



Borough of Ben Avon Heights
Tuesday, April 8th, 2025 - Council Meeting Minutes

A quorum is in attendance

Present:

Council Members: Berardi, Brown, Lope, Morris, Neunder, Stiller

Fire: Chief Mayer

EMS:

Police: Chief Hanny

Mayor: Dismukes

Solicitor: Mongillio

Secretary: DiNuzzo

Residents:

Call to Order: Mr. Brown started the meeting at 7pm

- 1. Approval of March 2025 meeting minutes:** *A motion was made by Mr. Stiller to approve the March 2025 meeting minutes. Mr. Lope seconds the motion.* Mr. Brown made a note that 2A was missing the voting portion "A motion was made by Mr. Stiller to approve the checks printed after the February 2025 meeting. Mr. Lope seconds the motion. Motion passed." motion passed.
- 2. Approval of March 2025 financials:** *A motion was made by Mr. Lope to approve the March 2025 financials. Ms. Berardi seconds the motion.* Mr. Brown summarized that the Borough transferred funds from the sewage fund to the general fund to cover the first payment to Jet Jack for the work they're completing on our sewer project. When the grant money from the LSA grant for \$149,905 comes in, the Borough will transfer this back into the sewage account. The Borough currently has \$250,000 in the general account, \$449,000 in the Reserve account and \$267,000 in the sewage account; the Borough is still in good standing. He continued with the financial budget performance; on the income side, he noted the Borough does not start to receive the real estate taxes until June or July. These notices go out on May 1st. Mr. Dismukes stated residents have approached him with concerns over not receiving notification from Jordan Tax in a timely manner or at all regarding their taxes. Because of this, they then accrue late fees. It was added that as a legal obligation, homeowners should know when their taxes are due, regardless of notification from the collecting agency. Mr. Brown suggested at most, the Borough could send an email to residents reminding them their taxes are due, and to please reach out to Jordan Tax with any issues. Mr. Brown continued with his summary; the Borough is down on collecting Earned Income from what they projected. Mr. Stiller looked back at previous years and this is typical. He would like the LSSE invoices reviewed for 2025 as the number seems higher than it should; perhaps some items are being GL coded incorrectly. Motion passed.
 - a. Approval of payment of bills ending in March:** *A motion was made by Mr. Brown to approve the checks ending in the month of March. Mr. Stiller seconds the motion. Motion passed.*
- 3. Emergency Management:**
 - a. Fire: Chief Mayer reported 5 fire calls in Ben Avon Heights for the month of March, nothing of note.
 - b. Police: Report below.
 - c. EMS: no representation present.
- 4. Public Comment:** No public present.
- 5. Infrastructure and Operations:**
 - a. Engineers report: (Memo below):
 - b. PA 1 Call markings: Banbury Lane: Mr. Heyl informed the Council that LSSE assisted both the Borough and Avalon Borough in filing the PUC report for the damage created by Duquesne Light when they were installing a new light

pole. They penetrated the newly lined sewer line on Banbury Lane as well as a communication line. LSSE was able to have Jet Jack come out and patched the hole that was nicked. They estimated the cost would be around \$15,000 but the official invoice will be slightly lower. Mrs. Neunder questioned if the Borough should submit an insurance claim. Council asked Mrs. Neunder to pursue this. It was suggested that Ben Avon Heights share any additional documents to Avalon when Duquesne Light replaces poles.

- c. LSA grant sewer project update: The advertisement for phase II will be voted on in May.. Phase I will be submitted shortly for reimbursement.
- d. Canterbury Road sidewalk grant award update: Mr. Stiller added that the SOA to greenlight LSSE to proceed with engineering services will be voted on in May for this project.
- e. Electric Speed Sign update: The speed signs are up as of April 8, 2025. Mr. Stiller added that the Borough has a subscription for cloud service for one year that's included and will capture data to gauge the effectiveness of the signs. Council asked if the signs take photos; there are cameras on the signs, but the cameras are designed to take photos when the sign is tampered with, so ability to capture traffic is limited.

6. Green Spaces:

- a. Park Maintenance update: Mr. Lope updated Council that the only maintenance in March was removing wooden park bench panels as they were broken and in poor condition. He also added that TruGreen began their treatments, and they will turn on the water at the park next month, in time for the power washing of the tennis court. It was suggested that next month Council vote on approving replacing additional park benches as well as painting lines on the tennis court.
- b. Beautification Plan update: Ms. Berardi noted that April's working session meeting will be devoted to the presentation by LSSE on their beautification plan based on the survey results. She would like the Borough to send out an email reminding residents a week prior to the meeting as well as the day of. Mrs. Neunder added that it would be conducive to suggest residents park over by the Avalon pool parking lot.

