

**AGENDA
REGULAR MEETING OF BOROUGH COUNCIL
MONDAY, NOVEMBER 15, 2021, AT 4:30 P.M.**

JOIN ZOOM MEETING
<https://zoom.us/j/97835201795>

**MEETING ID: 978 3520 1795
+1-646-876-9923**

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 18, 2021 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. Buchser, 505 Scaife Road – Pool & Pavilion, subject to the following conditions:
 - i. The materials list be modified to reflect the fencing material discussed during the presentation
 - ii. Any modifications to the rock sump design which results in landscaping or grading changes should be presented to the HARB for an Amendment.
 - b. McMullen, 505 Spanish Tract – New Accessory Structure, subject to the following:
 - i. The Tree Removal and Protection Plan be submitted to the Borough for review and approval.
 - c. B&B Trust, 475 Scaife Road – New Residence (Amendment to COA)
5. 2022 Budget Presentation
6. Motion to authorize the Borough Manager to advertise a synopsis of the 2022 Budget and to make the 2022 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 to provide a Christmas gift to all active employees.

PUBLIC ANNOUNCEMENTS:

The next HARB meeting is scheduled for Thursday, December 16, 2021 at 4:15 p.m.

The next Regular Meeting of the Borough Council will be held on Monday, December 20, 2021 at 4:30 p.m.

ITEMS FOR DISCUSSION:

- Community News
 - Borough Glass Recycling Event
 - Historic wall repair and maintenance
 - Winter Weather preparation
 - Waste Hauling
8. Comments from the Public on Matters Not Included on the Agenda.
 9. Adjournment.

EXECUTIVE SESSION:

- Legal Matters

Attachment A

MEMORANDUM

To: Members of Borough Council
From: Nathan A. Briggs, Borough Manager
Date: November 12, 2021
Subject: **FINANCIAL REVIEW**

General Fund Bank Account

The current General Fund balance is \$ 1,744,697.68

General Fund Revenues

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

	Actual	Annual Budget	% of Budget
301.100 R.E. Taxes-Current	\$ 1,523,382.94	\$ 1,589,000.00	95.87%
310.100 Real Estate Transfer Tax	\$ 81,107.98	\$ 60,000.00	135.18%
310.210 Earned Income Tax	\$ 929,095.77	\$ 600,000.00	154.85%
Total Revenue To-Date	\$ 2,533,586.69	\$ 2,249,000.00	112.65%

General Fund Expenses

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

The monthly bill sheet total is: \$124,859.45

Date	Vendor	Amount
11/03/2021	BAST CALLAND	\$ 16,820.00
10/19/2021	MEIT Employee Benefits	\$ 14,682.68
11/10/2021	MEIT Employee Benefits	\$ 14,682.68
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	\$ 11,210.78
09/30/2021	GUYASUTA INVESTMENT ADVISORS	\$ 5,618.00

Bank Account Balances

General Fund	Capital Reserve	Park Fund	Public Landscape	Liquid Fuels	Payroll	K9 Police
\$ 1,744,697.68	\$ 564,805.90	\$ 16,259.14	\$ 9,117.43	\$ 176,086.91	\$ 2,752.73	\$ 68,457.81

The Borough has received over 100% of the budgeted Earned Income Tax for 2021, and can expect further revenue towards the end of the year. This is historically a highly variable revenue source for the Borough, and wisely budgeted conservatively. The Borough has received over 95% of expected Real Estate Taxes through November 10. Late payments are accepted until December 31, 2021.

The monthly bill sheet includes some emergency repair items, including significant maintenance and repair to the Borough building boiler, and repairs to the hydraulic system and starting system of Truck 64. The total also includes the Initial Infill purchase of road salt from American Rock salt.



