

**AGENDA
REGULAR MEETING OF BOROUGH COUNCIL
MONDAY, NOVEMBER 16, 2020, AT 4:30 P.M.**

**JOIN ZOOM MEETING
[HTTPS://ZOOM.US/J/94114373278](https://zoom.us/j/94114373278)**

**DIAL BY PHONE
+1 646 876 9923 US
MEETING ID: 941 1437 3278**

1. Call Regular Meeting of Borough Council to Order
2. Comments from the Public on Matters Included on the Agenda
3. Consent Agenda
 - a. Accounts Payable (Attachment A)
 - b. Balance Sheet (Attachment B)
 - c. Minutes from Borough Council's October 19, 2020 Regular Meeting (Attachment C)
 - d. Mayor Report (Attachment D)
 - e. Manager Report (Attachment E)
4. Motion to approve Certificates of Appropriateness, for historical purposes only, for the following proposals, based on the recommendation of the HARB:
 - a. Mr. and Mrs. Paul Heffernan, 319 Scaife Road – Front and Rear Dormer Addition
 - b. Mr. and Mrs. Ben Roethlisberger, 475-477 Scaife Road – Pond Construction subject to the following conditions:
 - i. The submission of final pond planting materials
 - ii. The submission of revised engineering plans addressing Gateway Engineers comment letter of November 10, 2020
 - c. Mr. William Recker, 238 Scaife Road – Barn Renovations subject to the following conditions:
 - i. The submission of revised elevations to reflect the changes as outlined by Urban Design Associates dated November 11, 2020 with a revision to the rear elevation to illustrate the incorporation of two (2) windows
 - ii. The submission of the final material specifications for the stacked stone retaining wall
 - iii. The submission of the final specifications for the proposed lighting fixtures

- d. Mr. Johnathan Gilliland, 175 Audubon Road – Porch Enclosure subject to the following condition:
 - i. The submission of a revised elevation of the gable end of the roof to illustrate the use of two (2) apex windows, rather than four (4) as submitted
- e. Mr. and Mrs. Matthew Braksick, 515 Spanish Tract – Single Family Addition/Landscape Improvements subject to the following conditions
 - i. The submission of a revised sheet A3.5 elevation 1 Partial Proposed Front/East Elevation to illustrate the composition of the windows above the garage in closer proximity to each other in order to more accurately reflect the existing window conditions of the home
 - ii. The submission of final landscape plans to include final material and planting selections

5. 2021 Budget Presentation

6. Motion to authorize the Borough Manager to advertise a synopsis of the 2021 Budget and to make the 2021 Budget available for public inspection.

7. Motion to authorize the Mayor and President of Council to forward the customary Christmas letter to the residents of the Borough of Sewickley Heights in order to provide a Christmas gift to all active employees.

PUBLIC ANNOUNCEMENTS:

The next HARB meeting is scheduled for Thursday, December 17, 2020 at 4:15 p.m.

The next Regular Meeting of the Borough Council will be held on Monday, December 21, 2020 at 4:30 p.m.

ITEMS FOR DISCUSSION:

- November 14, 2020 Glass Recycling Event Review
- Columbia Gas – Backbone/Blackburn Project Update

8. Comments from the Public on Matters Not Included on the Agenda.

9. Adjournment.

EXECUTIVE SESSION:

- Legal Matters

Attachment A

MEMORANDUM

To: Borough Council Members
From: Katie M. Stringent, Borough Manager
Date: November 13, 2020
Subject: FINANCIAL REVIEW

General Fund Bank Account

The current General Fund balance is \$1,324,790.

General Fund Revenues

**Budget vs. Actuals: Major Tax Revenue
 January – November 13, 2020**

	Actual	Annual Budget	% of Budget
301.100 R.E.Taxes-Current	1,529,302.19	1,570,000.00	97.41%
310.100 Real Estate Transfer tax	97,722.67	60,000.00	162.87%
310.210 Earned Income Tax	751,071.35	625,000.00	120.17%
Total Tax Revenue To-Date	\$ 2,378,096.21	\$ 2,255,000.00	105.46%

General Fund Expenses

The monthly check totals \$85,360.75 The top five (5) General Fund expenditures for the month of November are listed below:

VENDOR	DESCRIPTION	AMOUNT
Babst Calland	Monthly Legal Services	\$18,982.40
MEIT	Monthly Health Insurance Benefits for FT Employees	\$15,178.38
Quaker Valley SD	2020 School Tax – 850 Little Sewickley Creek*	\$11,210.78
American Rock Salt	Rock Salt for Winter Road Maintenance	\$6,056.64
Boehmer Heating	Council Chamber Furnace Replacement	\$4,415.00
* Split between Gun Club/Hunt Club Reimbursable		

Bank Account Balances

Account	General Fund	Capital Reserve	Park Fund	Public Landscape	Liquid Fuels	Payroll
Balance	\$1,324,790.48	\$213,629.77	\$17,155.70	\$9,097.15	\$144,764.06	\$3,916.32

Attachment B

Borough of Sewickley Heights
Summary of Real Estate Taxes Due

November 16, 2020

Due by Year

2018	\$454.36
2019	\$6,781.45
Total	\$7,235.81

Itemized Statement of Real Estate Taxes Due by Year and Owner

2018	Tarasi, Louis	\$454.36	
			<u>\$454.36</u>
2019	Scragg, Paul	\$4,504.83	
	Siciliano, Michele	\$1,822.26	
	Tarasi, Louis	\$454.36	
			<u>\$6,781.45</u>

