MINUTES
PARKS AND RECREATION COMMITTEE MEETING
TUESDAY, JANUARY 28, 2020

The meeting was called to order at approximately 6:45 p.m. by Commissioner Fisher. She announced that the meeting was being taped and asked the Secretary to call the roll. The Secretary called the roll as follows:

PRESENT: Fisher, Mizgorski, Iozzo
ALSO PRESENT: David Shutter, Board Chairman, Commissioners Boyle, Cross and McElhone; Timothy Rogers, Manager; Judith Kording, Assistant Manager; Harlan Stone, Solicitor; Matthew Sebastian, Engineer; Sherry Martin and Elaina DiBucci, Administrative Assistants

New Business:
Community Events Calendar Approval

The first item of business was the Community Events Calendar Approval for 2020 from Mrs. Kording. This is contingent upon the Shaler Area School District football schedule which comes out in February. Mrs. Kording has cut down the number of movies due to July and August not producing a crowd last year and now focusing movies more towards the younger crowd. The Flea Market was a huge success last year so this will stay on the schedule with the same time 8:00 AM to 1:00 PM. Also, they will consider opening the Township building up for additional parking for those that can walk over to Kiwanis Park. Night swims, Float with a Flick and Community Day will continue as well.

Mr. Mizgorski moved, seconded by Mr. Iozzo that the Community Calendar of Events for 2020 be recommended to the full Board of Commissioners for approval. The motion was carried.

Pool Concession Stand

The first item of business was information on the Pool Concession Stand run by the Kiwanis Club. Mrs. Kording met with a representative from Cranberry Township regarding their concession stand. One of the recommendations from this meeting was to only allow six-pack size coolers into the pool area. This is an effort to try and control what comes into the park. The Kiwanis Club may turn over the running of the concession stand after this year to the Township and Mrs. Kording will work on learning the processes at the stand in hopes to standardize regulations and increase profits.

Mr. Mizgorski moved, seconded by Mr. Iozzo that a recommendation be made to the full Board of Commissioners to limit the size of coolers being brought into the pool area to a six-pack size (approximately 8.75” by 6.25” by 5.5”) be approved. The motion was carried.

Fawcett Field – Eagle Canyon Trail

The first item of business was a presentation from Gateway Engineers by Mr. Matthew Bagaley. Mr. Sebastian introduced Mr. Bagaley from Gateway Engineers for a presentation on the Fawcett Field Eagle Canyon Trail and Stream Restoration. Mr. Bagaley stated the Township was awarded a $350,000 grant for this project. Gateway Engineers and Mr. Sebastian met with members of the Boy Scouts and the Allison Park Sportsmen Club to review the project and the stretch of stream where they may improve in order to stock fish. These areas have been tested and they will be able to maintain and hold fish because of a higher density of potential structures.
One of the requirements of the grant is that the project be ADA compliant and have an ADA accessible route for the trail. The design of the trail is partially set back from the stream because the trail will be a solid surface, possibly stone. This will assist in keeping the trail intact if there is flooding from the stream. There will be destination points on the trail to access the stream through a spur. Bridges will be accessible and wide enough for a gator to cross for any public works maintenance. The energy of the stream will be directed into the middle in order to keep it in its natural state and to prevent eroding along the banks. Mr. Bagaley gave a recommended timeline and would like to start the bidding process in March to receive bids in April to get on the contractor’s construction schedule.

Mr. Bagaley also presented information on the ADA compliant restroom. He recommended a company that sells a self-contained restroom. The Township would need to set up a concrete pad, water and sewer line for connection. The recommendation is for the restroom to be located to the right-hand side of the parking lot entrance close to McElheny Road.

Mr. Mizgorski moved, seconded by Mr. Iozzo to recommend to the full Board of Commissioners proceeding with the project at Fawcett Field and Eagle Canyon Trail Stream Restoration project. The motion was carried.

Public Comment: No comments

There being no further business, the Chairman asked for a motion to adjourn. Mr. Mizgorski moved, seconded by Mr. Iozzo that the meeting be adjourned at approximately 7:13 p.m.

Respectfully submitted,

Timothy J. Rogers
Manager

TJR:ed
MINUTES
SHALER TOWNSHIP FINANCE COMMITTEE MEETING
TUESDAY, JANUARY 28, 2020

The meeting was called to order at approximately 8:16 p.m. by Chairman Boyle. He announced that the meeting was being taped and asked the Secretary to call the roll. The Secretary called the roll as follows:

PRESENT: Boyle, Cross, Iozzo
ALSO PRESENT: David Shutter, Board Chairman; Commissioners Mizgorski, McElhone & Fisher; Timothy J. Rogers, Manager; Harlan Stone, Solicitor; Amanda Jennings, Finance Assistant; Sherry Martin and Elaina DiBucci, Admin. Assistants

Old Business
Accounts Payable Process
The first item of business was a presentation from Mrs. Jennings on the follow-up on the Accounts Payable Process from the November 23 Committee meeting. The first follow-up was on Nvoice pay, which is a third-party vendor that cuts checks for you. Mrs. Jennings spoke to the Finance Director of Mt. Lebanon who spoke highly of the Nvoice system process. After further review it was discovered that Shaler Township is not a good fit for the Nvoice system as the Township’s accounts payable process is not large enough to provide the rewards and rebates needed.