Attachment B

Borough of Sewickley Heights
 Summary of Real Estate Taxes Due
 November 15, 2021

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 November 15, 2021

Date	Vendor	Amount
11/05/2021	AMAZON CAPITAL SERVICES A1GLOR	161.07
10/26/2021	AMCOM BS81-C	67.64
10/26/2021	AMERICAN ROCK SALT CO LLC	4,455.94
10/27/2021	AMERICAN ROCK SALT CO LLC	2,828.42
10/31/2021	ARAMARK 890005015	148.94
10/07/2021	BETHLEHEM WIRE & FENCE CO	406.10
10/14/2021	BOEHMER HEATING & COOLING	2,574.00
10/25/2021	BOEHMER HEATING & COOLING	578.00
11/10/2021	BOOKMINDERS BSH	1,128.80
11/03/2021	CALLAND, BABST	16,820.00
10/27/2021	CHAR-WEST COUNCIL OF GOVERNMENTS	2,880.00
11/01/2021	COVERALL 141-40735	244.00
10/19/2021	CRANBERRY SUPPLY CO INC SEWHBO	738.00
10/14/2021	CRYSTAL SPRINGS 8691456	42.91
11/10/2021	DUQUESNE LIGHT 0115-450-000#	164.50
10/26/2021	DUQUESNE LIGHT 1115-450-000#	303.71
11/10/2021	DUQUESNE LIGHT 2960-150-000#	972.54
10/31/2021	FALCONI'S MOON TOWNSHIP 87849	47.33
10/31/2021	FIRST COMMONWEALTH BANK 0159	159.95
11/01/2021	FIRST NATIONAL BANK LOAN#	115.33
11/01/2021	FULL SERVICE NETWORK	260.03
11/04/2021	GATEWAY ENGINEERS INC	1,592.75
10/01/2021	GATEWAY ENGINEERS INC	1,255.00
11/04/2021	GATEWAY ENGINEERS INC	1,068.75
11/04/2021	GATEWAY ENGINEERS INC	713.50
11/04/2021	GATEWAY ENGINEERS INC	697.50
11/04/2021	GATEWAY ENGINEERS INC	697.50
11/04/2021	GATEWAY ENGINEERS INC	613.75
10/01/2021	GATEWAY ENGINEERS INC	525.75
11/04/2021	GATEWAY ENGINEERS INC	476.00
10/01/2021	GATEWAY ENGINEERS INC	404.50
10/01/2021	GATEWAY ENGINEERS INC	404.00
10/01/2021	GATEWAY ENGINEERS INC	367.00
10/01/2021	GATEWAY ENGINEERS INC	285.00
10/01/2021	GATEWAY ENGINEERS INC	250.00
10/01/2021	GATEWAY ENGINEERS INC	225.75
10/01/2021	GATEWAY ENGINEERS INC	225.75
10/01/2021	GATEWAY ENGINEERS INC	190.50
10/01/2021	GATEWAY ENGINEERS INC	190.00
10/01/2021	GATEWAY ENGINEERS INC	143.00
10/01/2021	GATEWAY ENGINEERS INC	135.25
10/01/2021	GATEWAY ENGINEERS INC	130.75
11/04/2021	GATEWAY ENGINEERS INC	116.25
10/01/2021	GATEWAY ENGINEERS INC	95.00
10/01/2021	GATEWAY ENGINEERS INC	95.00
10/01/2021	GATEWAY ENGINEERS INC	95.00
10/01/2021	GATEWAY ENGINEERS INC	95.00
10/01/2021	GATEWAY ENGINEERS INC	95.00
10/01/2021	GATEWAY ENGINEERS INC	35.75

