIP OF O'HARA  
COUNCIL WORKSHOP MINUTES  
JANUARY 3, 2024**

---

I. OPENING PROCEDURES

A. Call to Order by President Eccles at 8:13 p.m.

B. Roll Call

Council Members Present: Cassandra R. Eccles, Council President; Michael F. Hammill, Vice-President of Council; Richard S. Hughes, First Ward; George H. Stewart, Second Ward; Olivia T. Payne, Fourth Ward; Paul L. Cullen (\*), At-Large; Shamus Petrucelli, At-Large

Also Present: Julie A. Jakubec, CPA, CGMA, Township Manager; Dan Garfinkel, Township Solicitor; Charles W. Steinert, Jr., P.E., Township Engineer; Christopher Komora, Special Projects Coordinator/Code Enforcement Officer; Todd Giammatteo, Public Service Superintendent; Jay Davis, Police Superintendent; Cathy Bubas, Manager's Secretary

(\*) - denotes attended meeting via zoom.com.

II. REVIEW AND DISCUSSION

A. Application for Minor Subdivision Approval – Strausser-Talukdar Plan of Lots

Manager Jakubec stated a lot line revision is proposed between parcel 356-M-130 and parcel 357-J-30, located along Saxonburg Boulevard. The revised lots will meet the minimum requirement for lot area in the R-4 Special Moderate Density Residential Zoning District. The Township Planning Commission reviewed the Plan at its December 18, 2023 meeting and has recommended to Council that approval be granted.

Jerry Nist, of Hampton Technical, was in attendance to represent the applicants. He noted a two-lot subdivision is proposed. One resident is selling one acre to the other resident so they can have a garden.

The consensus of Council was to include a resolution on the January 9, 2024 regular meeting agenda for consideration.

III. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS

Cindy Harris, 53 Fox Pointe Drive, stated the draft of the stormwater chapter for the Long Range Comprehensive Plan was received in November. Upon review, she noted concerns that the chapter is not as useful as she would like it to be and wanted to bring it to Council's attention. Ms. Harris also indicated she is not comfortable with the work that has been done, or not done.

Manager Jakubec stated she was in contact with Pashek, the consultant for the Long Range Comprehensive Plan. More chapters will be circulated through the group. She noted a period to submit comments, which would be conveyed to the whole group.

Mr. Stewart suggested some of the work group meet with Pashek, Manager Jakubec, and Gary Kohler, Fox Chapel Borough Manager. He also expressed concerns with the whole body of the work. Manager Jakubec noted the need for a timeline.

President Eccles thought the Plan would be done by the end of January 2024.

Manager Jakubec noted the importance of submitting comments quickly when drafts are provided.

#### IV. REVIEW AND DISCUSSION CONTINUED

##### B. Requesting Authorization to Enter into an Agreement for Temporary Salt Storage

The Manager stated that a business in RIDC, Aerotech, 610 Epsilon Drive, has offered the Township temporary salt storage space. Staff is suggesting entering an agreement with Aerotech for the storage space. If acceptable, the attached proposed resolution will be included on the January 9<sup>th</sup> regular meeting agenda for consideration. She stated the Township's salt dome is packed. Some road salt is already being stored at Aerotech, and staff has not purchased additional salt from the 2023-2024 contracts. Aerotech has offered space at no charge.

The consensus of Council was to include a resolution on the January 9<sup>th</sup> regular meeting agenda for consideration.

##### C. Council Goals/Objectives/Priorities for 2024

President Eccles suggested Council think about potential goals, objectives, and priorities for 2024 for discussion next month.

##### D. Appointing Delegates to Various Boards and Agencies

Manager Jakubec explained Council typically appoints Council Members to various Township-related Boards and Commissions each January. If acceptable, the appointments will be included on the January 9<sup>th</sup> regular meeting agenda for consideration. The current list of appointees is as follows:

##### 1. North Hills Council of Governments Board of Delegates

George Stewart, Delegate  
Michael Hammill, Alternate

##### 2. Municipal Risk Management Board of Delegates

George Stewart, Delegate  
John Denny, Jr. - Alternate

3. Fire Funding & Safety Committee

Cassandra Eccles, Council Representative  
Michael Hammill, Council Representative  
Dempsey D. Bruce, III, Citizen Representative