7. Building, Zoning and Code Enforcement:

- a. Zoning Ordinance update: Mr. Stiller shared an update that Council will continue on page 83 article 9. The next working session meeting for the drafted zoning ordinance will be in May.
- b. April Working Session agenda: The April working session will be dedicated to the public beautification plan meeting. This meeting will be held on April 22nd, 2025 at 7pm at the Avalon Volunteer Fire Hall.
- c. Code enforcement issues: None submitted for the month of March.
 - i. Anonymous Letters: The residents of Ben Avon Heights should note that anonymous letters will not be forwarded to code enforcement. The anonymous letters do bring issues to Council's attention and are kept for records, but residents need to complete and submit a code enforcement violation form for the Borough to pass through code enforcement issues.
 - ii. 17 Oxford Road: A code enforcement violation form was submitted on March 28th with concerns over debris in the front tree, and the safety of these items falling on residents walking by or strong gusts of wind knocking them out of the tree. The form will be submitted to Harshman for follow-up.
- d. Zoning Applications, Building Permits: There were no applications submitted for the month of March for building permits. There was one zoning permit application submitted for the month of March: 17 New Brighton resubmitted for a 65 to 75-foot-long fence at the rear of the property. The fence will be 5-6 feet tall with 5 ½" wide width, 1 ½" spacing in-between for a 1:3:66 ratio. This was approved.
- e. Joint Comprehensive Plan Update: Mr. Morris noted that the Joint Comprehensive Plan committee recommended Michael Bakerto be awarded as project consultant. A compelling factor is that Michael Baker is currently working on the 65 project. Michael Baker came slightly under \$100,000 which was the budget limit the committee had placed.
 - i. Consultant for the Joint Comprehensive Plan: *A motion was made by Mr. Morris to approve Michael Baker for the consultant on the joint comprehensive plan update. Mr. Stiller seconds the motion. Motion passed.*

8. Service/Contracts:

- a. Waste/Recycling contract for 2026: Mr. Stiller reminded Council that we have some flexibility for the pending 2026 expiring waste contract. He worked with the solicitor on creating a 1 year bid as well as a 3-year bid, and the bid specs were the same as the current contract. The 1-year bid allows the Borough to join with the Quaker Valley Council of Government (QVCOG) bid in 2026, or if the 3-year bid is favorable the Borough can continue with the 3-year contract instead of joining the COG in 2026. *A motion was made by Mr. Stiller to advertise the Ben Avon Heights waste and recycling contract for 2026. Mr. Brown seconds the motion. Motion passed.*

9. Administration:

- a. Parking permit requests: For the month of March, there were no parking permit requests.

- b. QVCOG updates: Mr. Stiller is the primary representative for Ben Avon Heights with Ms. Berardi as secondary. The meetings are on the 3rd Wednesday every month. The representatives attended a training session earlier this month, and Mr. Stiller stated that the QVCOG has great information on their website as well as calendars specifically for parks and grants. He added that the COG will assist in applying for grants for the Borough for a percentage fee if the grant is awarded.
- c. Safety vests for Annual Roadside Cleanup: The roadside cleanup committee requested the purchase of safety vests for volunteers. A motion was made by Mr. Stiller to purchase safety vests for the annual Ben Avon Heights roadside clean up. Mrs. Neunder seconds the motion. Motion passed.
- d. Arvind Venkat's Office: Mr. Dismukes wanted to bring to Council's attention as an FYI, that Arvind's office recently requested to be informed of any urgent projects needing funding in the Borough. Mr. Stiller accommodated this request by submitting the Phase III sewer project. This was the only project brought to their attention as this was approved by council for a previous LSA grant and we do not have any other projects approved as of yet.
- e. North Boroughs Community Day: The North Boroughs Community Day is scheduled for July 6th 2025. Rain date August 30th.
 - i. Firework Donation: A motion was made by Mr. Morris to approve the Firework Donation for the North Boroughs Community Day. Mr. Stiller seconds the motion. Motion passed.

10. Meeting adjourned at: 8:16pm

Jessica DiNuzzo, Secretary

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 03/01/2025 AND 03/31/2025
BEN AVON HEIGHTS**

| DESCRIPTION | MARCH CALLS | YTD CALLS |
|---------------------------------|----------------|--------------|
| Accident/Reportable | 0 | 1 |
| Burglar Alarm-Residence | 1 | 1 |
| Disabled Vehicle | 0 | 1 |
| DPW Request | 0 | 20 |
| EMS Call | 1 | 3 |
| Fire Alarm-Natural Gas | 0 | 1 |
| Fire Alarm-Residence | 0 | 1 |
| Juvenile Disturbance | 0 | 1 |
| Police Detail - Crossing Guard | 0 | 7 |
| Police Detail - Directed Patrol | 52 | 154 |
| Road Hazard | 0 | 2 |
| Traffic Citations | 1 | 14 |
| Tree Down | 1 | 1 |
| Utility Complaint | 1 | 1 |
| Vehicle Lockout | 0 | 2 |
| Warnings - Traffic | 9 | 11 |
| | <hr/> 66 | <hr/> 221 |