BOROUGH OF SEWICKLEY HEIGHTS

Monthly Bill Sheet

As of November 15, 2021

Date	Vendor	Amount
11/01/2021	GUARDIAN PROTECTION 498531	80.56
09/30/2021	GUYASUTA INVESTMENT ADVISORS INC 7018	5,618.00
09/30/2021	GUYASUTA INVESTMENT ADVISORS INC 6010	4,852.00
11/04/2021	HUNTER TRUCK 34310	3,236.65
10/29/2021	INCOM SUPPLY 7116	112.60
10/19/2021	INCOM SUPPLY 7116	83.27
10/26/2021	INCOM SUPPLY 7116	21.58
10/26/2021	ISV US LLC	748.00
10/28/2021	J&D LAWN AND TRACTOR SALES	381.14
11/01/2021	JENLOR INTEGRATIONS LLC	630.46
11/09/2021	KLINE, BRIANNA	3,101.48
11/01/2021	MCGANN & CHESTER LLC	525.00
10/19/2021	MEIT 09000-0192	14,682.68
11/10/2021	MEIT 09000-0192	14,682.68
10/29/2021	PA DEPT AGRICULTURE BUREAU PLANT INDSTRY	35.00
10/29/2021	PA DEPT OF LABOR & INDUSTRY -B	1,665.58
10/28/2021	PA DEPT OF LABOR & INDUSTRY -B	92.28
10/01/2021	PA DEPT OF LABOR & INDUSTRY -B	57.68
10/27/2021	PA TURNPIKE TOLL BY PLATE	16.00
10/31/2021	PROFESSIONAL CODE SERVICES INC	3,137.50
10/15/2021	PSAB	617.00
11/08/2021	PSAB	40.00
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	11,210.78
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	439.08
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	100.66
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	55.68
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	49.26
10/31/2021	QUAKER VALLEY SCHOOL DISTRICT	42.83
11/03/2021	RAYS MT NEBO SERVICE	90.00
11/02/2021	RAYS MT NEBO SERVICE	50.00
10/22/2021	S&D CALIBRATION SERVICES INC	92.00
10/20/2021	SEWICKLEY WATER AUTHORITY 1354-0	30.64
10/20/2021	SEWICKLEY WATER AUTHORITY 1484-0	442.50
10/20/2021	SEWICKLEY WATER AUTHORITY 1485-0	26.00
10/20/2021	SHALLOW CREEK KENNELS INC	350.00
10/19/2021	SHRED AMERICA IRON CITY	65.67
10/18/2021	SIRENNET	1,443.60
10/07/2021	SIRENNET	781.25
10/25/2021	STANDARD, THE	410.34
10/31/2021	STATION AUTO PARTS NAPA 13610	170.08
10/29/2021	TRAPUZZANO'S UNIFORMS	293.00
10/08/2021	TRAPUZZANO'S UNIFORMS	143.71
11/01/2021	VERIZON -00001	142.69
10/15/2021	VERIZON 0001-49 (FIOS GARAGE)	185.49
10/31/2021	VERIZON 0001-74 (GARAGE PHONE)	61.35
10/12/2021	VERIZON 0001-97 (FIOS BORO)	111.99
10/14/2021	WATCH GUARD VIDEO	5,355.00
10/28/2021	WELLS FARGO LEASING 4687-000	156.53
11/01/2021	WEX BANK (SUNOCO) 0496-00-188638-1	1,825.97

BOROUGH OF SEWICKLEY HEIGHTS

Monthly Bill Sheet

As of November 15, 2021

Date	Vendor	Amount
TOTAL		<u>124,859.45</u>

BOROUGH OF SEWICKLEY HEIGHTS

Balance Sheet

As of October 31, 2021

	<u>Oct 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
100.00 · Cash	
101.000 · FNB 8756 General Ckg	1,830,458.82
102.000 · FNB 8806 Payroll Ckg	2,752.73
103.000 · FNB 1147 Sewage Escrow Ckg	57,160.35
105.000 · FNB 1493 Capital Money Market	564,805.90
106.000 · FNB 1469 Park Money Market	16,259.14
106.500 · FNB 8780 Public Landscape MM	9,117.43
107.000 · FNB 8798 Liquid Fuels MM	176,086.91
108.000 · FNB 6225 K9 Police Ckg	68,457.81
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>2,743,457.96</u>
119.000 · Deposit Clearing	315.75
Total Checking/Savings	<u>2,743,773.71</u>
Accounts Receivable	
120.000 · Accounts Receivable	8,633.59
Total Accounts Receivable	<u>8,633.59</u>
Other Current Assets	
121.000 · Auditor Adjust to AR	120,520.11
125.00 · Undeposited Funds	1,521.08
130.00 · Due From Funds	
130.300 · Due from Capital Reserve Fund	1,000.00
130.400 · Due from Liquid Fuels Fund	23,490.00
130.500 · Due from Trust & Agency Fund	73,477.49
130.600 · Due from Police Fund	8,336.42
Total 130.00 · Due From Funds	<u>106,303.91</u>
140.00 · Real Estate Tax Receivable	
140.010 · RE Tax Receivable - Current Yr	10,499.76
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>32,965.84</u>
155.00 · Prepaid Expenses	
155.156 · Health/Hospital Insurance	13,728.47
155.157 · Dental/Vision Insurance	747.71
155.158 · Group Life Insurance	206.50
Total 155.00 · Prepaid Expenses	<u>14,682.68</u>
156.00 · Prepaid Insurance	
156.350 · Worker's Compensation	7,251.70
156.351 · Property Insurance	8,876.00
156.354 · Police Professional Liability	8,550.00
156.355 · Public Official's Liability	17,731.36
Total 156.00 · Prepaid Insurance	<u>42,409.06</u>
Total Other Current Assets	<u>318,402.68</u>