4. Northern Basin Advisory Board

Richard Hughes - Council Representative

5. Community Center Association Board

Cassandra Eccles, Council Representative

6. RIDC Business Alliance

George Stewart - Council Representative  
Olivia Payne - Co-Council Representative

Mr. Cullen inquired about Municipal Risk Management. Mr. Stewart explained delegates meet with a team once a year and review how everyone performed for the year and discuss potential changes. Manager Jakubec added that this is a group that gives the Township, based on her experience, significant dividends based on fewer claims to workers' compensation and property liability insurances. Mr. Cullen offered to serve as Alternate Delegate to the Municipal Risk Management Board of Delegates.

Mr. Hughes was amenable to continue serving on the Northern Basin Advisory Board, though they have not met for some time.

President Eccles inquired of Mr. Petrucelli's interest to serve on any of the Boards. She also suggested maybe he sit in on a meeting on any of the boards. Manager Jakubec advised as long as there are less than four Council Members, so not to violate the Sunshine Law.

Mr. Cullen had heard that Mr. Petrucelli was very good with firemen. Mr. Petrucelli was agreeable to serving on the Fire Funding & Safety Committee. President Eccles recalled doing the Fire Study and the committee needs people to think outside of the box.

Mr. Cullen inquired about the Northern Basin Advisory Board. The Manager noted the board doesn't really meet. They provide sanitary sewer information. Mr. Steinert, Jr., P.E. explained the Northern Basin Advisory Board works with several communities and all the sanitary sewer flows to ALCOSAN on how to eliminate sewer flows basically get all our stormwater out of the system. Now they have morphed into regionalization; they are trying to take over municipal sewer systems. The Township has not been a part of those conversations.

Manager Jakubec anticipates the RIDC Business Alliance and RIDC will become more active as the RIDC Park is rezoned and their Master Plan gets done. She suggested adding an additional Council Member to the committee. Ms. Payne inquired about how often the RIDC Business Alliance meets. Mr. Stewart explained the meetings are scheduled very irregularly. They are regrouping and have

new officers and new people. The Manager noted staff would be meeting with them and RIDC about the zoning issues. Mr. Stewart asked if staff would want any of Council to attend those types of meetings, which the Manager indicated they could. Mr. Cullen requested notification of any upcoming meetings.

E. Solicitor's December 8, 2023 Invoice

Mr. Cullen inquired about the purpose of a Right-To-Know request. Solicitor Garfinkel explained the Solicitor's invoice is a privileged document and is not distributed to everyone. He could answer questions in general during a public meeting, but details could be discussed in Executive Session. Solicitor Garfinkel indicated questions concerning Right-To-Know requests are common and typically relate to something out of the ordinary. If someone were to request drawings for a condominium, the request would be denied.

Solicitor Garfinkel also explained the Sunshine Law, which states a majority of Council may not convene without public notice.

F. Proposed January 9, 2023 Regular Meeting Agenda

The consensus of Council approved the agenda.

V. CONCERNS OF COUNCIL

Mr. Stewart indicated the resident at 16 Ravine Street has concerns about possible squatters at 17 Ravine Street. Mr. Komora stated he would investigate and reach out to the LLC that owns the property.

President Eccles questioned if the Local Government Academy is offering classes, which the Manager confirmed.

VI. CONCERNS OF STAFF

Manager Jakubec stated the holiday lights recycling ends January 11<sup>th</sup>, and Project Prom begins January 15<sup>th</sup>. The Township will collect dresses, shoes, and other accessories.

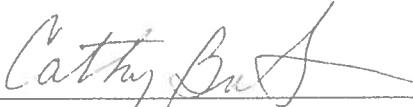
The Manager noted Mr. Giammatteo and several Public Service Department employees attended a class about making spotted lantern fly traps. The Township will most likely offer a class in the spring.

Mr. Stewart recalled Duquesne Light Company had done some work in the area. He stated Duquesne Light Company will email and call customers with a regular address. Mr. Stewart advised residents to update their contact information. Manager Jakubec indicated she would post a reminder on Facebook for residents to update their contact information.

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

VII. ADJOURNMENT

The workshop adjourned at 8:42 p.m. and Council entered Executive Session.

  
Cathy Bubas, Manager's Secretary