MINUTES
REGULAR MEETING, SHALER TOWNSHIP
BOARD OF COMMISSIONERS
TUESDAY, JULY 14, 2020

The meeting was called to order at approximately 7:00 P.M. by the Chairman David Shutter. Following a prayer by Commissioner Boyle and the Pledge of Allegiance, the Chairman asked the Secretary to call the roll as follows:

PRESENT: Fisher, Boyle, Iozzo, Cross, Shutter, McElhone, Mizgorski
ALSO PRESENT: Timothy Rogers, Manager; Harlan Stone, Solicitor; Judith Kording, Assistant Manager; Amanda Jennings, Finance Assistant; Elaina DiBucci, Administrative Assistant

Mr. Rogers noted that due to the COVID-19 pandemic, Commissioner Cross called into the meeting and was present telephonically.

The Chairman announced that an Executive Session was held on June 9, 2020 and this evening at 5:00 p.m. wherein the following topics were discussed: employee and personnel matters, contracts and policies, and an update on the actual and on-going litigation as well as potential litigations and identifiable complaints and agency business which if conducted in public would violate a lawful privilege or lead to the disclosure of confidential information. Mr. Stone said the session was absolutely necessary and was in full compliance with the Pennsylvania Sunshine Act and Act 15 which covers public meetings under the Governors Declaration of Disaster Emergency.

Approval of Minutes

The first item of business was the possible approval of the Regular Meeting Minutes of the Board of Commissioners held Tuesday, June 9, 2020. Mr. Boyle moved, seconded by Mrs. Fisher that the Minutes of the Regular Meeting of June 9, 2020 be approved as received by each Commissioner. The motion was carried.

Shaler North Hills Library:

The next item of business was a report from Ms. Sharon McRae, Director of the Shaler North Hills Library. Ms. McRae stated that the library opened on July 1, 2020. She advised on the 22,000 items that were loaned out during the COVID-19 pandemic. Ms. McRae stated that from June 15th – June 27th the library held a park and pick up service, where patrons could fill out a google form or call in to request materials that were in the libraries current collection because the county system was not up and running. There was a total of 509 patrons that participated in the park and pick-up service. Ms. McRae also advised on the 375 virtual programs that were held throughout the COVID-19 pandemic, all of which were very successful. Ms. McRae thanked her staff at the library for all of their hard work and dedication during this time.

The Board of Commissioner wished the best to the library staff and thanked them for all of their time and effort during the COVID-19 pandemic.

Planning Commission:
There were no questions or comments for the Planning Commission.

**Engineers Report – Mr. Matthew Sebastian**

The next item of business was the Engineers Report.

- **Stormwater Management**
  - Met with EPA representatives, DEP representatives, NHCOG municipalities, and the engineering consultant to discuss the Pine Creek Watershed Implementation Plan (WIP) update. The completion of the WIP update will meet current requirements grant funding opportunities for watershed improvement projects that may also overlap with MS4 and flood hazard mitigation planning efforts.

- **Road Paving**
  - We held the Pre-Construction meeting with Youngblood Paving for the 2020 Paving Program. They had previously hoped to start the Shaler work on July 6th, but due to the pandemic related construction shut down and other municipal projects, they now plan to start on July 27th. The paving project contract runs from June 1st through August 31st. Youngblood plans to work throughout August, with the intention of finishing the project within the original contract timeline. We are currently reviewing streets with our inspectors to set up for an efficient project.
  - I have worked out an arrangement with RoadBotics to perform the data collection for our upcoming road assessment in-house. In addition to allowing for the assessment to be completed earlier in the year than it has in the past, we will see a savings in our amended contract with RoadBotics.

- **Township Facilities**
  - Proposals for the design of the Fuel System Replacement project were evaluated. KLH Engineers was selected as the design engineer. We have already begun working with KLH on the project in an effort to get permitting underway as soon as possible and potentially complete the replacement as early as the end of 2020.

**Mr. Sebastian** also reported on Fall Run Park and a recent tree that came down and took out one of the parks bridges. **Gregory Construction** and **Gateway Engineers** have been out on the site to look at the damage to the bridge. The Township should be seeing some estimates from them soon regarding what this bridge reconstruction will cost. Upon inquiry from **Mr. Shutter**, **Mr. Sebastian** stated they will look at other trees near bridges to try and prevent this issue moving forward of another tree falling on a bridge.

**Shaler Hampton EMS**

The next item of business was a report from **Mr. Eric Schmidt**, Director of Shaler Hampton EMS (SHEMS). Mr. Schmidt reported that there is a continued decline in volume. He stated from a budgetary perspective that SHEMS is doing very well. The high priority calls have maintained an average response time of 7.2 minutes from time called to patients’ bedside. **Mr. Schmidt** reported that the SHEMS staff is now using reusable masks that have changeable filters to help with the shortage of N95 masks. All employees are now wearing masks in the
station due to the Governor’s most recent orders. Also, spaces were created in the station where staff can properly distance themselves from one another while at work.

**Mr. Schmidt** explained the process SHEMS is going through of designing new ambulances. Currently SHEMS has narrowed it down to 3 vendors to pick from, they are looking to get one or two more ambulances. These ambulances will be designed by reusing the backends and putting them on new chassis. When they get to the bidding process, they are going to ask not only what it costs currently to purchase the ambulance, but also what it would cost to remount them on new chassis.

**Mr. Schmidt** reported on their second mailing for the subscription drive and responses have been fantastic. The subscription dollar amount is up 12.5% over the last year, the percentage of donations is up 21% and they are 3% over budget this year verses last year. Mr. Schmidt thanked everyone for all their support.

