

**AGENDA
REGULAR MEETING OF BOROUGH COUNCIL
MONDAY, JANUARY 17, 2022, AT 4:30 P.M.**

**JOIN ZOOM MEETING
[HTTPS://ZOOM.US/J/97835201795](https://zoom.us/j/97835201795)**

**DIAL BY PHONE
+1 646 876 9923 US
MEETING ID: 978 3520 1795**

1. Call Regular Meeting of Borough Council to Order
2. Hearing Visitors:
 - a. Representative Valerie Gaydos (PA House of Representatives 44th District)
3. Comments from the Public on Matters Included on the Agenda
4. Consent Agenda
 - a. Accounts Payable (Attachment A)
 - b. Balance Sheet (Attachment B)
 - c. Minutes from Borough Council's December 20, 2021 Regular Meeting and Borough Council's January 3, 2022 Reorganization Meeting (Attachment C)
 - d. Mayor Report (Attachment D)
 - e. Manager Report (Attachment E)
5. Consideration of the proposed letter addressing the redistricting of Pa House Districts affecting Quaker Valley municipalities.
6. Motion to appoint Nathan A. Briggs as the Borough Tax Collector and Jordan Tax Service as the Deputy Tax Collector.
7. Motion to approve Resolution 1-2022 to amend the articles of incorporation of the Quaker Valley Ambulance Authority to extend the Authority's term of existence.
8. Motion to approve the updated Amended and Restated Historical and Architectural Review Ordinance (#296).
9. Motion to accept the 2021 HARB Annual Report completed by Urban Design Associates.

10.Motion to approve a Certificate of Appropriateness, for historical purposes only, for the following proposals, based on the recommendation of the HARB:

- a. Weigand, 1 Farmhill Road – Kitchen, deck, and patio renovations

PUBLIC ANNOUNCEMENTS:

The next HARB meeting is scheduled for Thursday, February 17, 2022 at 4:15 p.m.

The next Regular Meeting of the Borough Council will be held on Monday, February 21, 2022 at 4:30 p.m.

ITEMS FOR DISCUSSION:

- Borough Glass Recycling
- Duquesne Light Pruning Cycle
- Allegheny County/PennDOT Infrastructure update

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

12.Adjournment.

EXECUTIVE SESSION:

- Legal Matters
- Real Estate Matters

Attachment A

MEMORANDUM

To: Members of Borough Council
From: Nathan A. Briggs, Borough Manager
Date: January 14, 2022
Subject: FINANCIAL REVIEW

General Fund Bank Account

The General Fund balance as of Dec. 31, 2021 was \$1,323,315.60

General Fund Revenues

**Budget vs. Actual
To Date in 2021**

	Actual	Annual Budget	% of Budget
301.100 R.E. Taxes-Current	\$ 1,577,361.00	\$ 1,589,000.00	99.27%
310.100 Real Estate Transfer Tax*	\$ 70,711.90	\$ 60,000.00	117.85%
310.210 Earned Income Tax*	\$ 921,712.76	\$ 625,000.00	147.47%
<i>*accounting adjustments</i>			
Total Revenue To-Date	\$ 2,569,785.66	\$ 2,274,000.00	113.01%

General Fund Expenses

The top five (5) General Fund expenditures for the month of December are listed below.

The monthly bill sheet total is: \$121,023.48

Date	Vendor	Amount
01/03/2022	CODY SYSTEMS - PD Records Mgmt. System	\$ 27,892.00
01/06/2022	CALLAND, BABST	\$ 19,409.04
12/31/2021	PNC HAS - Employee HAS Funding	\$ 16,500.00
12/21/2021	MEIT 09000-0192 - Employee Benefits	\$ 15,082.67
12/30/2021	ARCH MASONRY - Historic wall repair	\$ 8,800.00

Bank Account Balances

General Fund	Capital Reserve	Park Fund	Public Landscape	Liquid Fuels	Payroll	K9 Police
\$ 1,255,317.62	\$ 964,935.49	\$ 25,001.91	\$ 9,119.48	\$ 123,677.43	\$ 2,753.91	\$ 24,470.06

The Borough has received 99% of expected Real Estate Taxes, 117% of the budgeted Real Estate Transfer Tax revenue, and 147% of the budgeted Earned Income Tax revenue, through December 31, 2021. These revenue sources are budgeted conservatively as they can be highly variable between years. Two sources of State Aid were 10% lower than budgeted, with only a minor impact on total revenue.

2021 expenditures were in line with budgeted amounts. The Borough did see higher costs in some areas associated with professional repairs to Public Works equipment, professional services in the Administration department, and K9 equipment costs (completely funded through the resident driven K9 Fund). The Bill Sheet for this month includes various 2022 expenditures including employee HSA funding, the Police Records Management System, and various K9 Unit expenditures. The remaining bill sheet reflects normal monthly expenditures.