BOROUGH OF SEWICKLEY HEIGHTS
Monthly Bill Sheet
As of November 16, 2020

Date	Vendor	Amount
10/15/2020	AMAZON CAPITAL SERVICES	119.96
09/07/2020	AMAZON CAPITAL SERVICES	57.98
09/07/2020	AMAZON CAPITAL SERVICES	43.00
10/09/2020	AMAZON CAPITAL SERVICES	278.98
10/09/2020	AMAZON CAPITAL SERVICES	215.96
10/09/2020	AMAZON CAPITAL SERVICES	27.93
10/12/2020	AMAZON CAPITAL SERVICES	828.65
10/15/2020	AMAZON CAPITAL SERVICES	112.47
10/15/2020	AMERICAN ROCK SALT COMPANY LLC	6,056.64
10/15/2020	AMERISERV TRUST & FINANCIAL 93-0006-01-0	1,958.90
10/15/2020	ARAMARK UNIFORM SERVICES	154.42
10/15/2020	BABST CALLAND	18,982.40
10/18/2020	BOB SUMEREL TIRE COMPANY	1,109.08
10/18/2020	BOEHMER HEATING AND COOLING CO.	4,415.00
10/19/2020	BOLEA OIL	152.04
10/19/2020	CHAR-WEST COUNCIL OF GOVERNMENTS	2,880.00
10/19/2020	COVERALL	244.00
10/20/2020	COVERALL	244.00
10/20/2020	CRANBERRY SUPPLY CO INC	751.50
10/20/2020	CRYSTAL SPRINGS	33.74
10/20/2020	DONNA M MCMULLEN	665.00
10/22/2020	DRAGUN'S LANDSCAPE SUPPLY	178.00
10/22/2020	FIRST COMMONWEALTH BANK 0159	232.67
10/22/2020	GATEWAY ENGINEERS INC, THE	32.50
10/22/2020	GATEWAY ENGINEERS INC, THE	1,776.25
10/23/2020	GATEWAY ENGINEERS INC, THE	832.75
10/26/2020	GATEWAY ENGINEERS INC, THE	260.00
10/26/2020	GATEWAY ENGINEERS INC, THE	93.00
10/27/2020	GATEWAY ENGINEERS INC, THE	195.00
10/27/2020	GATEWAY ENGINEERS INC, THE	265.00
10/27/2020	GATEWAY ENGINEERS INC, THE	507.00
10/28/2020	GATEWAY ENGINEERS INC, THE	97.50
10/29/2020	GATEWAY ENGINEERS INC, THE	274.25
10/29/2020	GATEWAY ENGINEERS INC, THE	32.50
10/29/2020	GATEWAY ENGINEERS INC, THE	274.25
10/29/2020	GATEWAY ENGINEERS INC, THE	116.00
10/30/2020	GATEWAY ENGINEERS INC, THE SEO	520.00
10/30/2020	GATEWAY ENGINEERS INC, THE SEO	195.00
10/31/2020	GATEWAY ENGINEERS INC, THE SEO	32.50
10/31/2020	GATEWAY ENGINEERS INC, THE SEO	455.00
10/31/2020	GATEWAY ENGINEERS INC, THE SEO	32.50
10/31/2020	GATEWAY ENGINEERS INC, THE SEO	550.00

10/31/2020	GATEWAY ENGINEERS INC, THE SEO	780.00
10/31/2020	GROFF TRACTOR & EQUIPMENT BP0007938	185.38
11/01/2020	GUARDIAN PROTECTION SERVICES	78.56
11/01/2020	GUMPHER ELECTRICAL SERVICES	580.00
11/01/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	13.49
11/02/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	26.97
11/02/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	6.93
11/03/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	7.19
11/03/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	44.56
11/03/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	51.42
11/03/2020	INCOM SUPPLY OF PITTSBURGH INC 7116	60.68
11/03/2020	JENLOR INTEGRATIONS LLC	610.80
11/6/2020	MEIT	15,178.38
11/03/2020	MRM TRUST WORKERS COMP FUND 136	3,211.00
11/03/2020	PA DEPARTMENT OF AGRICULTURE	35.00
11/04/2020	PA STATE ASSOCIATION OF BOROUGHES 1017	587.00
11/04/2020	PITTSBURGH POST GAZETTE	550.25
11/05/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	11,210.78
11/05/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	439.08
11/06/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	49.26
11/06/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	55.68
11/06/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	100.66
11/06/2020	QUAKER VALLEY SCHOOL DISTRICT 0378	42.83
11/06/2020	ROBINSONS HOME AND GARDEN 739607	44.90
11/06/2020	SEWICKLEY WATER AUTHORITY 1354-0	54.76
11/06/2020	SEWICKLEY WATER AUTHORITY 1484-0	442.50
11/06/2020	SEWICKLEY WATER AUTHORITY 1485-0	62.18
11/06/2020	STANDARD INSURANCE	469.79
11/06/2020	STATION AUTO PARTS 13610	10.78
11/06/2020	STATION AUTO PARTS 13610	11.46
11/06/2020	STATION AUTO PARTS 13610	1.99
11/06/2020	STATION AUTO PARTS 13610	6.19
11/06/2020	STATION AUTO PARTS 13610	296.27
11/06/2020	STATION AUTO PARTS 13610	96.31
11/06/2020	STATION AUTO PARTS 13610	24.50
11/06/2020	STATION AUTO PARTS 13610	47.67
11/06/2020	STATION AUTO PARTS 13610	6.69
11/06/2020	STATION AUTO PARTS 13610	67.69
11/06/2020	STRASSBURGER MCKENNA GUTNICK & GEFSKY	1,407.00
11/06/2020	TRAPUZZANOS UNIFORMS	115.00
11/06/2020	TRAPUZZANOS UNIFORMS	74.00
11/06/2020	TRAPUZZANOS UNIFORMS	272.00
11/06/2020	VERIZON (FHNC Phone) 412 741-7536 397 99Y	72.47
11/06/2020	VERIZON (Boro Phone) 412 741-5119 116 21Y	746.03
11/09/2020	VERIZON (Garage Phone) 412 741-0203 395 04Y	61.06
11/09/2020	VERIZON FIOS	112.68
11/10/2020	VERIZON FIOS	179.99

