MINUTES
REGULAR MEETING, SHALER TOWNSHIP
BOARD OF COMMISSIONERS
TUESDAY, OCTOBER 13, 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: Boyle, Cross, Shutter, McElhone, Mizgorski, Fisher, Iozzo
ALSO PRESENT: Timothy Rogers, Manager; Harlan Stone, Solicitor; Judith Kording, Assistant Manager; Amanda Jennings, Finance Assistant; Elaina DiBucci, Administrative Assistant

Mr. Rogers noted that Commissioner Boyle is joining the meeting telephonically due to being out of state.

The Chairman announced that an Executive Session was held on September 22, 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, September 8, 2020. **Mr. Boyle moved, seconded by Mrs. Fisher that the Minutes of the Regular Meeting of September 8, 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 (SNHL). **Ms. McRae** stated that September was “Love your Library” month, and they received many generous donations. Ms. McRae thanked everyone in the community for the support. In February they will be doing another event called “Love your E-Library” and they will attempt to explain to people why e-books are more expensive than regular books. Ms. McRae stated they have the National Prescription Drug Take Back day with the Shaler Police, and they will also be collecting eyeglasses for the Lions Club the same day. Ms. McRae stated they are very thankful to have former employee **Erin Hathway** back, whom is very skilled and knowledgeable in sign language and she has been doing six days a week of sign language and story time with Ms. Amy and Ms. Rebecca. Ms. McRae stated that a lot of their virtual programs have been very successful and popular. Ms. McRae stated it is very important to document what is happening to our community and she asked if the Board of Commissioners would participate and share their stories throughout the COVID-19 pandemic, there is a form on the SNHL website to fill out.
Planning Commission:
The next item of business was the Planning Commission minutes. Mr. Piekarski stated that they got preliminary and final approval of the Site Development – Blue Dot Tire – 1101 William Flynn Highway – Fourth Ward – Lot & Block 356-N-50, a tire recycling facility.

Engineers Report – Mr. Matthew Sebastian
The next item of business was the Engineers Report.

- Parks and Trails
  - Permit review comments were addressed for the Fawcett Fields and Eagle Canyon Trail project. We remain on track to secure permits and be ready to bid the project out in anticipation of construction in 2021.
  - Gregori Construction began maintenance and repair work in Fall Run Park. Multiple items are being addressed including rock vane repair, coir log repair, streambank armoring, and the reconstruction of a bridge.

- Sanitary and Storm Sewer
  - Insight Pipe Contracting began work on over 7,000 linear feet of sanitary sewer lining. 40%-50% of the work has been completed and it is expected that the rest will be completed in October.

- MS4
  - Submitted our annual MS4 permit report.

- Road Paving
  - Youngblood Paving completed their work on the annual Road Paving Program. There are minor punchlist items remaining, but we have had a high-quality year for the paving program. We will continue to look for ways to improve our coordination between Engineering, Public Works, and our paving contractor and aim for the same level of quality in the coming years.

- Township Facilities
  - KLH Engineers has completed design of the fuel system replacement project. The project will be advertised for bidding starting on October 15th, with a bid opening date of November 3rd. We expect construction to follow shortly after.

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 SHEMS was down in volume this month compared to last month, their busiest month ever. Mr. Schmidt reported that there was two house fires last week in Shaler, both situations were very difficult for all first responders on scene. Everyone did a great job and it was the best outcome possible from the circumstances on scene. Mr. Schmidt reported that SHEMS placed an order for two ambulances, but they will not see them until April or May. Mr. Schmidt reported that SHEMS did participate in Trunk or Treat and it was a great outcome. Mr. Schmidt stated that they are preparing for the closure of Kittanning Street and they may be able to have emergency vehicle access, he will be meeting with the contractor again next week to confirm.
New Business:

Possible hiring of Police Officer – Statement from Mr. John Benty, Civil Service Chairman.

The next item of business was the possible hiring of a Police Officer. The Chairman recognized Mr. John Benty, Chairman of the Civil Service Commission. Mr. Rogers stated that Mr. Benty was unable to attend the meeting, he provided Mr. Rogers with his statement.

Mr. Rogers stated that the Shaler Township Civil Service Commission conducted civil service written and oral examinations for the Police Officers and on October 24, 2018, the Commission created an Eligibility List. The Police Officer starting salary is $55,730.00 annually. Applicants number two, three, five and seven withdrew from the Eligibility List. The three names being offered from the eligibility for Police Officer are:

1. Bret Vulakovich
2. Brian Butler
3. Gavin Chatham

Mr. Cross moved, seconded by Mrs. Fisher that Shaler Township makes a conditional offer of employment to Bret Vulakovich to be hired as a Shaler Township Police Officer and to be placed on the payroll at the discretion of the Township Manager, subject to and contingent upon the following conditions:

1. That he successfully complete all prescribed courses at the Allegheny County Police Academy;
2. That he be eligible and remains eligible to be a licensed police officer under Act 120;
3. That he successfully passes all prescribed physical and psychological medical examinations;
4. That he establishes and maintains as a condition of his employment, residency within ten air miles of 300 Wetzel Road, Shaler Township;
5. That he successfully completes a probationary period of one year and that he has no expectation of continued employment until he successfully completes the probationary work-test period;
6. That during his employment, he remains qualified under all State and Federal requirements for being a Police Officer;
7. That he maintains a Pennsylvania Driver’s License as a condition of employment.

The motion was carried.