BOROUGH OF SEWICKLEY HEIGHTS

Balance Sheet

As of October 31, 2021

	<u>Oct 31, 21</u>
Total Current Assets	<u>3,070,809.98</u>
TOTAL ASSETS	<u>3,070,809.98</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.000 · Accounts Payable	57,809.41
Total Accounts Payable	<u>57,809.41</u>
Other Current Liabilities	
201.000 · Auditor Adjust to AP	15,028.75
210.00 · Payroll Liabilities	17,909.53
220.100 · Deferred RE Tax Revenue	47,389.62
220.200 · Deferred Revenue	250.00
230.100 · Due to General Fund	106,303.91
252.005 · Taxes/Fees Collected in Adv-Del	(540.88)
253.00 · Building Escrow Accounts	4,154.27
254.00 · SEO Escrow Accounts	2,418.30
Total Other Current Liabilities	<u>192,913.50</u>
Total Current Liabilities	<u>250,722.91</u>
Total Liabilities	<u>250,722.91</u>
Equity	
279.900 · Fund Balance	1,735,475.31
Net Income	1,084,611.76
Total Equity	<u>2,820,087.07</u>
TOTAL LIABILITIES & EQUITY	<u>3,070,809.98</u>

Attachment C

REGULAR MEETING OF BOROUGH COUNCIL, BOROUGH OF SEWICKLEY HEIGHTS,
ALLEGHENY COUNTY, PENNSYLVANIA, HELD ON MONDAY, OCTOBER 18, 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 Sirianni, Pangburn, Means, McCargo, Kinney, and Snyder; Mayor Oliver; Solicitor Stone; and Borough Manager/Secretary Briggs.

Visitors present via zoom were Mrs. Verna Corey, 895 Blackburn Road; Mr. Frank Cservak, Jr., 174 Barberry Road; Mrs. Terri Fetterolf, 528 Scaife Road; Mrs. Kim Krysiniski, 317 Scaife Road; Dr. Geoff Wilcox, 11 Thawmont Drive.; and, Mr. Patrick Connors, Executive Director of the Quaker Valley Council of Governments.

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. President Hundley commented on Council's desire to return to in-person public meetings when mandated to be safe for all participants.

Council President Hundley opened the meeting and turned the floor over to visitor Dr. Wilcox to discuss property maintenance concerns regarding a neighboring property on Thawmont Drive. Dr. Wilcox reported that the adjacent property is generally unmaintained. The residents own horses, dogs, and chickens; store a boat with trailer on site; and store other goods across the property. Dr. Wilcox indicated that he has spoken with the neighbor about property conditions on several occasions with no meaningful improvements. President Hundley commented on the unique challenges presented by private drive communities and requested that Solicitor Stone speak to whether any Borough Ordinances might apply to the matter. Solicitor Stone discussed certain provisions of the Zoning Ordinance relating to boat/trailer storage, animal density, and general nuisance conditions. During the discussion, Mayor Oliver indicated that he has visited the property and observed its current state, which he described as in poor condition. Solicitor Stone proposed that the Zoning Officer visit the property and discuss the matter with the residents as the first step to remediate the issue. President Hundley and Members of Borough Council thanked Dr. Wilcox for bringing this matter to the Borough's attention and advised that Manager Briggs would follow up with the residents.