11/10/2020	VERIZON WIRELESS 802554358-00001	189.71
11/23/2020	WELLS FARGO FINANCIAL LEASING	149.51
10/20/2020	WITMER PUBLIC SAFETY GROUP	148.40
	TOTAL	<u>\$ 85,360.75</u>

BOROUGH OF SEWICKLEY HEIGHTS

MONTHLY BALANCE SHEET

As of October 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
100.00 Cash	215,069.91
111.100 First National GENERAL 8756	1,374,924.71
112.000 First National PAYROLL	42,740.21
113.000 First National CAPITAL	172,231.01
114.000 First National PARK	231.41
115.000 Investments	0.01
116.000 First National LIQUID FUELS	144,764.01
Total Bank Accounts	\$1,949,961.61
Accounts Receivable	
120.00 Accounts Receivable	16,073.51
Total Accounts Receivable	\$16,073.51
Other Current Assets	
126.000 Audit--Accts Receivable	94,860.61
138.00 Due from Subdividers	
138.030 Due from Residents-SEO Activity	5,693.21
Total 138.00 Due from Subdividers	5,693.21
140.00 Real Estate Tax Receivable	
140.010 R.E. Tax Receivable-Cur. Yr.	14,001.31
141.010 R.E. Tax Receivable-Prior Yr.	21,581.71
142.010 R.E. Tax Receivable--Del. Yr.	0.01
143.010 R.E. Tax Receivable--Penalties	3,578.31
Total 140.00 Real Estate Tax Receivable	39,161.41
149.000 Undeposited Funds	1,521.01
153.000 Receivable Escrow Accounts	-966.71
155.00 Prepaid Items	54,615.41
Total Other Current Assets	\$194,885.11
Total Current Assets	\$2,160,920.21
TOTAL ASSETS	\$2,160,920.21

BOROUGH OF SEWICKLEY HEIGHTS

MONTHLY BALANCE SHEET

As of October 31, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.00 Accounts Payable	-282,091.00
Total Accounts Payable	\$ -282,091.00
Other Current Liabilities	
200.01 Audit Acct Payable	32,571.20
201.000 Audit--Accts Payable	290,928.60
202.000 Auditor Accounts Payable	0.00
204.000 Auditor Accrued Payroll	81,432.90
210.00 Payroll Current Liabilities	-22,066.40
230.000 Deferred Revenue (Audit)	39,141.40
230.100 Due to/from General Fund	0.00
230.200 Due to/from Other Funds	0.00
239.000 Payroll Suspense	17,227.80
240.000 Accrued Liabilities	0.00
252.00 Taxes/Fees Collected in Advance	-115.00
253.00 Escrow Accounts	34,894.50
254.000 SEO Escrow Accounts	21,808.70
259.200 T.A.N. Payable	0.00
282.100 Contributions from Residents	-35,296.10
492.400 Transfer to Capital Projects	0.00
Total Other Current Liabilities	\$460,527.70
Total Current Liabilities	\$178,436.70
Total Liabilities	\$178,436.70
Equity	\$1,982,483.50
TOTAL LIABILITIES AND EQUITY	\$2,160,920.20

Attachment C

REGULAR MEETING OF BOROUGH COUNCIL, BOROUGH OF SEWICKLEY HEIGHTS,
ALLEGHENY COUNTY, PENNSYLVANIA, HELD ON MONDAY, OCTOBER 19, 2020,
VIA ZOOM DUE TO THE COVID-19 GLOBAL PANDEMIC

The meeting was called to order by President Hundley at 4:30 p.m.

Present via zoom were Council Members Snyder, Sirianni, Kinney, McCargo, Sirianni, and Means; Mayor Oliver; Assistant Solicitor Golfieri; and Public Works Director Briggs.

Visitors present via zoom were Dr. William McCoy, 122 Barberry Road; Mr. Frank Cservak, 174 Barberry Road; Ms. Donna McMullen, Donna M. McMullen Inc.; Mrs. Brenda Roethlisberger; Mrs. Emilie Szakach, 73 Stonedale Road; Ms. Patricia Salopek Krecek, 145 Hilltop Lane; Mr. and Mrs. Ben Roethlisberger, 30 Audubon Road; Mr. Brendan Noone, 807 Blackburn Road; Ms. Marsha Zak, 315 Scaife Road; Mr. John Edson, John Edson Law; Mr. Michael Ott, 100 Legacy Dr.; Dr. Elizabeth O'Keefe, 479 Scaife Road; Dr. Verna Corey, 895 Blackburn Road; Ms. Kim Krysinski, 317 Scaife Road; Dr. Steven Austin, 465 Scaife Road; Ms. Geraldine Pivar, 75 Stonedale Road.

Council President Hundley made an announcement regarding the Borough's public meeting procedures during the COVID-19 Global Pandemic and reminded the public of the Rules of Decorum for public meetings.

Council President Hundley opened the meeting for comments from the public on matters on the agenda.

There begin none, Borough Council held a public hearing in re. an application requesting conditional use approval for a Special or Studio School on property located at 475-477 Scaife Road in the Borough's A Historical-Rural Residential District, currently designated as Allegheny County Block/Lot No. 605-S-32. The application was made pursuant to Section 4.04, Table 2, and Article 12 of the Borough's Amended and Restated Zoning Ordinance No. 294. During the public hearing, Borough Council convened in executive session from 5:21 p.m to 5:36 p.m. Upon concluding the public hearing, motion by Mr. Means, seconded by Mr. Snyder to approve the conditional use application for a Special or Studio School on property located at 475-477 Scaife Road in accordance with the application materials, plans, and testimony accepted into the hearing record by Borough Council and subject to the conditions, as amended by Borough Council, that were recommended by the Planning Commission as set forth in the memorandum dated October 16, 2020, which was entered into the hearing record as Exhibit "9", was approved 5-1.

