

**TOWNSHIP OF O'HARA
COUNCIL WORKSHOP MINUTES
FEBRUARY 4, 2020**

I. OPENING PROCEDURES

- A. Call to Order by President Smith at 7:07 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: Julie A. Jakubec, CPA, CGMA, Township Manager; Philip Weis, 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 Mr. Frankowski was unable to attend the meeting due to a schedule conflict.

II. REVIEW AND DISCUSSION

- A. Tara Villa Plan – Application for Minor Subdivision

Manager Jakubec stated the Township Planning Commission reviewed the subject application at its January 20th meeting and has recommended to Council that the Plan be approved. The proposed Plan, located along Powers Run Road, involves a lot line revision between parcels 290-P-68 and 290-P-70 to correct a prior subdivision plan. Mr. Steinert, Jr., P.E. noted the lot line revision affects approximately 2,500 s.f. in the size of the lots.

The consensus of Council was to include a resolution approving the proposed plan for consideration on the February 11th regular meeting agenda.

- B. O'Hara Hospitality Park, LP – Application for Minor Land Development

The Manager stated the Township Planning Commission reviewed the subject application at its January 20th meeting and has recommended to Council that the Plan be approved subject to two conditions as noted in the proposed resolution. The proposed Plan, located at 100 Chapel Harbor Drive, involves the construction of a 1,610 s.f. office building.

Members of Council inquired about the exact location of the property, which staff explained.

The consensus of Council was to include the proposed resolution on the February 11th regular meeting agenda for consideration.

C. Fox Chapel Wellness – Application for Conditional Use

Manager Jakubec stated the Township Planning Commission reviewed the subject application at its January 20th meeting and has recommended to Council that the Plan be approved. The proposed Plan, located at 1347 Freeport Road (behind Mercurio's), involves the operation of a medical center and restaurant in the SM zoning district, which are existing approved conditional uses in the SM zoning district. A Public Hearing has been scheduled prior to the February 11th regular meeting, to receive public comments.

Mr. Denny, Jr. questioned if the proposed location is where Fox Chapel Physical Therapy is located, which staff affirmed.

Vice President Vogel questioned the differences from the current use to the proposed wellness center. Manager Jakubec explained the dental office will have a laboratory, which the current use does not have. The plan is to rezone the property from SM (Suburban Manufacturing) to C (Commercial), but the Dentist did not want to wait.

President Smith commented that the name of the facility follows several other businesses with the "Fox Chapel" name, which are not located in Fox Chapel Borough.

The consensus of Council was to include the proposed resolution for consideration on the February 11th regular meeting agenda.

III. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS

Mr. Lewis Mandez, owner of 220 Fox Chapel Road and 222 Margery Drive, noted people use his driveway to turn around, causing damage to the grass. Manager Jakubec suggested Mr. Mandez post 'No Turn Around' or 'No Trespassing' signs on the property, which will enable the Police to cite offenders. Mr. Steinert, Jr., P.E. also suggested placing boulders at the edge of the property to prevent cars going on the grass.

Ms. Megan Lorenz, 105 Cabin Lane, inquired about any updates to resolve the sewage and flooding problems by her home. Manager Jakubec stated the sewage repair work should begin by month-end. The flooding issue will take time to resolve. She explained Lennon Smith Souleret is preparing a study of the entire watershed, and will determine if there is a place to hold water coming from further upstream. Ms. Lorenz questioned if there is any time frame to complete the study. Mr. Steinert, Jr., P.E. indicated he hoped to have something by June, including a few options to resolve the issue, and associated costs. Ms. Lorenz asked if residents would be notified when work begins on the sewer. Mr. Steinert, Jr., P.E. indicated the residents would not be notified because the work will occur behind the O'Hara Elementary School. Ms. Lorenz noted the sewer lid on the road and the back of her property have been completely overtaken by storm water, which

the Manager explained to be the result of the pipe being too small. Manager Jakubec indicated once the proposal is available the affected residents would be notified and invited to a special meeting.

II. REVIEW AND DISCUSSION CONTINUED

D. Discussion of Renaming North Collinwood and South Collinwood Drives

Manager Jakubec stated staff was recently informed of confusion during an emergency call through Allegheny County 9-1-1 involving North Collinwood and South Collinwood Drives. Allegheny County and the United States Postal Service list the road as Collinwood Drive. The road actually makes a circle around the housing plan beginning at Kittanning Pike. Staff is suggesting changing the names of North Collinwood and South Collinwood Drives to simply Collinwood Drive in order to eliminate potential confusion in the future.

Vice President Vogel thought the name change would be a good idea, but an inconvenience to the residents as they would have to notify everyone that send mail. Mr. Steinert, Jr., P.E. explained only one resident would be affected. Though the street signs indicate north or south, the other residents just use ‘Collinwood’ for their address.