Council President Hundley welcomed Mr. Connors to the meeting and offered him the floor to speak. Mr. Connors introduced himself as the Executive Director of the Quaker Valley Council of Governments (QVCOG) and noted that the intention of his visit was to introduce himself and gain insight into how public meetings proceed in Sewickley Heights. He then proceeded to discuss several initiatives that he is currently undertaking including: the QVCOG Annual Dinner, the Quarterly Police Chiefs Training Program, the QVCOG administration of the Allegheny County Gaming and Economic Development Grant Program, and the travelling Glass Recycling Program. President Hundley thanked Mr. Connors for his visit and expressed intention to work with the QVCOG on local projects.

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

No public comments were made regarding agenda items.

Motion by Mr. Kinney, seconded by Mr. Means, to approve the Consent Agenda to include the Accounts Payable Report, the Balance Sheet, the minutes from Borough Council's September 20, 2021 Regular Meeting, the Mayor Report, and the Manager Report, was unanimously approved.

President Hundley made comment on Real Estate Tax collection to date, the variability of Earned Income Tax and Real Estate Transfer Tax collection, and the current status of building projects in the Borough.

Motion by Mr. McCargo, seconded by Mr. Kinney, to approve the award of the Hunt Road Culvert Replacement Project contract to NorthRock Construction, Inc., the lowest responsible bidder in the amount of \$98,500.00, and authorize the Borough Manager to execute all necessary contract documents, was unanimously approved.

Mr. Means asked about the timeframe for the project, to which Manager Briggs replied that delays and seasonal construction restrictions on the waterways in the Borough have pushed the prospective start date to January 1, 2022 at the earliest. President Hundley noted that the project would be paid for by outside funding. Manager Briggs reported that funding would come from the Allegheny County Conservation District and would also utilize American Rescue Plan funding.

Motion by Mr. Means, seconded by Mr. Kinney, to accept the results and recommendation of the 2020 Financial Audit performed by Hosack, Specht, Meutzel and Wood, was unanimously approved.

President Hundley asked Mr. Means if he would make comment on the 2020 Financial Audit as a member of the Finance Committee. Mr. Means indicated that the audit showed that the Borough's 2020 financial activity was in accordance with State requirements, supported by comment from Manager Briggs. Mr. Means also noted that the Borough has commenced its 2022 budgeting process.

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

- a. Stein, 222 Pink House Road, Roof Replacement
- b. Valantassis, 960 Blackburn Road, Window to Door Replacement

Mr. McCargo commented that the projects were simple and easily moved through the review process.

Council President Hundley made the following public announcements:

The next HARB meeting is scheduled for Thursday, November 11, 2021 at 4:15 p.m.

The next Regular Meeting of the Borough Council will be held on Monday, November 15, 2021 at 4:30 p.m.

Borough Council and Manager Briggs then reviewed the status of, and next steps with respect to, the following Items for Discussion:

- State-owned road maintenance for the end of 2021 and 2022 will include crack sealing and tar and chip application.

- The Sewickley Water Authority and Columbia Gas are currently completing asphalt restoration on their respective replacement projects on Backbone Road.
- The Borough's September Glass Recycling Event was successful with 28 participants and a collection of 1,120 pounds.

Mayor Oliver discussed the condition of Way Hollow and emphasized the importance of continued discussion with the State. Manager Briggs noted that there is a meeting scheduled later in the week with Representative Gaydos, PennDOT, and Edgeworth to discuss the fate of the road. Mayor Oliver suggested, with support from Council member McCargo, that it would be beneficial if he and a member of Council would join the call. Manager Briggs indicated that he would provide the information to them accordingly.