Attachment B

Borough of Sewickley Heights
 Summary of Real Estate Taxes Due
 January 17, 2022

Due by Year

Itemized Statement of Real Estate Taxes Due by Year and Owner

2018	\$454.36
2019	\$2,276.62
2020	\$4,568.36
Total	\$7,299.34

2018	Tarasi, Louis	\$454.36	
			<u>\$454.36</u>
2019	Siciliano, Michele	\$1,822.26	
	Tarasi, Louis	\$454.36	
			<u>\$2,276.62</u>
2020	Scragg, Paul	\$4,114.00	
	Tarasi, Louis	\$454.36	
			<u>\$4,568.36</u>

BOROUGH OF SEWICKLEY HEIGHTS

Monthly Bill Sheet

As of January 17, 2022

Date	Vendor	Amount
01/01/2022	ALLEGHENY LEAGUE OF MUNICIPALITIES	365.00
01/05/2022	AMAZON CAPITAL SERVICES A1GLOR	466.38
12/31/2021	ARAMARK 890005015	153.82
12/30/2021	ARCH MASONRY INC	3,316.29
12/30/2021	ARCH MASONRY INC	8,800.00
01/10/2022	BOOKMINDERS BSH	1,465.40
01/06/2022	CALLAND, BABST	19,409.04
01/03/2022	CODY SYSTEMS	27,892.00
12/21/2021	CORAOPOLIS LIGHT METALS INC	160.00
01/01/2022	COVERALL 141-40735	244.00
12/09/2021	CRYSTAL SPRINGS 8691456	4.00
01/06/2022	CRYSTAL SPRINGS 8691456	73.39
01/11/2022	DUQUESNE LIGHT 0115-450-000#	90.18
12/27/2021	DUQUESNE LIGHT 1115-450-000#	303.92
01/10/2022	DUQUESNE LIGHT 2960-150-000#	309.94
12/29/2021	FIRST COMMONWEALTH BANK 0159	100.59
01/03/2022	FIRST NATIONAL BANK LOAN#	115.33
12/29/2021	FULL SERVICE NETWORK	232.14
01/01/2022	GUARDIAN PROTECTION 498531	82.56
12/13/2021	HARRISON, JAMES*	148.49
12/31/2021	HSA PNC#	16,500.00
12/17/2021	HUNTER TRUCK 34310	3,304.91
12/14/2021	INCOM SUPPLY 7116	75.00
01/03/2022	JENLOR INTEGRATIONS LLC	630.46
12/31/2021	LEXIPOL	867.00
12/21/2021	MEIT 09000-0192	15,082.67
12/31/2021	PITTSBURGH POST GAZETTE	165.85
12/31/2021	PITTSBURGH POST GAZETTE	260.40
12/31/2021	PROFESSIONAL CODE SERVICES INC	3,251.00
12/31/2021	QUADIENT FINANCE USA INC 4251	339.00
01/04/2022	QUAKER VALLEY AMBULANCE AUTHORITY	1,904.75
12/31/2021	ROBINSONS HOME & GARDEN 739607	15.29
12/17/2021	S&D CALIBRATION SERVICES INC	92.00
12/20/2021	SEWICKLEY WATER AUTHORITY 1354-0	30.64
12/20/2021	SEWICKLEY WATER AUTHORITY 1484-0	442.50
12/20/2021	SEWICKLEY WATER AUTHORITY 1485-0	38.06
12/22/2021	STANDARD, THE	410.34
12/15/2021	STATION AUTO PARTS NAPA 13610	79.77
01/10/2022	TECHNOLOGY CONCEPTS GROUP INTERNATIONAL	437.21
12/01/2021	TECHNOLOGY CONCEPTS GROUP INTERNATIONAL	3,577.30
01/01/2022	TEG	1,680.00
12/15/2021	TRAPUZZANO'S UNIFORMS	265.50
12/30/2021	TRAVELERS 3556V2235	765.00
01/04/2022	UPMC#	3,000.00
01/09/2022	URBAN DESIGN ASSOCIATES LTD	2,337.00
12/15/2021	VERIZON 0001-49 (FIOS GARAGE)	193.50
12/31/2021	VERIZON 0001-74 (GARAGE PHONE)	57.90
12/12/2021	VERIZON 0001-97 (FIOS BORO)	111.99
01/01/2022	WESTERN ASSOC OF PA MUNICIPAL MGRS	35.00

BOROUGH OF SEWICKLEY HEIGHTS

Monthly Bill Sheet

As of January 17, 2022

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>
01/01/2022	WESTERN PA CHIEFS OF POLICE ASSOCIATION	90.00
01/03/2022	WITMER PUBLIC SAFETY GROUP	589.59
12/16/2021	WITMER PUBLIC SAFETY GROUP	661.38
	TOTAL	<u>121,023.48</u>