The consensus of Council was to consider renaming North/South Collinwood Drives to Collinwood Drive at the February 11th regular meeting.

E. Request to Purchase Public Service Department Equipment

Manager Jakubec referenced a memo from Public Service Superintendent Loren Kephart requesting authorization to purchase a Bengal Boom Mower, built by Tiger, to replace the Boom Mower on the 2002 John Deere Highway Mower. The Bengal Boom Mower can be purchased through the Pennsylvania State Contract No. 4400011400. The cost of the Tiger Bengal Boom Mower is \$58,293.00 and the 2020 budgeted allocation is \$59,493.00. The Manager explained the whole tractor is not being replaced. Mr. Kephart added that the tractor is in good shape, with 4,000 miles but should be good to 12,000 miles. He also noted the cost to replace the entire mower.

The consensus of Council was to include a proposed resolution authorizing the requested purchase for consideration on the February 11th regular meeting agenda for consideration.

F. Recommending the Township’s Participation in the State Road Salt Contract

The Manager stated in order for the Township to continue participating in the Pennsylvania Department of General Services (“DGS”) sodium chloride (road salt) contract, a new Salt Contract Participation Agreement must be executed and submitted to DGS by March 15, 2020. The Township shares contracts with the North Hills Council of Governments and the State for road salt and it is recommended that the Township continue to share the road salt contracts for the upcoming 2020-2021 winter season in order to maximize cost savings, needed tonnage and delivery.

The consensus of Council was to include a resolution authorizing participation in the State road salt contract on the February 11th regular meeting agenda for consideration.

G. Requesting Authorization to Jointly Bid the 2020 Road Improvement Program

Manager Jakubec referenced a memo from Township Engineer Chuck Steinert requesting authorization to request bids jointly with the Borough of Fox Chapel for the 2020 Road Improvement Program in order to realize economies of scale. The Township roads recommended for milling and resurfacing are Harding Road, Grove Street, Meadow Park Heights, Joanne Street (north and south), Alleyne Drive, Dowling Drive, Division Street, Oakhurst Road, Weir Drive and Kappa Drive, Papercraft Drive and Fox Ridge Farms Drive and chip seal.

Mr. Steinert, Jr., P.E. recalled Blawnox Borough asked to participate in the contract last year; Sharpsburg and Aspinwall Boroughs did not. The Manager suggested writing letters to the other communities, inviting them to participate in the 2020 contract.

The consensus of Council was to include a resolution authorizing joint bidding for the 2020 Road Improvement Program on the February 11th regular meeting agenda for consideration.

H. Requesting Authorization to Jointly Bid with Fox Chapel Borough for the 2020 Road Improvement Engineering Inspections

The Manager referenced a memo from Chuck Steinert recommending joint bidding with Fox Chapel Borough for engineering inspection services for the 2020 Road Improvement Program in order to realize economies of scale. Mr. Steinert, Jr., P.E. added that he chooses the roads and materials to use, and Lennon Smith Souleret puts the contract together.

Mr. Denny, Jr. asked if the other communities would be asked to participate, to which Mr. Steinert, Jr., P.E. indicated the other communities typically use their own inspectors. Manager Jakubec suggested asking the other communities if they wish to participate.

The consensus of Council was to include a resolution authorizing joint bidding for Road Improvement Engineering Inspections on the February 11th regular meeting agenda for consideration.

I. Proposed Amendment to the 2019 Township Budget

Manager Jakubec referenced a memo explaining the need for a budget amendment as a result of the July 2019 storm damages and severe flooding. She explained the budget needs to be amended to reflect the accounts reimbursed for the storm damage expenses.

The consensus of Council was to include the proposed budget amendment for consideration on the February 11th regular meeting agenda.

Mr. Denny, Jr. asked if insurance covered the flood damage expenses. Manager Jakubec answered, “No.” She recalled gabion baskets are collapsing along the creek by the metal bridge. The bridge will have to be closed until the situation is evaluated and determined how to repair.

President Smith asked if the revised budget would reflect a new fund balance. Manager Jakubec stated the 2020 budget includes funds. She recalled the Township spent \$760,000 in 2018 on

flooding repairs. Mr. Denny, Jr. stated they would amend the 2019 budget to match the spending, and the 2020 budget has the funds.

J. Proposed Amendment to the Township Fee Resolution

Manager Jakubec stated as a result of the restated Zoning Ordinance, it is recommended to amend the Township Fee Resolution to include fees for Minor Outdoor seating and Major Outdoor Seating. She noted with minor outdoor seating the drawing has to be reviewed and \$25.00 is suggested to cover the cost of review. Major outdoor seating requires additional considerations, such as parking calculations, and \$50.00 is suggested to cover plan review costs.