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

Mr. Cservak offered comment on an alternative approach to waste collection and hauling in the Borough, specifically referencing the current contract in Sewickley Borough, a bid specification he submitted for the Borough's reference in contracting a commercial hauler for garbage collection and recycling. The specifications referred to were previously distributed to and reviewed by Borough Council Members and Mayor Oliver. Mr. Cservak also commented on his personal issues with Duquesne Light Company on his residential service, and his previous solar power installation submissions to the HARB.

President Hundley thanked Mr. Cservak for his comments and noted that neither he nor Borough Council receive any other complaints regarding garbage hauling in the Borough.

No further public comments were made.

Council adjourned into Executive Session at 5:04 p.m. and reconvened the meeting at 5:45 p.m.

There being no further business, the meeting adjourned at 5:45 p.m.

Secretary

President of Council

Attachment D

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

November 15, 2021

MAYOR AND COUNCIL:

POLICE DEPARTMENT

Forty-five reports were made and investigated in October, plus twenty-three traffic citations, nineteen warnings and 315 vacant house checks. The Department responded to four requests for assistance (two from the ambulance authority and two from neighboring departments); three reports of suspicious vehicles, one traffic stop, one traffic complaint, two disabled vehicles, one vehicle accident, one report of a suspicious person and six reports of open/unsecured doors. The Department investigated two reports of road hazards, one report of wires on fire, three reports of fraud, one hunting complaint, one report of shots fired/heard, one disturbance, three parking complaints, three animal complaints and three miscellaneous reports. Four alarms and one panic alarm were received, all false.

FIRE DEPARTMENT

Two alarms were received, both false.

BUILDING PERMITS

There were three permits issued in October.

29-2021	Chris Standish	Two-story addition, new garage with porch above, elevator, interior renovations, repairs to the existing limestone chip stucco and a new slate roof, 279 Scaife Road.
30-2021	Christian Stein	Replacement of roof with a metal roof, 222 Pink House Road.
31-2021	John Valantasis	Converting a window to a door for access to the backyard through the mudroom, 960 Blackburn Road.


Borough Manager

Attachment E

**BOROUGH OF SEWICKLEY HEIGHTS
POLICE DEPARTMENT**

**MAYOR'S REPORT
November 15, 2021**

	<u>2021</u>	<u>October</u>	<u>Y - T - D</u>
Reports		45	582
Traffic citations issued		23	187
Borough Fines		\$383.76	\$6,190.82
State Fines		\$0.00	\$0.00

	<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>Y - T - D</u>	<u>Total</u>		
Maint. & repairs	\$0.00	\$384.82	\$16.00	\$309.87	\$16.00	\$16.00	\$16.00	\$694.69
Tires	\$0.00	\$795.99	\$0.00	\$2,269.99	\$0.00	\$0.00	\$0.00	\$3,065.98
Insurance	\$55.41	\$554.10	\$0.00	\$0.00	\$0.00	\$55.41	\$55.41	\$554.10
Gasoline	\$0.00	\$1,490.74	\$1,474.33	\$11,961.38	\$1,474.33	\$1,588.75	\$1,588.75	\$14,229.91
TOTAL COSTS	\$55.41	\$3,225.65	\$1,490.33	\$14,541.24	\$1,490.33	\$1,660.16	\$1,660.16	\$18,544.68

	<u>Month miles</u>	<u>Odometer</u>	<u>Month Miles</u>	<u>Odometer</u>
MILEAGE	0	175,258	6,798	72,835

	<u>Month</u>	<u>Y-T-D</u>
	<u>Gasoline</u>	<u>Gasoline</u>
CAR #7633		
<u>2021 Explorer</u>	405	4200
	\$57.21	\$720.58

	<u>Month</u>	<u>Y-T-D</u>
	<u>Gasoline</u>	<u>Gasoline</u>
CAR #7634 K9		
<u>2021 Explorer</u>	\$	\$
	57.21	57.21