BOROUGH OF SEWICKLEY HEIGHTS

Balance Sheet

As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
100.00 · Cash	
101.000 · FNB 8756 General Ckg	1,311,788.56
102.000 · FNB 8806 Payroll Ckg	157.54
103.000 · FNB 1147 Sewage Escrow Ckg	57,171.27
105.000 · FNB 1493 Capital Money Market	964,935.49
106.000 · FNB 1469 Park Money Market	25,001.91
106.500 · FNB 8780 Public Landscape MM	9,119.48
107.000 · FNB 8798 Liquid Fuels MM	123,677.43
108.000 · FNB 6225 K9 Police Ckg	29,841.50
110.100 · FNB 3761 CD	3,528.16
110.110 · Northwest Savings 8579 CD	3,614.80
110.120 · Northwest Savings 8819 CD	3,624.78
110.130 · Northwest Savings 8926 CD	3,852.09
110.140 · Northwest Savings 1953 CD	3,636.10
115.000 · Petty Cash	102.94
Total 100.00 · Cash	<u>2,540,052.05</u>
Total Checking/Savings	<u>2,540,052.05</u>
Accounts Receivable	
120.000 · Accounts Receivable	6,339.39
Total Accounts Receivable	<u>6,339.39</u>
Other Current Assets	
128.00 · Pass Thru Expenses	
128.200 · Water Pass Thrus	73.34
Total 128.00 · Pass Thru Expenses	<u>73.34</u>
130.00 · Due From Funds	
130.300 · Due from Capital Reserve Fund	1,000.00
130.400 · Due from Liquid Fuels Fund	(2,160.00)
130.500 · Due from Trust & Agency Fund	76,261.24
130.600 · Due from Police Fund	(5,315.81)
Total 130.00 · Due From Funds	<u>69,785.43</u>
140.00 · Real Estate Tax Receivable	
141.010 · RE Tax Receivable - Prior Yr	6,550.12
142.010 · RE Tax Receivable - Del Yr	15,915.96
Total 140.00 · Real Estate Tax Receivable	<u>22,466.08</u>
155.00 · Prepaid Expenses	
155.156 · Health/Hospital Insurance	14,100.46
155.157 · Dental/Vision Insurance	747.71
155.158 · Group Life Insurance	234.50
Total 155.00 · Prepaid Expenses	<u>15,082.67</u>
156.00 · Prepaid Insurance	
156.350 · Worker's Compensation	10,547.93
156.351 · Property Insurance	7,766.50
156.354 · Police Professional Liability	7,481.25
156.355 · Public Official's Liability	15,514.94
Total 156.00 · Prepaid Insurance	<u>41,310.62</u>
Total Other Current Assets	<u>148,718.14</u>
Total Current Assets	<u>2,695,109.58</u>

BOROUGH OF SEWICKLEY HEIGHTS

Balance Sheet

As of December 31, 2021

	Dec 31, 21
TOTAL ASSETS	<u>2,695,109.58</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.000 · Accounts Payable	27,277.18
Total Accounts Payable	<u>27,277.18</u>
Other Current Liabilities	
204.000 · Auditor Accrued Payroll	(17,909.53)
210.00 · Payroll Liabilities	
210.200 · Pension Non-Uniform Payable	914.97
210.300 · Pension Uniform Payable	1,860.10
210.00 · Payroll Liabilities - Other	17,909.53
Total 210.00 · Payroll Liabilities	<u>20,684.60</u>
220.100 · Deferred RE Tax Revenue	47,389.62
220.200 · Deferred Revenue	250.00
230.100 · Due to General Fund	69,785.43
252.005 · Taxes/Fees Collected in Adv-Del	(540.88)
253.00 · Building Escrow Accounts	(2,477.83)
254.00 · SEO Escrow Accounts	366.80
Total Other Current Liabilities	<u>117,548.21</u>
Total Current Liabilities	<u>144,825.39</u>
Total Liabilities	144,825.39
Equity	
279.900 · Fund Balance	1,735,475.31
Net Income	814,808.88
Total Equity	<u>2,550,284.19</u>
TOTAL LIABILITIES & EQUITY	<u>2,695,109.58</u>

Attachment C

REGULAR MEETING OF BOROUGH COUNCIL, BOROUGH OF SEWICKLEY HEIGHTS,
ALLEGHENY COUNTY, PENNSYLVANIA, HELD ON MONDAY, DECEMBER 20, 2021,
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, Pangburn and Means; Mayor Oliver; Solicitor Stone; and, Manager/Secretary Briggs.

Visitors present via zoom were Ms. Jen Nastasi, Board President, and Ms. Francye Kinney, Board Member, Fern Hollow Nature Center; Messrs. Richard Meyer and Al Madison, Guyasuta Investment Services; Mr. J.R. Henry, Executive Director/Chief, Valley Ambulance Authority; Mr. Frank Cservak, 174 Barberry Road; and Dr. Verna Corey, 895 Blackburn 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 and turned the floor over to visitor Nastasi to discuss the Fern Hollow Nature Center. Ms. Nastasi outlined the primary mission and target constituency of the Nature Center and reviewed the Master Plan, indicating that the Board was working with a consultant to determine capacity for fundraising to complete improvements to the building. President Hundley advised that the Master Plan was moving in the right direction to align with the intended vision for the Nature Center, and Mayor Oliver agreed. President Hundley further commented on the practicality of the proposed design of the structural improvements. Mayor Oliver noted that he and Council look forward to continued discussion on the project. Ms. Nastasi continued, noting the Nature Center's request for an extended lease was based on the need to demonstrate stability to potential donors. President Hundley commented that any lease agreement would include performance standards and oversight from the Borough. Next steps were then discussed, including further review of the building design by Borough Council and the Historical Architectural Review Board, and further discussion of lease terms. President Hundley noted that similar lease terms may be discussed for the Sewickley Heights History Center as well.