Ms. Eccles stated Atria's Restaurant has outdoor seating. The Manager did not know how it was allowed, as they would have required a variance. Ms. Eccles stated Fox Chapel Yacht Club also has outdoor seating. The Manager was aware of others proposing outdoor seating.

The consensus of Council was to include the amended fee resolution on the February 11th regular meeting agenda for consideration.

K. Recommending the Naming of Township Recreation Partners

Manager Jakubec stated representatives of the Lauri Ann West Community Center have requested the Township's partnership to provide summer programs in Township parks in 2020. She recalled the 2019 programs went very well.

Vice President Vogel noted the Act 33 and Act 34 Clearances had changed. The secretary would investigate the required clearances and correct the resolution.

L. Planning Commission 2019 Annual Report

President Smith commented that the Planning Commission did a lot of good work and meetings were well attended by the members. He requested staff prepare a letter thanking the Planning Commission Members for their services.

M. White Tail Deer Management Final Season Report

President Smith referenced the subject report. Vice President Vogel questioned where hunting occurred this year. Police Superintendent Scott Slagel stated the hunters do not report to the Township. Manager Jakubec stated Tom Polczynski is the program coordinator and collects the hunters' information and assigned locations. She also noted the hunters are archery hunters and every other deer killed is donated to the Jubilee Soup Kitchen. President Smith noted the hunters killed 14 deer last year. Manager Jakubec indicated it was not a good hunting season.

N. Solicitor's January 22, 2020 Invoice

There were no comments or questions.

O. Proposed February 11, 2020 Regular Meeting Agenda

The consensus of Council was to approve the proposed agenda.

IV. CONCERNS OF COUNCIL

President Smith noted receipt of a big email about the Saxonburg Sewer history. Manager Jakubec suggested discussion continue in Executive Session.

Mr. Stewart questioned the status of the Long Range Comprehensive Plan review process. Manager Jakubec indicated she had contacted the prior consultant, but had not received a return phone call. She would follow up with the consultant, or the committee could request proposals for a consultant. Mr. Stewart questioned the number of members serving on the committee. Manager Jakubec believed seven residents were appointed to serve on the committee, of which two members serve on the Planning Commission. The Long Range Comprehensive Plan Review Committee is actually led by the Planning Commission. She recalled Council has appointed a few residents to the committee, and staff has received resumes from other residents interested in serving on the committee. The Manager stated the committee meetings are open to the public and anyone can come and participate.

Ms. Cindy Harris, Fox Pointe, noted problems with the consultant and questioned why the Township would contact the same consultant. Manager Jakubec explained the prior consultant has all of the Township's records from ten years ago.

Ms. Harris commented that 15 people is too many to have on a committee. The Manager recalled 15 people served on the last committee.

Mr. Stewart questioned when Chase Bank would be under construction. Manager Jakubec indicated Chase Bank has their building permit, and is probably waiting on better weather.

Mr. Stewart noted the sink hole on Kittanning Pike, including the whole sewer line for the area was done in 1959. Based on talking with Mrs. Betty Logan, Kittanning Pike, this is when they widened Kittanning Pike and probably covered over. Mrs. Logan recalled grass in front of the Pringle property. Manager Jakubec recalled pulling the Pleasant Valley sewer map, which shows a concrete culvert. Mr. Stewart stated it is not noted on Pringle's deed. President Smith indicated having a state meeting down there.

A representative of Senator Lindsay Williams' Office noted a letter was written requesting money for Penn D.O.T., specifically for Kittanning Pike.

Vice President Vogel asked if the Township has any control on the road behind the Plaza, noting the road is two lanes, but with the dumpster and cars parked along the sides the lanes are narrow. The Manager indicated staff would ask the dumpsters to be moved and recalled the need to submit a traffic plan.

Vice President Vogel requested staff to refresh his memory on private businesses recycling requirements, which Manager Jakubec explained businesses are required to submit an annual

recycling report to the Township. If a business does not respond, a reminder is sent. If a business does not comply, a citation is issued and it goes before the District Magistrate. Ms. Eccles stated New York Subs does not recycle. Ms. Berger asked if recyclable items were reduced for businesses. Manager Jakubec indicated some haulers will take glass if it is separated. Senator Williams' representative noted glass collection events at the Pittsburgh Zoo. The Manager indicated Fox Chapel Borough has a glass recycling bin in their parking lot.

V. CONCERNS OF STAFF

Manager Jakubec informed Council that Fox Chapel Borough Manager, Gary Kohler, was contacted by Scenic Pittsburgh about taking power lines underground. She planned to attend a meeting for discussion. Vice President Vogel stated he would like to be invited to that meeting. Mr. Denny, Jr. indicated California may be taking power lines underground because of all the wild fires, but it would be very costly.

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

VI. ADJOURNMENT

The workshop adjourned at 8:14 p.m. and following a short break Council entered into Executive Session.

Cathy Bubas, Manager's Secretary