Mrs. Jennings then addressed the credit card reward process. Upon inquiry by Mr. Cross, Mrs. Jennings stated that the road salt company would not offer any discount for payment within 10 days, therefore the Township will continue to pay with a credit card for rewards earned. Mrs. Jennings then addressed the Township’s use of the credit card and what type of rewards. The WesBanco credit card earned 340,273 points and those points are redeemed with the use of gift cards for purchases. Utilizing the credit card for larger purchases like; utility bills, phone bills, membership renewals and any large one-time purchases maximizes the rewards the Township receives.

Mrs. Jennings then addressed extending the accounts payable process and utilizing the payment windows that different vendors offer. The recommendation was to stretch them out to a net 30 when offered rather than paying it in a week or two, which would assist in maintaining a higher bank account.

Public Comment: No comments.

There being no further business, the meeting was adjourned. Mr. Cross moved, seconded by Mr. Iozzo that the meeting be adjourned at 8:25 PM. The motion was carried.

Respectfully submitted,

Timothy J. Rogers
Manager
TJR:ed
MINUTES
SHALER TOWNSHIP PUBLIC WORKS COMMITTEE MEETING
TUESDAY, JANUARY 28, 2020

The meeting was called to order at approximately 8:33 p.m. by Commissioner Mizgorski. He announced that the meeting was being taped and asked the Secretary to call the roll as follows:

PRESENT:    Mizgorski, Boyle, Iozzo
ALSO PRESENT: David Shutter Board Chairman, Commissioners Fisher, McElhone & Cross; Timothy Rogers, Manager; Judith Kording, Assistant Manager; Harlan Stone, Solicitor; Matthew Sebastian, Engineer; Sherry Martin and Elaina DiBucci, Admin. Assistants

New Business:
2020 Road Paving Program

The first item of business was the 2020 Road Paving Program. Mr. Rogers stated that the road paving budget has increased from $740,000 to $1.4 million with the potential of even more money. Mr. Sebastian presented through Roadbotics website that showed the condition of the roads throughout Shaler Township. Mr. Sebastian has been in contact with Hampton Shaler Water Authority (HSWA) regarding roads they plan to pave in upcoming years in order to coordinate any upcoming waterline projects HSWA may have. Mr. Rogers stated that HSWA will be replacing waterlines on three of the roads to be paved in 2020 and the Township will be reimbursed for a portion of the paving on these roads.

Upon inquiry by Mr. Iozzo, Mr. Rogers stated that bidding will start early this year in order that the paving may be done on the roads where the waterlines will be replaced. Mr. Sebastian stated that the township communicates with HSWA and People’s Gas regularly on what roads they may be working on to the mutual benefit of all parties. Mr. Rogers stated that HSWA will help the township pay for the roads that they need fixed and People’s Gas pave their own roads they work on.

Mr. Sebastian stated that he plans to bid out the 2020 Road Paving in February to get high quality bids and have a contractor in early for paving season.

Mr. Boyle moved, seconded by Mr. Iozzo to recommend the proposed 2020 Road Paving program with an estimated total of $1,429,495.31 to the full Board of Commissioners for approval. The motion was carried.

Public Comments: No comments

There being no further business, the Chairman asked for a motion to adjourn. Mr. Boyle moved, seconded by Mr. Iozzo that the meeting be adjourned. The motion was carried. The meeting adjourned at approximately 8:48 p.m.

Respectfully submitted,

Timothy J. Rogers
Manager

TJR:ed
MINUTES
SHALER TOWNSHIP PUBLIC SAFETY COMMITTEE MEETING
TUESDAY, JANUARY 28, 2020

The meeting was called to order at approximately 8:26 p.m. by Commissioner Bill Cross. He announced that the meeting was being taped and asked the Secretary to call the roll as follows:

PRESENT: Cross, Fisher, McElhone
ALSO PRESENT: David Shutter, Board Chairman; Commissioners Mizgorski, Skelley and Boyle; Timothy J. Rogers, Manager; Judith Kording, Assistant Manager; Harlan Stone, Solicitor; Sherry Martin and Elaina DiBucci, Admin. Assistants

New Business:
Resident request for sidewalks on Friday Road

The first item of business was Ms. Elana Schlenker, resident of Shaler Township, regarding her request for sidewalks on Friday Road. Upon inquiry by Ms. Schlenker, Mr. Rogers listed a few issues they would run into with trying to construct a sidewalk on Friday Road: 1) steep hillsides 2) property lines are very close to road and 3) telephone poles would restrict the sidewalk from meeting ADA requirements. Mr. Rogers brought up a traffic calming device that we could explore with the county the next time they are doing work on Friday Road; if they could narrow the lanes to allow space for on road walking.