Council President welcomed Mr. Meyer and Mr. Madison of Guyasuta Investment Services and offered them the floor to speak. Mr. Meyer introduced himself and Mr. Madison and commented on the long-standing relationship with the Borough and Borough Council. Mr. Meyer provided a general overview of pension health and market trends, noting that pension balances were positive and improving. Mr. Meyer then confirmed his pending retirement and the transition to Mr. Madison as the lead for Borough pension investment funds. Mr. Madison then described his professional background and his intentions moving forward with the Borough. President Hundley thanked both for their service to the Borough and its employees.

President Hundley then welcomed Mr. Henry to the meeting and offered him the floor to speak. Mr. Henry introduced himself and gave a brief background of his experience with local government and the medical industry. He explained that he was attending the meeting to ask Borough Council to consider approving a resolution to extend the term of existence of the Quaker Valley Ambulance Authority (QVAA) for the next 50 years. He described QVAA's services in the

Sewickley Valley and Sewickley Heights in particular. Mr. Henry also discussed QVAA's staffing and funding challenges. Dr. Pangburn inquired as to the contingency plan for mutual aid if or when QVAA cannot meet service requirements for Sewickley Heights. Mr. Henry responded that 5 different ambulatory services stand ready to provide mutual aid if anything happens to QVAA's staff, equipment, or service capabilities. Mr. Henry noted that the Borough can withdraw from QVAA at any time due to service failure or when a more appropriate option is found. Mr. Means asked where ambulances are staged to provide service to Sewickley Heights, to which Mr. Henry responded that the majority of the time ambulances are staged at Heritage Valley Hospital in Sewickley. Dr. Pangburn asked about staffing levels, and Mr. Henry indicated that staffing is a near-constant concern and can be limiting. Dr. Pangburn asked if the Borough could provide anything and stressed the Borough's support of the organization. Mr. Henry acknowledged the great relationship with Aleppo VFD and the Borough Police Department and thanked the Borough for its time and support.

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

No public comments were made regarding agenda items.

Motion by Mr. Means, seconded by Dr. Pangburn, to approve the Consent Agenda to include the Accounts Payable Report, the Balance Sheet, the minutes from Borough Council's November 15, 2021 Regular Meeting, the Mayor Report, and the Manager Report, was unanimously approved.

President Hundley commented upon a positive budget year, with increased Real Estate Transfer tax collection and the unpredictable but positive nature of Earned Income Tax.

Motion by Mr. Kinney, seconded by Dr. Pangburn, to approve the fiscal year 2022 budget showing General Fund revenues and expenditures in the amount of \$2,641,046, was unanimously approved.

President Hundley asked for comment from the Finance Committee. Manager Briggs noted that the proposed budget was discussed previously, and the current version had only minor changes. He also noted that the revenues were conservatively budgeted. Mr. Means noted that the Committee worked diligently to provide a strong, balanced budget.

Motion by Dr. Pangburn, seconded by Mr. Kinney, to adopt Resolution No. 11-2021, a resolution fixing the real estate tax rate for fiscal year 2022 at five and one half (5.5) mills, was unanimously approved.

Motion by Mr. Snyder, seconded by Mr. Kinney, to adopt Resolution No. 12-2021, reaffirming the inclusion of reimbursable review fees for the Borough's professional consultants in the general fee schedule applicable to development applications and adopting the review fees for 2022 set forth in Exhibit A, was unanimously approved.

Motion by Mr. Kinney, seconded by Mr. Means, to adopt Resolution No. 13-2021, updating the Emergency Operations Plan (EOP) for the Borough of Sewickley Heights dated November 30, 2021, was unanimously approved.

Motion by Mr. Snyder, seconded by Mr. Kinney, to approve and authorize proper Borough officials to execute an amendment to the Borough's contract with Professional Code Services for plan review and building inspection services in order to extend the term of the contract until otherwise terminated by Borough Council, was unanimously approved.

Motion by Dr. Pangburn, seconded by Mr. Kinney, to approve and authorize proper Borough officials to execute a contract with Cody Systems for Records Management System software for the Police Department to meet State and Federal regulations, totaling \$27,892.00, was unanimously approved. Dr. Pangburn inquired as to the ability of neighboring municipalities to cooperatively purchase this software to achieve efficient economics and ensure inter-department communication. Manager Briggs noted that Chief Harrison communicates frequently with other Chiefs and will remain open to cooperative purchasing and ensuring the ability for the systems to communicate as is necessary.

Motion by Mr. Means, seconded by Dr. Pangburn, to extend Borough Council's November 18, 2019 approval of the Poplar Hill Farm Lot Consolidation Plan seeking the consolidation of tax parcels 604-F-102, 604-E-104, and 604-E-20, being the second revision of the Poplar Hill Farm Plan of Lots, was unanimously approved. President Hundley noted the property location. Mayor Oliver, Mr. Kinney, and Mr. Means commented on the benefits of this consolidation to the Borough.