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

3-Nov-21

Non-Litigation Matters

Invoice	Client.Matter	Matter Description	Account Activity	Amount
1510602	5417.0001000	General Matters	Professional Fees	\$ 3,997.50
			Costs	\$ -
1510603	5417.0001003	Zoning Matter	Professional Fees	\$ 409.50
			Costs	\$ -
1510604	5417.0001006	Historic District Ordinance	Professional Fees	\$ 1,309.00
			Costs	\$ -
1510605	5417.0001012	Fern Hollow Nature Center	Professional Fees	\$ 156.00
			Costs	\$ -
1510606	5417.0001029	Right To Know	Professional Fees	\$ 292.50
			Costs	\$ -
1510607	5417.0001033	Waterline Matters	Professional Fees	\$ 643.50
			Costs	\$ -
1510608	5417.0001040	Roads and Rights of Way	Professional Fees	\$ 39.00
			Costs	\$ -
1510609	5417.0001041	Pre-Development Project Staff Meetings	Professional Fees	\$ 409.50
			Costs	\$ -
1510610	5417.0001059	Fetterolf Zoning Matters	Professional Fees	\$ 247.50
			Costs	\$ -
1510612	5417.0001100	General Police Matters	Professional Fees	\$ 234.00
			Costs	\$ -
1510613	5417.0001108	2021 Ordinance Updates	Professional Fees	\$ 2,037.00
			Costs	\$ -
1510614	5417.0001109	Fetterolf Zoning Matter	Professional Fees	\$ 58.50
			Costs	\$ -
Total for Non-Litigation October 2021				\$ 9,833.50
1510611	5417.0001077	Fetterolf Matter Right to Know Requests	Professional Fees	\$ 6,986.50
			Costs	\$ -
Total for Litigation October 2021				\$ 6,986.50



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

November 11, 2021

C-60000-2021

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

SUBJECT: Engineer Updates for November 2021

PLAN REVIEWS & INSPECTIONS:

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

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

C-60004-0003 Barberrry Farm Additions (284 Barberrry Road)

An initial E&S inspection was performed on October 26th. Gateway to follow-up with periodic site inspections.

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

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

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.

C-60251-0001 Standish Residence Addition (279 Scaife Road)

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

C-60260-0001 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.



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C-60316-0004 Recker Residence Barn Addition (238 Scaife Road)

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

C-60329-0004 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-60329-0007 Rose Farm – Roethlisberger Farmhouse Renovation (475 Scaife Road)

A pre-construction meeting was held on October 26th. 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 is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

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-60390-0000 Braksick Residence – Addition #2 (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-60392-0001 Riordan Residence Pool (512 Backbone)

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

C-60393-0000 Sculley Residence - Addition (853 Blackburn)

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

C-60396-0000 Bresch Residence Barn Addition (319 Scaife Road)

Project is under construction. Gateway to follow-up with periodic site inspections.
No further action has occurred on the project this month.

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.



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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.

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-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.

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.



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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.

C-60399-0000/0001 926/928 Blackburn Septic Permit Z207636/Z207637 (926/928 Blackburn Road)

Coordination with Hapchuk on the repair and/or replacement of the on-lot septic systems is ongoing. The septic tank was replaced, and pump controller was re-done. A final walk through with Hapchuk needs to be performed before the permit can be closed.

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 October 2021

Administration

Coordinate with Gateway on status of Pink House bridge design status
Continue discussion with Gateway regarding options for Way Hollow Rd.
Coordinate monthly glass recycling event

Residents/Property Owners

Luptak - brush removal; Means - Lane's End patching
Repair wedge curb on Backbone Road - Spanos residence

Facilities

Stockpiled excess stone from Sealcoat and Microsurfacing operations
Coordinate major repairs to Borough boiler
Received 110 tons initial infill of salt for 2021-2022 winter maintenance season

Roads

Coordinate, and assist with, Vector to clean all Boro/State catch basins
Supported Arch Masonry masons as they worked on Thawmont curve wall
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

Fleet

Minor repairs to interior of Truck 65
Routine services on Police vehicles
Winterize the tractor mounted boom mower
Regular in-season service to Boom mower
Minor maintenance work on pickup truck
Maintenance on tractors - 3930 and L3200
Hydraulic line maintenance on International dump truck #64

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
Continued mowing maintained lawn areas

A handwritten signature in black ink, appearing to read "John P. ...".