Motion by Mr. Means, seconded by Mr. Kinney, to approve the Consent Agenda to include the Accounts Payable Report, the Balance Sheet, the minutes from Borough Council's September 21, 2020 Regular Meeting, the Mayor Report, and the Manager Report, was unanimously approved.

Motion by Mr. McCargo, seconded by Mr. Hundley, to approve Certificates of Appropriateness, for historical purposes only, for the following proposals, based on the recommendation of the HARB, was unanimously approved:

- a. Mr. and Mrs. Keith Kronk, 148 Barberry Road - Swimming Pool and Pool House subject to the following condition -

- i. A variance from the maximum building and lot coverage restrictions of Section 5.04D and E. of the Borough's Zoning Ordinance No. 294 as Amended from the Borough's Zoning Hearing Board
- b. Mr. and Mrs. Ben Roethlisberger, 475-477 Scaife Road – Farmhouse Renovations Amended Certificate of Appropriateness contingent on the purchase of 475-477 Scaife Road
- c. Mr. William Recker, 475-477 Scaife Road – Farmhouse Renovations Extension of Certificate of Appropriateness
- d. Mr. James Mohn, 257 Scaife Road – Generator Installation

Motion by Mr. Means, seconded by Mr. Snyder, to authorize the Borough Manager to pay off the First National Bank Tax Anticipation Note (TAN) Loan in the amount of \$550,0000 plus interest and fees, was unanimously approved.

Council President Hundley made the following public announcements:

The Zoning Hearing Board will hold a special meeting and hearing on Thursday, November 5, 2020 at 3:30 p.m. in the Borough Hall garage.

The next HARB meeting is scheduled for Thursday, November 12, 2020 at 4:15 p.m.

The next Regular Meeting of the Borough Council will be held on Monday, November 16, 2020 at 4:30 p.m.

Borough Council and Director Briggs then reviewed the following Items for Discussion:

- Allegheny Land Trust – Barberrry Road
- October 10, 2020 Glass Recycling Event Review
- Salt Storage Agreement – Glen Osborne Borough

Council President Hundley then opened the meeting for public comment on matters not included on the agenda.


Mr. Cservak made comments regarding the fencing on the Allegheny Land Trust property at 202 Barberrry Road, the Borough's recycling program, and HARB policies and procedures.

Mr. John Edson asked questions regarding Quarry Road on behalf of his clients Mr. Brendan and Chelsianna Noone, 807 Blackburn Road.

There being no further comment, Council President Hundley announced that Borough Council will now temporarily adjourn for a separate meeting in Executive Session for purposes of discussing certain legal matters. No official action will be taken during this Executive Session. The matters discussed, and the materials provided in this meeting are confidential, and Members of Council and Mayor agree, by their attendance, that they will keep such matters and materials confidential.

Council adjourned into Executive Session at 6:15 p.m. and reconvened the meeting at 6:32 p.m.

There being no further business, the meeting adjourned at 6:32 pm.


Secretary

President of Council

Attachment D

**BOROUGH OF SEWICKLEY HEIGHTS
POLICE DEPARTMENT**

**MAYOR'S REPORT
November 16, 2020**

	<u>2020</u>	<u>October</u>	<u>Y - T - D</u>
Reports		56	619
Traffic citations issued		22	242
Borough Fines		\$1,044.52	\$3,841.35
State Fines		\$0.00	\$0.00

	<u>Car #7631</u>	<u>Car #7631</u>	<u>Car #7632</u>	<u>Car #7632</u>	<u>Month</u>	<u>Y-T-D</u>
	<u>2017 Explorer</u>	<u>Y - T - D</u>	<u>2019 Explorer</u>	<u>Y - T - D</u>	<u>Total</u>	<u>Total</u>
Maint. & repairs	\$164.30	\$729.20	\$0.00	\$0.00	\$164.30	\$729.20
Tires	\$0.00	\$1,531.99	\$0.00	\$0.00	\$0.00	\$1,531.99
Insurance	\$55.41	\$498.69	\$0.00	\$0.00	\$55.41	\$498.69
Gasoline	\$1,004.87	\$9,191.20	\$80.92	\$786.72	\$1,085.79	\$9,977.92
TOTAL COSTS	\$1,224.58	\$11,951.08	\$80.92	\$786.72	\$1,305.50	\$12,737.80

<u>Month miles</u>	<u>Odometer</u>	<u>Month Miles</u>	<u>Odometer</u>
5,383	155,720	771	15,373

MILEAGE

Attachment E

**BOROUGH OF SEWICKLEY HEIGHTS
MANAGER'S OCTOBER REPORT**

November 16, 2020

MAYOR AND COUNCIL:

POLICE DEPARTMENT

Fifty-six reports were made and investigated in October, plus twenty-two traffic citations, twenty warnings and 336 vacant house checks. The Department responded to fourteen requests for assistance (six from the ambulance authority, one from a resident, three from the fire department and four from neighboring departments); two reports of suspicious vehicles, two traffic stops, two traffic complaints, four vehicle crashes, three disabled vehicles and one report of an open/unsecured door. The Department investigated three utility complaints, two reports of hazardous conditions, one game law violation, one welfare check, one disturbance, six animal complaints, five dog complaints and one miscellaneous report. Four alarms were received, all false.

HEALTH DEPARTMENT

There were twenty confirmed cases of COVID-19 in the Borough as of November 9, 2020.

FIRE DEPARTMENT

Four fire alarms were received, all false.