Council President Hundley made the following public announcements:

The next HARB meeting is scheduled for Thursday, January 13, 2022 at 4:15 p.m.

The next Borough Council meeting will be Council's biennial reorganization meeting, which is scheduled for Monday, January 3, 2022 at 4:30 p.m. at the Fern Hollow Nature Center.

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

- The Borough Glass Recycling Program
- Sewickley Valley Conservation Association Borough Park Hunt
- Infrastructure Construction update
- Police K9 Program

Mayor Oliver noted his intended visit to offer support to Officer Pavacic and observe the training on site in the coming weeks, and that a standing invitation is available for all of Council.

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

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 the Mayor agree, by their attendance, that they will keep such matters and materials confidential.

Council adjourned into Executive Session at 5:22 p.m. and reconvened the meeting at 6:24 p.m.

There being no further business, the meeting adjourned at 6:24 p.m.

Secretary

President of Council

REORGANIZATION MEETING OF BOROUGH COUNCIL, BOROUGH OF SEWICKLEY HEIGHTS,
ALLEGHENY COUNTY, PENNSYLVANIA, HELD ON MONDAY, JANUARY 3, 2022,
AT THE FERN HOLLOW NATURE CENTER, 1901 GLEN MITCHELL ROAD, SEWICKLEY, PA 15143.

The meeting was called to order by President Hundley at 4:38 p.m.

Present were Council Members Sirianni, Kinney, McCargo, Pangburn, and Means; Mayor Oliver; Solicitor Stone; and Manager/Secretary Briggs.

Also present were District Magistrate Robert L. Ford, Corporal Arena, and Constable-elect Charles Thorne.

No visitors were present.

SWEARING IN OF THE OFFICIALS: District Magistrate Robert L. Ford administered the Oath of Office to the following elected officials upon presentation of their Certificates of Election, each having previously submitted his/her Affidavit of Residency to Manager Briggs:

Mr. John C. Oliver III, Mayor
Mr. S. Phil Hundley, Member of Council
Mr. Craig S. Kinney, Member of Council
Dr. Thomas L. Pangburn, Member of Council
Mrs. Carey Sirianni, Member of Council
Mr. Charles E. Thorne, Jr., Constable

REORGANIZATION: Mayor Oliver assumed the Chair and called the Reorganization Meeting to order at 4:45 p.m.

Motion by Mr. Hundley, seconded by Mr. McCargo, to elect Mr. John Means as President of Council, was approved, with Mr. Means abstaining.

Motion by Mr. Means, seconded by Dr. Pangburn, to elect Mr. Craig Kinney as Vice President of Council, was approved, with Mr. Kinney abstaining.

Mr. Means assumed the Chair and the meeting continued.

Motion by Mr. McCargo, seconded by Mr. Kinney, to appoint the following officials for a two-year term, was unanimously approved:

Judith Semple, Health Officer
Nathan A. Briggs, Treasurer
Nathan A. Briggs, Secretary and Manager
Nathan A. Briggs, Zoning Officer
Nathan A. Briggs, Planning Director
Nathan A. Briggs, Open Records Officer
John W. Nath, Uniform Construction Code Officer
Laura W. Stone, Solicitor

Alyssa E. Golfieri, Assistant Solicitor
Daniel S. Deiseroth, P. E., Engineer
Mark W. Reidenbach, P.E., Engineer/Sewage Enforcement Officer
Nathan A. Briggs, Street Commissioner
Nathan A. Briggs, Emergency Management Coordinator
Keystone Collections Group, Earned Income Tax Hearing Officer

In accordance with the Borough Code, the President of Council, at his prerogative, will appoint members of Borough Council to the Standing Committees. Mr. Means announced the proposed Committees.

Finance/Pension
Committee

Mr. John K. Means
Mr. Craig S. Kinney
Mr. J. Brandon Snyder

Ordinance
Committee

Mrs. Carey Sirianni
Mr. Thomas W. McCargo
Dr. Thomas L. Pangburn

Streets-Roads
Committee

Mrs. Carey Sirianni
Mr. J. Brandon Snyder
Mr. Thomas W. McCargo

Motion by Dr. Pangburn, seconded by Mr. McCargo, to set the 2022 Council meeting dates for the third Monday of every month at 4:30 p.m., was unanimously approved.

Motion by Mr. McCargo, seconded by Dr. Pangburn, to designate First National Bank of Pittsburgh, PA as the official depository of the Borough, was unanimously approved.

Motion by Mr. Hundley, seconded by Mr. Kinney, to designate the Pittsburgh Post-Gazette as the official newspaper of the Borough, was unanimously approved.

Motion by Mr. Hundley, seconded by Mr. Kinney, to designate the Beaver County Times as the secondary newspaper of the Borough, was unanimously approved.

Motion by Mr. McCargo, seconded by Dr. Pangburn, to reappoint John Tippins to the Zoning Hearing Board, which term shall expire January 1, 2025, was unanimously approved.