Ms. Schlenker also brought to the boards attention the new build going in on Friday Road, and if there was a possibility for the township to put in a request for a sidewalk on that side of the road. Mr. Rogers stated that the Friday Street properties plan for townhouses has already been given approval through the township and he would request the developer consider a sidewalk.

Public Comment: No comments

There being no further business, the Chairman asked for a motion to adjourn. Mr. McElhone moved, seconded by Mrs. Fisher that the meeting be adjourned. The motion was carried. The meeting adjourned at approximately 8:32 PM.

Respectfully submitted,

Timothy J. Rogers
Manager

TJR:ed
MINUTES
SHALER TOWNSHIP ENVIRONMENTAL & LAND USE COMMITTEE MEETING
TUESDAY, JANUARY 28, 2020

The meeting was called to order at approximately 7:14 p.m. by Commissioner McElhone. He announced that the meeting was being taped and asked the Secretary to call the roll as follows:

PRESENT: McElhone, Fisher, Boyle
ALSO PRESENT: Commissioners Cross, Mizgorski, Skelley, Shutter; Timothy Rogers, Manager; Amanda Jennings, Finance Assistant; Harlan Stone, Solicitor; Robert Vita, Code Enforcement Officer; Matthew Sebastian, Engineer; Sherry Martin and Elaina DiBucci, Admin. Assistants

Mr. Bob McKinley in 4th Ward, Resident of Shaler Township

The first item of business was not on the agenda and Mr. Rogers invited Mr. McKinley to address the Committee. Mr. McKinley stated his neighbor, Mr. Sobol who works for Lobos Management Company, removed a 10-foot-high wall that was on his property, which is now causing erosion into his land. Mr. McKinley stated that during the demolition process they demolished two buildings without a permit, and they blended the debris from the buildings into the soil causing soil contamination. Mr. McKinley stated that the Township was informed of this issue and filed a case with the Magistrate and Lobos Management hired an engineering firm to have the soil tested. Shaler Township or Mr. McKinley did not receive the results from the environmental report for the soil test. Mr. McKinley was told by Lobos Management’s Attorney that they had cancelled the engineers work and they would just complete a conventional clean up to save money. Mr. McKinley stated that Lobos Management is also refusing to rebuild the 10-foot wall that was torn down during the demolition. Lobos Management built a 4-foot wall in another area of the property which is not assisting with the erosion issue.

Upon inquiry by Mr. Rogers, Mr. McKinley stated that Lobos Management had a survey done and the original 10-foot wall was on the property line. Mr. Rogers stated that the Township cannot get involved in a private property dispute between neighbors. Mr. McKinley voiced concerns that the demolition and removal of the wall caused erosion onto his property and was not in keeping with the Township’s code for Grading and Excavation.

Mr. Stone advised Mr. McKinley to contact a lawyer to represent him.

Ms. Deana Eback was also present in the audience as a resident. Ms. Eback works for Lobos Management and stated that no trespassing signs were posted as well as caution tape on the property and Mr. McKinley trespassed onto the property. She stated that Mr. McKinley was aggressive when speaking with the Lobos staff. Ms. Eback stated that Lobos Management has done everything that they could do to resolve these issues. Ms. Eback stated that Mr. McKinley has a boat sitting on set back, and there is stuff all over the place on his land. Mr. Rogers stated that the boat is in violation, but we are focusing on the wall. Mr. Rogers stated that the Township will contact the engineering firm on acquiring the environmental report.
New Business:

Air BNB

The next item of business was Air BNB properties in Shaler Township that are in violation of our ordinance. Mr. Rogers inquired if the Committee wanted the Township to reach out to the property owners that may be in violation of the ordinance. Mr. Stone stated that Air BNB’s are transit in nature compared to long term rentals. Short-term rentals are not consistent with single family residential neighborhoods and are not permitted. Mr. Stone stated that there would be more clarity if the Township amends the ordinance to reflect the code violation of Air BNB’s within the Township.

Mr. Boyle moved, seconded by Mrs. Fisher that a recommendation be made to the full Board of Commissioners for Solicitor Stone to draft and amend the ordinance to clarify the Townships position on Air BNB requirements. The motion was carried.

Discussion and Review of Single Family to Duplex home/Orchard Avenue

The next item of business was the review of single-family dwellings and their unilateral conversions against the code into duplexes. Mr. Rogers believes that the ordinance is clear on that, but he wants the Solicitor to review the ordinance to confirm. Mr. Rogers stated that the main concern is that there are a number of houses, which they have received complaints on, that are converting single family dwellings into duplexes. This conversion is a code violation as the utilities are not divided.

Mr. Boyle moved, seconded by Mrs. Fisher to recommend to the full Board of Commissioners to authorize the Solicitor to review and amend the ordinance relevant to compliance with duplexes in residential zones. The motion was carried.

Public Comment:

There being no further business, the Chairman asked for a motion to adjourn. Mr. Boyle moved, seconded by Mrs. Fisher that the meeting be adjourned. The motion was carried. The meeting adjourned at approximately 8:15 p.m.

Respectfully submitted,

Timothy J. Rogers
Manager

TJR:ed