**New Business:**

Possible approval for a request to the Civil Service Commission for Police Officer Testing for the creation of a new Eligibility List

The next item of business was the possible approval for a request to the Civil Service Commission for Police Officer Testing for the creation of a new Eligibility List. **Mr. Rogers** stated that the current list was extended until October 24, 2020. Since the current list is set to expire soon, the Township will now begin the process of testing to create a new eligibility list.

**Mr. Cross** moved, seconded by **Mr. McElhone** that the request to the Civil Service Commission for Police Officer Testing for the creation of a new Eligibility List be approved. The motion was carried.

Possible approval of Crawford Pool summer part-time employees

The next item of business was the possible approval of Crawford Pool summer part-time employees. **Mrs. Fisher** moved, seconded by **Mr. Boyle** that the following individuals be hired as summer part-time employees for the Crawford Pool: Emma Ranallo, Samantha Arrigo, Michael Giazzoni and Olivia Kraus. The motion was carried.

Upon inquiry from **Mr. Boyle, Mrs. Kording** stated that Olivia Kraus is a non-resident. Due to the shortage on lifeguards this summer due to COVID-19 and college kids returning to school in August, Ms. Kraus is approved to be hired as a substitute lifeguard since she will be available when needed and she has all required backgrounds, certifications and clearances to successfully comply with the requirements to be a lifeguard at Crawford Pool.

**Receipts and Authorizations**

The next item of business was the receipts for the month of June 2020. **Mr. Boyle** moved, seconded by **Mr. Mizgorski**. That the receipts for the month of June 2020 be turned over to the proper authorities for deposit. The motion was carried.

The next item of business was the authorizations for the month of June 2020. **Mr. Boyle** motioned, seconded by **Mr. Mizgorski** that warrants be drawn for the month of June 2020. The motion was carried.
Resolutions

Resolution No. 16-2020 Reapproval of subdivision for church property

The next item of business was the possible approval of Resolution No. 16-2020 Reapproval of subdivision for church property. Mr. Rogers stated that a resolution was passed with the acquisition with this property from the church to expand the existing park located at 811 Dressel Road. Mr. Rogers stated that due to the COVID-19 pandemic, they could not get the subdivision registered consistent with the county requirements, Shaler Township must have a resolution in place that authorizes the board to acquire this property.

Mr. Cross moved, seconded by Mr. Boyle that Resolution No. 16-2020 Reapproval of the subdivision plan for property located at 811 Dressel Road, Parcel No. 435-A-30-0-1 in the Township of Shaler be approved by voice vote.

Resolution No. 17-2020 ALCOSAN GROW Grant Application – Saxonburg Boulevard Sewer Rehab Phase II

The next item of business was the possible approval of Resolution No. 17-2020 ALCOSAN GROW Grant Application – Saxonburg Boulevard Sewer Rehab Phase II. Mr. Rogers stated that this is a resolution that authorizes the Township Engineer to pursue an additional grant for the rehabilitation for the sanitary sewer line along Saxonburg Boulevard. Mr. Rogers stated due to the efforts of Gateway Engineers and the Township Engineer, Shaler Township acquired a grant of $700,000 for relining a portion of Saxonburg, and with this additional grant the Township will be able to finish the project.

Mr. Mizgorski moved, seconded by Mr. Iozzo that Resolution No. 17-2020 ALCOSAN GROW Grant Application – Saxonburg Boulevard Sewer Rehab Phase II be approved by voice vote.

Resolution No. 18-2020 DEP Friday Street Schoolhouse Square – Sewage Facilities Planning Module

The next item of business was the possible approval of Resolution No. 18-2020 DEP Friday Street Schoolhouse Square – Sewage Facilities Planning Module. Mr. Rogers stated that as part of the future development, this was approved by the county as well as the board for the construction of a number of condos on this schoolhouse property. As part of the approval process, you have to get sewer planning modules approved for the construction so they can acquire the taps necessary to build these homes.

Mr. McElhone moved, seconded by Mrs. Fisher that Resolution No. 18-2020 DEP Friday Street Schoolhouse Square – Sewage Facilities Planning Module be approved by voice vote.

Commissioners Comments

Mr. McElhone stated that he has received many compliments from people at the pool for them being able to use it this summer.

Mr. Shutter stated that he has also received many great responses from people at the library and they are very thankful for all the services they offer.

Manager’s Report

Mr. Rogers stated that the municipal building has been closed to the public again due to the recent recommendations from the Commonwealth. The School District also just issued their annual property tax, which is 12,000 plus property tax bills that go out to residents. In order to
limit the number of residents in the building, the Township has restricted entrance to the building to the front of the building in an enclosed area where we can provide service there and maintain proper distancing.

**Mr. Rogers** thanked **John and Karen Banze** for their years of service at the Crawford Pool as Managers there, they have retired this year. He stated they did a very excellent job for the Township and wanted to commend them on everything they have done.

**Mr. Rogers** congratulated **Mark Burton** on his recent retirement. He has been employed with Public Works Department for 17 years. The Township thanks him for all his service and wishes him the best of luck in his future retirement.

**Public Comments**

Recent retiree, **Bill Burlett**, thanked the Board of Commissioners for keeping him employed for 40 plus years. The Board thanked Mr. Burlett for his time with the Township.

There being no further business, **Mr. Boyle moved, seconded by Mrs. Fisher that the meeting be adjourned at 7:50 PM.**

Respectfully submitted,

Timothy J. Rogers, Secretary

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