Motion by Dr. Pangburn, seconded by Mr. McCargo, to reappoint Bill Wardrop to the Quaker Valley Ambulance Authority, which term shall expire January 1, 2025, was unanimously approved.

President Means made the following Public Announcements:

The HARB will meet on Thursday, January 13, 2022, at 4:15 p.m.

Borough Council will meet on Monday, January 17, 2022, at 4:30 p.m.

Solicitor Stone noted that the Borough has advertised notice of virtual meetings for Borough Council and the HARB in January, February, and March of 2022, and Borough officials will make a decision for the second quarter at the March 2022 Borough Council meeting. Dr. Pangburn commented on the trending COVID statistics and reviewed how Borough Council should interpret them in terms of returning to in person meetings. President Means noted that the meetings will remain open to the public, and that public notice of any changes will be given in advance of the meetings. Meeting agendas will be posted on the Borough website, the Borough Hall, and the

History Center, as required. Borough Council and the HARB will provide opportunities for public comment for items on the agenda and those not on the agenda.

There being no comment from the public, Mr. Means announced that Borough Council will now temporarily adjourn for a separate meeting in Executive Session for purposes of discussing certain legal, real estate, and personnel 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 the Mayor agree, by their attendance, that they will keep such matters and materials confidential.

Council adjourned into Executive Session at 4:59 p.m. and reconvened the meeting at 5:27 p.m.

There being no further business, the meeting adjourned at 5:27 p.m.

Secretary

President of Council

Attachment D

**BOROUGH OF SEWICKLEY HEIGHTS
POLICE DEPARTMENT**

**MAYOR'S REPORT
January 17, 2022**

	<u>2021</u>	<u>December</u>	<u>Y - T - D</u>
Reports		40	673
Traffic citations issued		19	234
Borough Fines		\$344.89	\$6,749.09
State Fines		\$0.00	\$0.00

VEHICLE COSTS

	<u>Car #7631</u>	<u>Car #7631</u>	<u>Car #7632</u>	<u>Car #7632</u>	<u>Y-T-D</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>Month</u>	<u>Total</u>
Maint. & repairs	\$0.00	\$384.82	\$0.00	\$422.80	\$235.00	\$1,167.62
Tires	\$0.00	\$795.99	\$0.00	\$3,093.99	\$0.00	\$3,889.98
Insurance	\$55.41	\$664.92	\$0.00	\$0.00	\$55.41	\$664.92
Gasoline	\$0.00	\$1,490.74	\$1,598.09	\$15,173.00	\$1,851.59	\$17,873.76
TOTAL COSTS	\$55.41	\$3,336.47	\$1,598.09	\$18,689.79	\$2,142.00	\$23,596.28

MILEAGE

<u>Month miles</u>	<u>Odometer</u>	<u>Month Miles</u>	<u>Odometer</u>
0	175,258	6,832	86,540

CAR #7633

<u>2021 Explorer</u>	<u>Month</u>	<u>Y-T-D</u>	<u>Month</u>	<u>Y-T-D</u>
	<u>Gasoline</u>	<u>Gasoline</u>	<u>Maint. & Repairs</u>	<u>Maint. & Repairs</u>
179	4635	\$56.41	\$831.36	\$ 50.00

CAR #7634 K9

\$ 197.09	\$ 378.66	\$ 235.00	\$ 310.00
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Attachment E

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

January 17, 2022

MAYOR AND COUNCIL:

POLICE DEPARTMENT

Forty reports were made and investigated in December, plus nineteen traffic citations, twenty warnings and 469 vacant house checks. The Department responded to five requests for assistance (three from the ambulance authority and two from neighboring departments); three reports of suspicious vehicles, one vehicle accident, one traffic complaint and six reports of open/unsecured doors. The Department investigated one report of fraud, one dispute, three welfare checks, one report of a verbal threat, one report of harassment, six reports of road hazards, one report of a transformer fire/explosion, five animal complaints and three miscellaneous reports.

FIRE DEPARTMENT

One brush/mulch fire was reported.
One false alarm was received.

BUILDING PERMITS

There was one permit issued in December.

33-2021 RFF7 LLC Construction of a new residence, 475-477 Scaife Road



Borough Manager

Borough of Sewickley Heights
 Attn: Nathan Briggs
 Borough Manager
 238 Country Club Drive
 Sewickley, PA 15143

