

EDGEWORTH BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
July 16, 2019

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Immediately prior to the start of the meeting, Borough Council held an Executive Session to discuss a legal matter. Executive Session began at 6:00 p.m. and ended at 6:59 p.m.

MEETING was called to order at 7:00 p.m. with Council President Joseph T. Hoepp presiding and the following members of Council and officials of the Borough present: Mr. Joseph T. Hoepp, Mr. David T. Aloe, Mr. Ivan T. Hofmann, Mr. Daniel S. Wilson, Mr. Gregory Marlovits, Ms. Carrie A. Duffield, Mrs. Elizabeth H. Genter, Mayor Gary L. Smith, Borough Manager John F. Schwend, and Mr. Brendan Lucas, Esq., representing the Borough Solicitor.

MINUTES of the Regular Meeting and the Conditional Use Hearing held on June 18, 2019 were presented to Council. After some discussion, a motion was made by Mr. Aloe with a second by Mr. Hofmann to approve the Regular Meeting Minutes and the Conditional Use Hearing Minutes from June 18, 2019. All present voted unanimously in favor of the motion.

TREASURER'S REPORT for the month of June 2019 was presented to Council. After review and discussion, this report was ordered received and filed.

INVESTMENT REPORT as of July 16, 2019 was presented to Council. After review and discussion, this report was ordered received and filed.

FINANCIAL REPORT for the month of June 2019 was presented to Council. After review and discussion, this report was ordered received and filed.

BILLS PAYABLE for the month of July 2019 were presented to Council as follows: General Expenditures, in the amount of \$170,767.68 and Scheduled Expenditures, in the amount of \$12,058.17 were presented to Council as per the following list.

Scheduled Expenditures Account

6355	Belson Outdoors	Park Benches	\$4,228.00
6356	Lennon Smith Souleret	Engineering fees	\$7,830.17

After some discussion, a motion was made by Mr. Wilson with a second by Mr. Aloe that a voucher be drawn on the General Account in the amount of \$170,767.68, and a voucher be drawn on the Scheduled Expenditures Account in the amount of \$12,058.17. The motion was unanimously carried by all members in attendance.

TAX COLLECTOR'S REPORT for the month of June 2019 was presented to Council. After some review and discussion, this report was ordered received and filed.

DISTRICT JUSTICE REPORT for the month of June 2019 was presented to Council. District Justice Robert L. Ford, for District Court No. 05-03-02, reported remitting fines in the amount of \$1,454.17 to the Borough for the month. After review and discussion this report was ordered received and filed.

POLICE REPORT for the month of June 2019 was presented to Council. Mr. Hofmann requested that monthly truck-related citations be included in all future police reports. Mr. Schwend gave an

update regarding the previous week's flooding, and stated that the Borough has been in contact with Penn DOT regarding conditions on Way Hollow Road and Little Sewickley Creek Road following heavy rains. State Representative Valerie Gaydos offered her assistance in contact state agencies to reduce the risk of further damages to the roads. After further review and discussion this report was ordered received and filed.

FIRE REPORT for the month of July 2019 was presented to Council. After review and discussion this report was ordered received and filed.

PUBLIC WORKS REPORT for the month of July 2019 was presented to Council. After review and discussion, this report was ordered received and filed.

BUILDING PERMIT AND ZONING PERMIT REPORTS for the month of June 2019 were presented to Council. After discussion, these reports were ordered received and filed.

MS4 UPDATE AND PUBLIC PARTICIPATION: President Hoepf opened the floor for public comment on the topic of stormwater by reviewing the June 2019 MS4 report. With there being no further input, the report was ordered received and filed.

QVCOG EXECUTIVE DIRECTOR'S REPORT: No report was available.

CORRESPONDENCE:

- A. Minutes from the Edgeworth Municipal Authority were received.
- B. Minutes from the Leetsdale Municipal Authority were received.
- C. Correspondence was received from Mr. John Pugh requesting an address change for his property located on a private drive between Woodland Road and Beaver Road due to a change in access. Mr. Schwend stated that the address requested is available, and emergency services have approved access for emergency response vehicles. After some discussion, a motion was made by Mr. Hofmann with a second by Mrs. Genter to approve the request made by Mr. Pugh to change his property address from 446 Woodland Road to 446 Beaver Road. All present voted in favor of the motion.
- D. Correspondence was received from Mr. Charles Etta stating his resignation from the Edgeworth Municipal Authority. Mr. Hoepf thanked Mr. Etta for his many years of service to the community. Mr. Schwend stated that he would begin searching for a replacement to fill the vacancy. After further discussion, a motion was by made by Mr. Hofmann with a second from Mrs. Genter to accept the resignation of Mr. Etta from the Edgeworth Municipal Authority. All present voted in favor of the motion.
- E. Correspondence was received from Mrs. Susan Kaminski requesting that the Borough sponsor another "pop-up" glass recycling event for residents. Mr. Schwend stated that the fee for the event would be \$750, and many residents have expressed interest in another event. At this time, no permanent solution has been identified for glass recycling. After further discussion, a motion was made by Mrs. Genter with a second from Mr. Wilson to hold another glass recycling event for a cost of \$750 in September. All present voted in favor of the motion.