BUILDING PERMITS

There were two permits issued in October.

15-2020	Leslie Braksick	Demolition of a porch and add rear addition to connect living space to existing pool deck, 515 Spanish Tract Road
17-2020	Hildy & Paul Heffernan	The replacement of failing windows and doors, 319 Scaife Road



Borough Manager

Borough of Sewickley Heights
Attn: Katie Stringent
Borough Manager
238 Country Club Drive
Sewickley, PA 15143

November 5, 2020

Non-Litigation Matters

INVOICE	MATTER NUMBER	MATTER DESCRIPTION	ACCOUNT ACTIVITY	AMOUNT
1296539	05417-0001000	General Matters	Professional Fees Costs	\$ 1,608.00 \$ - <u>\$ 1,608.00</u>
1296540	05417-0001003	Zoning Matters	Professional Fees Costs	\$ 117.00 \$ - <u>\$ 117.00</u>
1296541	05417-0001006	Historic District Ordinance	Professional Fees Costs	\$ 873.00 \$ - <u>\$ 873.00</u>
1296542	05417-0001016	Tax Ordinance	Professional Fees Costs	\$ 19.50 \$ - <u>\$ 19.50</u>
1296543	05417-0001024	Auditor's Letter	Professional Fees Costs	\$ 721.50 \$ - <u>\$ 721.50</u>
1296544	05417-0001051	Landscaping and Tree Management Matters	Professional Fees Costs	\$ 58.50 \$ - <u>\$ 58.50</u>
1296545	05417-0001055	Greer Claim, 297 Merriman Road	Professional Fees Costs	\$ 429.00 \$ - <u>\$ 429.00</u>
1296546	05417-0001080	Salt Shed License	Professional Fees Costs	\$ 156.00 \$ - <u>\$ 156.00</u>

INVOICE	MATTER NUMBER	MATTER DESCRIPTION	ACCOUNT ACTIVITY	AMOUNT
1296547	05417-0001083	Fetterolf - US Attorney Investigation	Professional Fees Costs	\$ 97.50 \$ - <u>\$ 97.50</u>
1296548	05417-0001084	US Attorney Investigation Documents Only	Professional Fees Costs	\$ 198.75 \$ - <u>\$ 198.75</u>
1296550	05417-0001091	174 Barberry - Otis Barn Zoning Matter	Professional Fees Costs	\$ 78.00 \$ - <u>\$ 78.00</u>
1296551	05417-0001094	Quarry Road Resident Matters	Professional Fees Costs	\$ 1,488.00 \$ - <u>\$ 1,488.00</u>
1296552	05417-0001102	Quarry Road Public Sewer Line Project	Professional Fees Costs	\$ 346.50 \$ - <u>\$ 346.50</u>
1296554	05417-0001104	Rose Farm Zoning Matter	Professional Fees Costs	\$ 7,734.50 \$ - <u>\$ 7,734.50</u>
1296556	05417-0001106	Kronk Variance Application	Professional Fees Costs	\$ 112.50 \$ - <u>\$ 112.50</u>
Total for Non-Litigation Matters October 2020				\$14,038.25
<u>Litigation Matters</u>				
1296549	* 05417-0001088	Fetterolf Zoning Litigation Claim No. 4233212	Professional Fees Costs	\$ 2,318.00 \$ - <u>\$ 2,318.00</u>
1296553	05417-0001103	Fettrolf Zoning Matter Commonwealth Court Appeal	Professional Fees Costs	\$ 2,074.50 \$ 90.25 <u>\$ 2,164.75</u>

INVOICE	MATTER NUMBER	MATTER DESCRIPTION	ACCOUNT ACTIVITY	AMOUNT
1296555	05417-0001105	Kline De Facto	Professional Fees	\$ 2,668.50
		Taking Claim	Costs	\$ 110.90
				<u>\$ 2,779.40</u>

Total for Litigation Matters October 2020 \$ 7,262.15

*** To Be Invoiced To Carrier.**

**GATEWAY ENGINEERS**

100 MCMORRIS ROAD
PITTSBURGH, PA 15205-9401
412.921.4030 PHONE
855.634.9284 TOLL FREE
412.921.9960 FAX
GatewayEngineers.com

November 12, 2020
C-60000-2020

MEMO TO: Sewickley Heights Borough Council
Ms. Katie Stringent, Borough Manager/Planner
Mr. Denis Ranalli, Building Inspector
Ms. Laura Stone, Borough Solicitor
Ms. Alyssa Golfieri, Assistant Borough Solicitor

FROM: THE GATEWAY ENGINEERS, INC.
Mark W. Reidenbach, P.E., P.L.S., S.E.O., Borough Engineer
Bryan W. Flaugh, P.E., Borough Engineer

SUBJECT: Engineers Update for November 2020

PLAN REVIEWS & INSPECTIONS:**C-60000-2018 Wright Residence Road Bonding**

Gateway prepared a letter of recommendation for a road bonding amount in conjunction with the Wright residence construction in Edgeworth Borough. Heavy truck traffic will travel along Quaker Hollow Road, Backbone Road, and Persimmon Road. The road condition was videotaped by Gateway on April 12, 2018. Once construction is completed, post construction videotaping will be scheduled. *No further action has occurred on the project this month.*

C-60210-0007 Kronk Residence Pool Plan (148 Barberry Road)

Plan review letter was provided to the Borough Manager on October 30, 2020. Gateway is awaiting revised plans and comment responses from the applicant/applicant engineer.

C-60257-0001 Thomas Residence Pool Plan (137 Darlington Lane)

A site meeting was held on-site on November 9, 2020 with the Applicant, Contractor, Borough Manager and Building Inspector. The Applicant is to provide revised plans per the field discussions of the changes that have occurred during construction to the approved plan. Additionally, it appears that the Thomas on-lot septic system is malfunctioning. Applicant is to follow up with Gateway on the status of an evaluation of the septic system components functionality.