6-Jan-22

Non-Litigation Matters

Invoice	Client.Matter	Matter Description	Account Activity	Amount
1512908	5417.0001000	General Matters	Professional Fees	\$ 9,145.00
			Costs	\$ -
1512909	5417.0001002	Subdivision & Land Development Matters	Professional Fees	\$ 643.50
			Costs	\$ -
1512910	5417.0001003	Zoning Matters	Professional Fees	\$ 19.50
			Costs	\$ -
1512911	5417.0001006	Historic District Ordinance	Professional Fees	\$ 1,072.50
			Costs	\$ -
1512912	5417.0001028	Building Permits	Professional Fees	\$ 272.00
			Costs	\$ -
1512913	5417.0001029	Right to Know Act	Professional Fees	\$ 782.00
			Costs	\$ -
1512914	5417.0001041	Pre-Development Project Staff Meetings	Professional Fees	\$ 136.50
			Costs	\$ -
1512915	5417.0001055	Greer Claim, 297 Merriman Road	Professional Fees	\$ 1,560.00
			Costs	\$ -
1512916	5417.0001077	Fetterolf Matter Right to Know Requests	Professional Fees	\$ 1,618.00
			Costs	\$ 157.04
1512917	5417.0001098	Singh Consolidation Plan	Professional Fees	\$ 453.00
			Costs	\$ -
1512918	5417.0001108	2021 Ordinance Updates	Professional Fees	\$ 2,476.50
			Costs	\$ -
Total for Non-Litigation December 2021				\$ 18,335.54
1512919	5417.0001109	Fetterolf Zoning Matter-PA Supreme Court Appeal	Professional Fees	\$ 1,073.50
			Costs	\$ -
Total for Litigation December 2021				\$ 1,073.50

January 13, 2022
C-60000-2022

MEMO TO: Sewickley Heights Borough Council
Mr. Nate Briggs, Borough Manager/Director Parks and Public Works
Ms. Laura Stone, Borough Solicitor
Ms. Alyssa Golfieri, Assistant Borough Solicitor

FROM: THE GATEWAY ENGINEERS, INC.
Bryan W. Flaugh, P.E., - Borough Engineer
Kelley R. Harrington, E.I.T. – Borough Engineer
Mark W. Reidenbach, P.E., P.L.S., S.E.O., - Sewage Enforcement Officer

SUBJECT: Engineer Updates for January 2022

PLAN REVIEWS & INSPECTIONS:

C-60003-0008 Piatt Residence Pool Plan (404 Ferry Road)

Project construction is complete. Gateway completed a final inspection on January 11, 2022. The project will be removed from next month's engineer report.

C-60004-K003 Barberrry Farm Additions (284 Barberrry Road)

Project is under construction. An inspection was performed on January 3, 2022. Gateway to follow-up with periodic site inspections.

C-60210-K007 Kronk Residence Pool Plan (148 Barberrry Road)

Project is under construction. An inspection was performed on January 3, 2022. Gateway to follow-up with periodic site inspections.

C-60227-0003 McMullen Residence Addition (505 Spanish Tract Road)

Project plan review has not commenced. Gateway has addressed initial questions from the project architect.

No further action has occurred on the project this month.

C-60251-K001 Standish Residence Addition (279 Scaife Road)

Project is under construction. Inspection of the erosion and sediment control facilities and the stormwater management system was performed on December 16, 2021. Gateway to follow-up with periodic site inspections.

C-60260-K001 Hundley Residence Addition (275 Scaife Road)

Gateway to inspect for final site restoration and landscaping upon notice from the applicant.

No further action has occurred on the project this month.

C-60285-0004 Thorne Residence (894 Blackburn Road)

Gateway will coordinate with the contractor for future site inspections.

No further action has occurred on the project this month.

C-60316-K004 Recker Residence Barn Addition (238 Scaife Road)

Project is under construction. An inspection was performed on January 3, 2022. Gateway to follow-up with periodic site inspections.

C-60329-K004 Rose Farm – Roethlisberger Pond (475 Scaife Road)

A final inspection will be performed upon completion of the planting plan.
No further action has occurred on the project this month.

C-60329-K007 Rose Farm – Roethlisberger Farmhouse Renovation (475 Scaife Road)

Project is under construction. An inspection was performed on January 11, 2022. Gateway to follow-up with periodic site inspections.

C-60329-0008 Rose Farm – New Residence (475 Scaife Road)

Project is under construction. An inspection was performed on January 11, 2022. Gateway to follow-up with periodic site inspections.

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. A revised submission has not been made by the applicant.

No further action has occurred on the project this month.

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

Project construction is complete. Gateway completed a final inspection on January 7, 2022. The project will be removed from next month’s engineer report.

C-60390-0000 Braksick Residence – Addition #1 (515 Spanish Tract)

Gateway will coordinate with the contractor and homeowner for future site inspections.

No further action has occurred on the project this month.

C-60390-K001 Braksick Residence – Addition #2 (515 Spanish Tract)

Project is under construction. An inspection was performed on January 7, 2022. Gateway to follow-up with periodic site inspections.

C-60392-K001 Riordan Residence Pool (512 Backbone)

Project is under construction. An inspection was performed on January 7, 2022. Gateway to follow-up with periodic site inspections.

C-60393-K000 Sculley Residence - Addition (853 Blackburn)

Project is under construction. An inspection was performed on January 7, 2022. Gateway to follow-up with periodic site inspections.

C-60396-K000 Bresch Residence Barn Addition (319 Scaife Road)

Project is under construction. An inspection was performed on January 7, 2022. Gateway to follow-up with periodic site inspections.



A FULL-SERVICE CIVIL ENGINEERING FIRM

THE GATEWAY ENGINEERS, INC.