RECOGNITION OF VISITORS CONCERNING NON-AGENDA ITEMS:

William Lang  
Valerie Gaydos

617 Maple Lane  
State Representative, 44<sup>th</sup> District

OLD BUSINESS:

ACTION CONCERNING CONDITIONAL USE APPLICATION OF MS. ALYSON KORMAN – 510

WOODLAND ROAD: President Hoepf stated that following the public hearing held on June 18, 2019, and considering the recommendations set forth by the Edgeworth Planning Commission on May 8, 2019, Council has drafted Resolution 2019-03 approving the Conditional Use application of Ms. Korman for the purpose of running a dog kennel at the property located at 510 Woodland Road. Mr. Hoepf read the resolution into the record. The conditions set forth in Resolution 2019-03 are as follows: the applicant shall obtain all necessary variances from the Zoning Hearing Board, no overnight boarding of customer dogs can occur on the property, no more than fifteen dogs including the applicant's personal dogs may be on the property at one time, hours of operation are only from 10:00 am to 3:00 pm on Monday through Saturday, the applicant's personal dogs must be separate from customer dogs and the area must be surrounded by a chain link fence of at least five feet in height, dogs must be supervised at all times, the Borough Manager or his designee shall be permitted to enter the property to ensure compliance, and operations are subject to the Borough noise ordinance at all times. A motion was made by Mr. Aloe with a second from Mr. Hofmann to adopt Resolution 2019-03 approving Ms. Korman's conditional use permit. Ms. Duffield recused herself from the vote. All others present voted in favor of the motion.

AUTHORIZATION TO ADVERSITE ORDINANCE 553 – AMENDING PROVISIONS OF THE BOROUGH OF EDGEWORTH ZONING ORDINANCE RELATING TO GAS RESOURCES

DEVELOPMENT: Mr. Schwend stated that no changes or corrections were proposed to the draft ordinance following the June Council Meeting. After some discussion, a motion was made by Mr. Hofmann with a second from Ms. Duffield to authorize the advertisement of Ordinance 553 concerning gas resources development. All present voted in favor of the motion.

MEMORIAL BENCHES IN WAY PARK: Mr. Schwend stated that some residents are interested in sponsoring memorial benches in Way Park. He recommended creating a policy to outline the cost and process for residents interested in sponsoring a new bench or adopting an existing bench in Borough parks. Mr. Wilson stated that policy should apply to Borough shade trees as well. After further discussion, Council directed the administrative staff to draft a memorial bench and tree policy, and send it to the Property Committee for consideration.

NEW BUSINESS:

PERSONNEL POLICY MANUAL UPDATE: Mr. Aloe stated that after review, the proposed changes to the personnel policy manual are beneficial and he recommends their adoption for all Borough employees. Mr. Wilson asked whether the Borough solicitor had reviewed the proposed changes for legality, and Mr. Schwend stated that he had. After further discussion, a motion was made by Mr. Aloe with a second from Mr. Hofmann to adopt the changes to the personnel policy manual and to apply them to all Borough employees. All present voted in favor of the motion.

ACTION CONCERNING ESTABLISHING A WAGE RANGE FOR HIRING A FULL-TIME PUBLIC

WORKS EMPLOYEE: Mr. Schwend stated that the search for a Public Works Laborer has continued, and the position should be filled by the end of July. Mr. Schwend asked that, in keeping with the hiring range set in the past, a wage range of \$19.50 to \$22.50 be set. Mr. Wilson asked if this range fit with the budget, and Mr. Schwend stated that it did. After further discussion, a motion was made by Mr. Hofmann with a second from Mr. Wilson to set the wage range for hiring a full time Public Works employee to \$19.50 to \$22.50 per hour. All present voted in favor of the motion.

OTHER BUSINESS:

BOROUGH MANAGER'S UPDATE: Mr. Schwend updated Council on a variety of ongoing and completed projects that have taken place in the Borough over the last few months. A count of all street signs and posts in the Borough is complete, and the pricing and process will be available for the August Council Meeting. Milling and paving for the 2019 Roadway Program is expected to begin in early August. The battery backups for traffic signals on Route 65 have been installed, tested and approved. Columbia Gas has completed their work for medium pressure service to Academy Avenue residents, and new benches in Way Park have been installed. Various projects have been put out for bid, including landscaping and repairing a brick wall at the Borough building, and beautification work along Route 65. The Borough has applied for a grant for modernize the traffic control box at the intersection of Beaver Road and Academy Avenue, and the Borough Arborist is completing the planting plan for Orchard Lane. Finally, the Docuware digital documentation system has proved very useful for tracking invoices and receipts, and the administrative staff is working on scanning additional documents as time permits. After some discussion, Council thanked Mr. Schwend for the update.

EXECUTIVE SESSION: Borough Council entered Executive Session to discuss a personnel matter at 8:00 pm, and returned to regular session at 8:10 pm.

Upon return to Regular Session, Mr. Schwend stated that Administrative Assistant, Ellen DeWeese had completed her probation period and had received an exceptional performance evaluation. Mr. Schwend recommended, per Ms. DeWeese's employment engagement letter, that her annual salary be adjusted from \$39,000 to \$42,000 annually. A motion was made by Mr. Wilson with a second from Mrs. Genter to adjust Ms. DeWeese's salary to \$42,000 annually. All present voted unanimously in favor of the motion.

There being no further business, the meeting on motion duly made and seconded was adjourned at 8:13 p.m.

John F. Schwend – Borough Manager