C-60260-0001 Hundley Residence Addition (275 Scaife Road)

A pre-construction meeting was held August 25, 2020 to kick-off the addition project. Gateway to inspect for final site restoration and landscaping upon notice from the applicant. *No further action has occurred on the project this month.*

A FULL SERVICE CIVIL ENGINEERING FIRM

MUNICIPAL ENGINEERING • LAND DEVELOPMENT • SURVEYING • GIS MAPPING
LANDSCAPE ARCHITECTURE • STRUCTURAL ENGINEERING • TRAFFIC ENGINEERING
ENVIRONMENTAL / ECOLOGICAL • GEOTECHNICAL • INSPECTION / MATERIAL TESTING

MISSION STATEMENT

TO HELP OUR CLIENTS REACH A HIGHER
LEVEL OF SUCCESS THROUGH KNOWLEDGE,
EXPERIENCE AND RESPONSIVENESS



C-60329-0004 Rose Farm – Roethlisberger Pond Plan (475 Scaife Road)

Plans for the proposed pond were submitted and review by Gateway and an initial review letter was provided October 23, 2020. Subsequent revised plans were reviewed, and a comment letter was provided to the Borough Manager and Applicant on November 11, 2020.

C-60339-0001 Wyche Residence Grading Permit (194 Merriman Road)

An updated construction schedule is requested to facilitate site inspections.
No further action has occurred on the project this month.

C-60350-0002 Skyes Residence Pool Plan (44 Pink House Road)

A site inspection was performed on October 26, 2020. A site observation report was provided to the Borough Manager and Building Inspector. Gateway to follow-up with periodic site inspections.

C-60353-0002 Williams Residence (270 Merriman Road)

Project is to be delayed due to COVID-19.
No further action has occurred on the project this month.

C-60363-0001 Volpe Residence (450 Backbone Road)

Gateway to continue periodic site inspections in conjunction with the Volpe pool project.

C-60363-0002 Volpe Residence Pool (450 Backbone Road)

A site inspection was performed on October 26, 2020. A site observation report was provided to the Borough Manager and Building Inspector. Gateway to follow-up with periodic site inspections.

C-60366-0000 Ditano Residence (808 Blackburn Road)

Gateway to perform final site inspection for conformance with approved plans. A site observation report will be provided after inspection,

C-60373-0000 Stangert Residence (2 Thawmont Drive)

A partial re-submission from the applicant was reviewed; however, the documentation is lacking a soils/geotechnical analysis with recommendation for the proposed wall design. Gateway to follow-up with applicant to discuss the outstanding design issues and geotechnical concerns.
No further action has occurred on the project this month.

C-60374-0000 Smith Residence (538 Backbone Road)

A final site inspection was performed on October 22, 2020 and a site inspection report was provided to the Borough Manager, Building Inspector, and Contractor. This project is completed.

C-60382-0000 O'Brien Residence Garage Addition (253 Scaife Road)

A pre-construction meeting needs to be held prior to beginning construction.
No further action has occurred on the project this month.

C-60383-0000 Schober Residence Garage Addition (253 Scaife Road)

A site inspection was performed on October 26, 2020. A site observation report was provided to the Borough Manager and Building Inspector. Gateway to follow-up with periodic site inspections.



C-60386-0000 Rodgers Residence (96 Pink House Lane)

A site inspection was performed on October 26, 2020. A site observation report was provided to the Borough Manager and Building Inspector. Gateway will perform a final site inspection after final restoration/stabilization of the site.

ON-LOT SEPTIC PERMITS:

C-60151-2019 Rekaise Septic Permit Z110585 (9 Quarry Road)

Existing septic tank was converted to a holding tank. Applicant has stated they would like to investigate a repair of the existing absorption area.

No further action has occurred on the project this month.

C-60151-2019 Quinn Septic Permit Z110584 (3 Quarry Road)

Existing combined septic tank was removed, and a new holding tank was installed. Construction is completed and permit is ready for close-out.

No further action has occurred on the project this month.

C-60151-0001 Borough Building Septic Issue

Gateway is waiting for response from the Allegheny Country Club to discuss the project and present the sewage planning module.

No further action has occurred on the project this month.

C-60201-0001 Brianna Kline Septic Permit Z110579 (25 Way Hollow Road)

Gateway met on-site with new property owner on October 6, 2019 to field view the site and installed on-lot septic system. The applicant was advised that the system will need to run through a complete start up to verify compliance with the small flow permit requirements and system design. Follow-up inspections will be performed as indicated by the applicant.

No further action has occurred on the project this month.

C-60210-0006 Kronk Septic Permit Z110592 (148 Barberry Road)

Construction is complete and permit is ready for close-out.

No further action has occurred on the project this month.

C-60260-0001 Hundley Residence Septic Permit (275 Scaife Road)

A site inspection was performed on October 16, 2020 of the tank riser extensions. The work is completed, and the permit is ready to be closed out.

C-60329-0001 Recker Residence Septic Permit Z110566 & Z110576(477 Scaife Road)

Additional soil testing was observed with Andrasko and Associates on October 7, 2020. Additional primary and reserve absorption areas were identified.

No further action has occurred on the project this month.

C-60340-0002 Jardini Residence Septic Permit Z 110597 (26 Timberhill Drive)

A site inspection was performed on October 28, 2020 of the house lateral replacement. The work is completed, and the permit is ready to be closed out.



C-60353-0001 Williams Septic Permit Z110575 (270 Merriman Road)

System design is approved project is to be delayed due to COVID-19.
No further action has occurred on the project this month.

C-60360 John Greer (297 Merriman Road)

Assisting the Borough as necessary or requested.
No further action has occurred on the project this month.