The Chairman recognized Mr. Bret Vulakovich. Mr. Vulakovich thanked the Board of Commissioners for this opportunity and looks forward to it. The Board congratulated Mr. Vulakovich.

Possible approval of the new agreement with INCommunity Magazine

The next item of business was the possible approval of the new agreement with INCommunity Magazine.

Mr. Cross moved, seconded by Mr. Mizgorski that the new agreement with INCommunity Magazine be approved. The motion was carried.

Possible approval of the Allegheny County Vacant Property Recovery Program Request for 1222 Maple Street
The next item of business was the Allegheny County Vacant Property Recovery Program Request for 1222 Maple Street. Mr. Mizgorski moved, seconded by Mr. Iozzo that the Allegheny County Vacant Property Recovery Program request for 1222 Maple Street be approved. The motion was carried. Upon inquiry from Mr. Cross, Mr. Rogers confirmed that this property is in the Fall Run section of the Township.

Possible approval of the Kiwanis Stand Lease Termination between Shaler Township and the Kiwanis Club of Glenshaw

The next item of business was the possible approval of the Kiwanis Stand lease Termination between Shaler Township and the Kiwanis Club of Glenshaw. Mrs. Fisher moved, seconded by Mr. Cross that the Kiwanis Stand Lease Termination between Shaler Township and the Kiwanis Club of Glenshaw be approved. The motion was carried.

Mr. Rogers stated that the Township has had a great relationship with the Kiwanis Club of Glenshaw over the years. Kiwanis Park and Fall Run Park was acquired by Kiwanis Club of Glenshaw and they donated to Shaler Township. Kiwanis Club membership has aged over the years, making it difficult for them to manage the concession stand at Crawford Pool. Mr. Rogers stated Mrs. Kording, Assistant Township Manager, has volunteered to take over the management of the concession stand. Mr. Rogers stated the Township is looking to make some changes with pricing and menu items. Mr. Rogers thanked Kiwanis Club of Glenshaw for their many years of committed service to the Township.

Possible approval of Site Development – Blue Dot Tire – 1101 William Flynn Highway – Fourth Ward – Lot & Block 356-N-50

The next item of business was the possible approval of Site Development – Blue Dot Tire – 1101 William Flynn Highway – Fourth Ward – Lot & Block 356-N-50. David Small at 3550 Spring Garden Road, part owner of Blue Dot Tire, was present at the meeting. Upon inquiry from Mr. Rogers, Mr. Small confirmed they will still be operating the same type of business structure as prior to this new location. Mr. Small stated they are looking into having a drop off site. Mr. Small stated they are planning to install the proper sprinkler system needed as well as a bathroom inside the facility. Mr. Small stated that once they have the DEP permit, they will provide a copy to the Township. Mr. Small stated they are in the process of getting a transporting permit as well as an occupancy permit. Mrs. Mizgorski moved, seconded by Mr. McElhone that the Site Development – Blue Dot Tire – 1101 William Flynn Highway – Fourth Ward – Lot & Block 356-N-50 be approved. The motion was carried.

Receipts and Authorizations

The next item of business was the receipts for the month of September 2020. Mr. Boyle moved, seconded by Mr. Cross that the receipts for the month of September 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 September 2020. Mr. Boyle moved, seconded by Mr. Cross that warrants be drawn for the month of September 2020. The motion was carried.
Ordinances and Resolutions

Resolution No. 20-2020 Pension Contribution Rates

The next item of business was the possible approval of Resolution No. 20-2020 Pension Contribution Rates. **Mr. Rogers** stated it is required annually for the Board of Commissioners to set the Pension Contribution Rates for the employees of the pension plan. The pension plans are currently funded at 101% of the total value of the total liabilities against the pension. Additionally, the Township received enough state aid this year so that no township tax dollars were required for pension funding. These pensions are reviewed by an actuary and they make the recommendation for the pension contribution. The rates will remain the same with the Police rate of 8%, Non-Union rate of 5% and the Union rate of 4%.

**Mr. Boyle moved, seconded by Mr. Cross** that Resolution No. 20-2020 Pension Contribution Rates be approved by voice vote. The rates will remain the same with the Police rate of 8%, Non-Union rate of 5% and the Union rate of 4%. The motion was carried.

Resolution No. 21-2020 VPRP Application for Block and Lot 356-E-45

The next item of business was Resolution No. 21-2020 VPRP Application for Block and Lot 356-E-45.

**Mr. Mizgorski moved, seconded by Mr. Iozzo** that Resolution No. 21-2020 VPRP Application for Block and Lot 356-E-45 be approved by voice vote. The motion was carried.

Commissioners Comments

**Mrs. Fisher** thanked all that helped at the Trunk or Treat event last week. Mrs. Fisher also wanted to remind everyone of Lite Up Night on November 21, 2020 at the Shaler North Hills Library which will be a safe event, following COVID-19 guidelines.

**Mr. Mizgorski** thanked everyone that was involved with the 2020 Road Paving Program as well as everyone that was involved with the “Faith and Blue” program last week.

Manager’s Report

**Mr. Rogers** thanked everyone that helped out at the Trunk or Treat event last week.

Public Comments

**Ed Rak at 3222 Sundale Drive** thanked the 2020 Road Paving for the outstanding job they have done on his street. Also thanked Ms. McRae at the library for the reminder about when the Township having Halloween.

There being no further business, **Mr. Boyle moved, seconded by Mrs. Fisher that the meeting be adjourned at 7:35 PM.**

Respectfully submitted,

Timothy J. Rogers, Secretary
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