100 MCMORRIS ROAD
PITTSBURGH, PA 15205

412-921-4030 PHONE
412-921-9960 FAX

www.GatewayEngineers.com

C-60398-0000 Guild Shed Addition (847 Persimmon Road)

A pre-construction meeting is to be scheduled with Borough and Gateway prior to starting construction.

No further action has occurred on the project this month.

ON-LOT SEPTIC PERMITS:

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-60257-0002 Thomas Residence Septic Permit Z110599 (137 Darlington Lane)

A replacement drip-dispersal absorption area was located. Homeowner to follow-up with the Borough on design and replacement timeframe.

No further action has occurred on the project this month.

C-60360 John Greer (297 Merriman Road)

Assisting the Borough as necessary or requested.

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

The stream discharge permit has been issued by PaDEP.

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.



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

Soil testing was performed August 24th with Andrasko & Associates. The parcel is lacking suitable soil for a replacement soil absorption area. The homeowner was advised to obtain a permit from PaDEP for a stream discharge on-lot septic system. Gateway to follow up with the landowner with progress.

No further action has occurred on the project this month.

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.

No further action has occurred on the project this month.

C-60394-0000 Tobias Septic Permit Z207630 (564 Backbone Road)

Septic testing for primary and reserve absorption areas was performed on Thursday April 1, 2021 in support of a proposed subdivision. One primary and two reserve areas were identified by Andrasko & Associates and observed by Gateway. Percolation testing was performed on May 13th. Results of the testing will be provided to the applicant/applicant consultant.

No further action has occurred on the project this month.

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

Draft Planning Module has been completed.

No further action has occurred on the project this month.

C-60397-0000 Way Hollow Road Turnback

Gateway has reviewed the documentation provided by PennDOT for the proposed roadway stabilization of Way Hollow Road. A letter and estimate of cost for an alternative repair solution that would serve the Borough better was provided. Additional documentation and estimate on the full replacement of the road was requested. An updated report and estimate will be provided.

Public Works - Work Report December 2021

John Trapp was on medical leave most of December so department work load was lightened.

Administration

Coordinate with Allegheny County and Gateway on status of Pink House bridge design status

Continue discussion with Gateway regarding options for Way Hollow Rd.

Coordinate monthly glass recycling event

Roads

Sign repair on various roads

Normal hours debris clearing along roadways

Debris removal/road opening on County and State roads following storms

Regular clearing of dropouts along Backbone Rd

Used tractor mounted blower to clear debris off of low traffic roads

Patching on various Borough Roads

Regular catch basin maintenance

Winter Maintenance

Frequent morning ice checks/treatment

Fleet

Minor repairs on tractor attachments

Minor repairs to Truck 65 bed spreader

In-house work on Truck 63 hydraulic system

Continue to maintain all winter maintenance equipment for all trucks

Park

Empty trash and provide dog waste bags for users

Began to repair split rail fence on Park property

Maintained open road and trails for passive use

Clear/Mow trails as needed

Remove fallen tree along roadway

Coordinated Park Closure for closed hunt

RESOLUTION NO. 1-2022

A RESOLUTION OF THE BOROUGH COUNCIL, BOROUGH OF SEWICKLEY HEIGHTS, ALLEGHENY COUNTY, PENNSYLVANIA, TO AMEND THE ARTICLES OF INCORPORATION OF THE QUAKER VALLEY AMBULANCE AUTHORITY TO EXTEND THE AUTHORITY'S TERM OF EXISTENCE.

WHEREAS, the Borough of Sewickley Heights, together with certain other municipalities, incorporated the Quaker Valley Ambulance Authority (the "Authority") in December of 1974, with Articles of Incorporation being filed with the Commonwealth of Pennsylvania on December 23, 1974, which Articles were amended by the filing of Articles of Amendment on February 10, 2014; and

WHEREAS, in accordance with the Pennsylvania Municipality Authorities Act, as amended, 53 Pa.C.S. Chapter 56 (the "Act"), the term of existence of the Authority expires on December 23, 2024; and

WHEREAS, the Board of Directors of the Authority requested by resolution adopted February 25, 2021 (the "Authority Resolution"), that the Council of the Borough of Sewickley Heights and its other incorporating municipalities consider an amendment to the Articles of Incorporation of the Authority, in the form set forth in the Authority Resolution, to extend the term of existence of the Authority to a date fifty years from the date of the approval of such Articles of Amendment, as authorized by the Act.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Sewickley Heights as follows:

1. That the Articles of Incorporation of the Quaker Valley Ambulance Authority shall be amended as follows: "The term of existence of the Quaker Valley Ambulance Authority, County of Allegheny, Commonwealth of Pennsylvania, shall be extended to a date 50 years from the date of the approval of Articles of Amendment, as authorized by the Municipality Authorities Act, 53 Pa.C.S. Chapter 56, as amended."

RESOLVED this 17th day of January 2022.

ATTEST:

BOROUGH OF SEWICKLEY HEIGHTS

Nathan A. Briggs, Borough Secretary

John K. Means, Council President