C-60368-0001 PNC Bank Septic Permit Z110569 (881 Blackburn Road)

The applicant was made aware that a no-lien letter will not be issued until the complete permit approval is in hand from PaDEP.
No further action has occurred on the project this month.

C-60369-0001 Malkin Septic Permit Z110567 (862 Blackburn Road)

Repairs to the system were made. SEO to follow-up with applicant to confirm system functionality.
No further action has occurred on the project this month.

C-60370-0001 Chappell Septic Permit (6 Farmhill Road)

Construction is completed and the permit is ready for close-out.
No further action has occurred on the project this month.

C-60375-0000 Means On-Lot Septic Permit (22-24 Lanes End)

The applicant has retained an engineer to design and permit a stream discharge septic disposal system.
No further action has occurred on the project this month.

C-60376-0000 Oliver Septic Permit Z110578 (334 Scaife Road)

An updated schedule for on-lot septic system installation is needed from the applicant.
No further action has occurred on the project this month.

C-60377-0000 Follet Septic Permit Z110580 (2 Farmhill Road)

Construction is completed and the permit is ready for close-out.
No further action has occurred on the project this month.

C-60378-0000 Moore Septic Permit Z110582 (4 Quarry Road)

Construction is completed and permit is ready for close-out.
No further action has occurred on the project this month.

C-60384-0000 Riley Septic Permit Z110588 (390 Ferry Road)

Soil testing was performed on May 27, 2020 with Andrasko & Associates, soil scientist. A replacement on-lot septic area was located upslope of the current residence. The applicant is to field survey the replacement area location to confirm setbacks are met on the parcel exterior boundary.
No further action has occurred on the project this month.

C-60385-0000 Brooks Septic Permit Z110590 (117 Country Club Road)

Construction is completed and permit is ready for close-out.
No further action has occurred on the project this month.



C-60387-0000 Machatzke Septic Permit Z110591 (321 Scaife Road)

Construction is complete and permit is ready for close-out.

No further action has occurred on the project this month.

C-60388-0000 Buchser Septic Permit Z110589 (505 Scaife Road)

Reserve area soils testing occurred on October 22, 2020. A reserve soil absorption area was located and the repairs to the septic tank and distribution are completed. Construction is complete and permit is ready for close-out.

C-60389-0000 Gilliland Septic Permit Z110594 (175 Audubon Road)

Applicant is coordinating with Gateway and Economy septic to investigate the existing on-lot septic system and components.

C-60391-0000 West Septic Permit Z110596 (246 Pink House Road)

Soil testing for a replacement soil absorption area is to be scheduled by the applicant. The existing absorption area is malfunctioning.

BOROUGH PROJECTS:

C-60379-0001 Quarry Road Sanitary Sewer Design

Preliminary design has been completed

No further action has occurred on the project this month.

C-60379-0002 Quarry Road Sewage Facilities Planning Module

See attached Project Status Report



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Project Status Report

November 11, 2020

Project Name: Quarry Road Sanitary Sewer Planning Module
Project Number: C-60379-0002
Prepared By: Bryan W. Flaugh, P.E. and Mark W. Reidenbach, P.E., P.L.S., SEO

Summary of Recent Activity

- Revised Draft Sewage Facilities Planning Module Component 3M
 - Submitted module to Sewickley Borough for approval of sewage flows
 - Received approved copies of documents from Sewickley Borough
 - Submitted Component 4A to Borough Manager for completion
 - Submitted Component 4C to Allegheny County Health Department for completion.
- Received response from DCED that the project is not eligible for the Sewage Facilities Program Grant. The grant instructions state that eligible projects include planning work required under the Pennsylvania Sewage Facilities Act. Unfortunately, only DEP Approved Act 537 Plan Updates are eligible for this grant.
- Miscellaneous communications with Borough Staff

Upcoming Tasks

- Continue to Seek grant opportunities for the planning, design, and construction.
- Prepare final Sewage Facilities Planning Module Component 3M
 - Finalize Institutional Evaluation
 - Finalize Cost and Funding Analysis
 - Develop Project Implementation Schedule
 - Assist Borough with completion of Component 4A and Resolution
 - Submit final module to the PADEP
- Assist Borough with development of Inter Municipal Agreements
- Miscellaneous communications with Borough Staff

Issues

- The planning module will need to be publicly advertised in the local newspaper. The module will need to be available at the Borough office for review and comment by the public. The review and comment period are required to last for 30 days.
- Details on how the project will be funded will also need to be part of the module. A tap fee and monthly user fee will need to be developed and submitted with the planning module.
- The PADEP Part II permit application cannot be submitted to the PADEP until the Sewage Facilities Planning Module is approved by the PADEP.

DENIS RANALLI
2555 Ashwood Court
Freedom PA 15042
724-612-8616
October 31, 2020

RE: Monthly Report Update, Building Code Official
Sewickley Heights Borough
Month of October 2020

Permit Status Report: Attached

Number of Inspections Conducted: (9)

Permits Final & Complete: (1)

1. Smith, 538 Backbone Rd., Detached Garage

Plan & Code Submittal Reviews: (-)

Other:

Respectfully Submitted,

Denis Ranalli

Denis Ranalli
Building Code Official

Sewickley Heights Permit Status Report, Denis Ranalli, Building Code Official							2020 OCTOBER	
Permit	Location	Owner	Contractor	Phone	Type	Last Inspection	STATUS	
OLD	PERMITS Outstanding							
BP-G2014	894 Blackburn	Thorne	Bridges/Dan	412-427-4524	SFD	4/26/18 FINAL/ Occupancy	Partial Complete	
BP-C2016	250 Country Club	Algy Cntry Club	Landau (Emory)		Club House Lower Lvl	5/4/16 Occupancy Items	Temporary Occupancy	
BP-K2016	11 Thawmont	Wilcox	Ed Zajac		Barn	8/24/16 Foundation	Frame Start	
BP-I2018	808 Blackburn Rd	Ditano	DCI Joe		New Home	12/12/19 Final Corrections	Corrections to Complete	
CURRENT	PERMITS							
BP-F-2017	520 Scaife Rd	Pell-Smith	Gary Tressor	724-831-9494	Add / Renov	5/1/19 Frame progress	Windows Complete	
Z-2-2018	243 Merriman Rd	G Hammer	Pella		Window Replace	10/5/2018 Progress	Windows Complete	
Z-4-2018	442 Backbone Rd	J West	Uri Byler	330-627-0345	Roof Shgl			
BP-K2018	520 Scaife Rd	Smith-Pell			Interior Renovations	10/5/18 Progress	Near Completion	
D-1-2018	246 Scaife Rd	N. Moss			Pool Demo	11/7/18 Pool & Deck Demo	Complete Restoration	
BP-M2018	450 Backbone Rd	Volpe	David St-Jacques		Pool	10/6/20 Pool & Patio in	Need to Complete	
BP-P2018	168 Darlington Ln	Al Barbour	Matt Kelly	215-205-8648	Cottg Renv	10/8/19 Wallboard	Continue	
D-1-2019	269 Scaife	Klemash	Elise Keely		Pool Demo	9/16/19 Pool Demo/Fill	Finish site Restoration	
Z	Scaife	Buchser			Barn Restore	10/2/19 Start Site Work	Proceed	
Z	Blackburn Rd	Wilpen Hall	Martin Maines		Various Maint. Projects	9/6/19 Tour Prprty Projects		
	405 Backbone Rd	Brown	Ryan		Windows & Doors	10/15/19 NO SHOW	Need to obtain Permit(s)	
	Fox Hill Farm	Thompson			Deck	1/8/19 Exist Conditions	COMPLETE	
BP-G2019	538 Backbone Rd	Rodney Smith			Det Garage	10/6/20 FINAL		
BP-C2020	879 Blackburn Rd	O'Rourke	Russ Mixer		Interior Renovations	6/15/20 Wallboard		
BP-D2020	119 Darlington Ln	Poepping	Adam Sticker		Interior Renovations	6/8/20 Rough Frame	6/11/20 Insulation & Corrects	
BP-F2020	1901 Glen Mitchell	FH Nature Ctr			Pavillion		9/15/20 Posts on Cntr Brzway	
BP-G2020	1924 Glen Mitchell	Carley	Healey Co		Addition	7/23/20 Pier Footers		
BP-H2020	19 Pink House Ln	Rogers			Pool	7/23/20 Start		
BP-J2020	275 Scaife Rd	Hundley	Tom Bamishin	412-609-4408	Kitchen Add'n	10/22/20 Foundation		
BK-K2020	505 Scaife Rd	Buscher	Mike Geotz	412-537-8607	Deck	10/6/20 Deck Final	Need to Grade & Landscape	
BP-I2020	825 Persimmon	Schober	Dante	412-526-1616	Det Garage	10/6/20 Fndn Wall Forms	Fndn Poured / Backfill start	
	1850 Glen Mitchell	Anthony Roppa		412-529-0356	Pre-Fab Firpic	9/10/20 Rough Frame		
BP-M2020	515 Spanish Tract	Braksick	Jeff Ott		Addition & Renovate	10/27/20 Footer		
	8 Farnhill Rd	Moorehead	Solar		Roof Top Solar	10/22/20 Roof Structure		

Public Works - Work Report October 2020

Administration

Successful Glass Recycling event - 15200lbs collected and hauled to CAP Glass in McKees Rocks
Regular discussion with Borough manager on ongoing and upcoming work
Continue to develop budgeting numbers for coming years - fleet, roads, equipment
Obtain quotes and secure supplier for Winter season anti-skid supply
Work with PEMA to discuss eligibility for Infrastructure grants in the coming years - submit LOIs
GIS work for Borough manager
Attend annual Pipeline Safety virtual meeting

Roads

Continue repairs to Blackburn wall drainage
Repair failing culvert wall and road edge on Hunt Rd
Fell hazard trees along Fern Hollow and Backbone (N) roads
Drainage improvements to Blackburn Rd Wall scuppers - new pass through and pipe extensions
Repair Backbone culvert end wall and slope
Blow debris off of traffic roads
Kept roads and catch basins open prior to and following wind/rain events
Heavy patching on Backbone Rd
Accepted initial 100T of salt for Winter season

Grounds/Facilities

Remove and winterize A/C units from Borough building
Continue mowing maintained lawn areas in Park and at FHNC
Continue to read FHNC utilities and maintain accurate record
Completed shutter restoration at Borough building and reinstalled

Fleet/Equipment

Repairs/regular maintenance to 3930 tractor
Routine services on Police vehicles
Regular equipment maintenance - brakes, oil, air filters, minor equipment repairs
Wrap up meetings and RFQ for backhoe replacement
Prepped boom mower for seasonal storage
Installed new LED warning lights on two tractors - will also install on all salt spreaders

Resident Services

Visit Zak property to discuss ornamental grasses and invasiveness of bamboo
Visit Topol on Scaife to discuss tree removals - submitted proposal for HARB review
Visit Kipp property to discuss tree health and proposed removals
Tree Health care visits - Morrow, Zak, Kipp
Walk ALT property for habitat project review and discussion of continued work
Chipping - Barbers, ALT property,

Park

Empty trash and provide dog waste bags for users
Maintained open road and trails for passive use
Clear trails as needed - Mow grass trails and clear debris
Map new trails and record in GIS
Host Bidwell Training Institute students for walk in the woods
Begin fall herbicide program