846 Fourth Avenue, Coraopolis, PA 15108
(412) 264-4400 • (412) 264-1200 Fax

MEMO

TO: Ben Avon Heights Borough DATE: April 7, 2025

FROM: Kevin A. Brett, P.E. S. O. NO.: 452-001
John R. Heyl, P.E., CPESC

SUBJECT: **April 8, 2025 Meeting
Engineering Report**

cc:

Following is a summary of the engineering services provided since the last Engineering Report:

1. **Phase II Consent Order and Agreement (COA)**

Task for the remainder of the Order include continued O&M and reporting of SSOs.

2. **Sanitary Sewer Operations and Maintenance (O&M)**

Phase I O&M Repairs – Contract No. 23-S1 (Re-Bid):

- *Borough was awarded \$149,905.00 LSA Grant*
- *Base Bid and Add Alternate No. 1 were awarded via letter dated August 2, 2024 to Jet Jack, Inc.*
- *A Pre-Construction field meeting was held on September 16, 2024.*
- *The Notice to Proceed was transmitted to the Borough on September 24, 2024.*
- *PennDOT Highway Occupancy Permit has been renewed on November 4, 2024.*
- *Change Order No. 1 (increase of \$46,010.00) was issued to the Borough on December 6, 2024 for additional work regarding partial sewer collapse requiring in-trench repair.*
- *Partial Payment No. 1 submitted by Jet Jack, Inc. on January 10, 2025. LSSE issued letter dated January 13, 2025 recommending payment in the amount of \$162,383.50 (Attachment A).*
- **Sanitary sewer repair work is complete. Final roadway restoration items remain, and are scheduled to be completed in April 2025.**
- **On March 27, 2025, a Borough owned sanitary sewer line on Banbury Lane was damaged during the installation of a new electric pole by Duquesne Light Company. The damaged pipe segment was lined in December 2024 as a part of Contract No. 23-S1 project. Jet Jack, Inc. performed an emergency spot repair of the damaged section of the sanitary sewer on March 28, 2025. Jet Jack, Inc. submitted the Emergency Repair Invoice in the amount of \$15,900.00 on April 4, 2025.**

- **Change Order No. 2** to adjust the Contract total amount to account for the Extra Work completed by Jet Jack, Inc. as a part of the Banbury Lane Emergency Repair was issued on April 7, 2025.
- **Partial Payment Request No. 2** review letter was issued on April 7, 2025, recommending partial payment in the amount of \$15,105.00 for the Banbury Lane Emergency Repair work completed.

Phase II-V O&M Repairs:

- *PA Small Water and Sewer Grant* awarded in the amount of \$257,053.00.
- *Design completed and to include Add Alternates 2, 3 and 4 from Contract No. 23-S1.*
- *A letter and exhibit summarizing the Construction Phases I, II, and III for Year 1-5 of O&M CCTV inspection footage was transmitted to the Borough on December 4, 2024.*
- **Bidding tentatively scheduled for Spring 2025.**

3. MS4 Permit

MS4 Waiver was approved through 2028. LSSE issued a summary memo on the Draft 2026 General Permit Updates on March 12, 2025.

4. Canterbury Road Sidewalk and Curb Improvements

LSA Grant awarded in the amount of \$181,100.00, effective from October 22, 2024 to June 30, 2027. LSSE to provide a service order for engineering services. LSSE to start surveys.

5. Electronic Speed Sign Permitting

All HOP permits in place. LSSE staked out sign locations with Avalon Public Works.

6. Park Maintenance and Beautification Plan

Greenspace Committee questionnaire is active until March 5. LSSE issued an ADA Compliance memo on March 14, 2025. Community input meeting scheduled for April 22, 2025.

7. Miscellaneous

- **Wilson Drive Pavement:** *LSSE reviewing cracking along Wilson Drive and will provide a memo to council. LSSE issued memo on February 11, 2025 (Attachment A).*
- **10 Oxford Road Certificate of Compliance:** *On March 19, 2025, LSSE issued a letter summarizing the repairs completed on the sanitary sewer lateral that services 10 Oxford Road in Ben Avon Heights Borough and recommended an award of a Certificate of Compliance to the property owners.*

Grants which are due next quarter:

CFA – Act 13 Programs: Open February 1, 2025 / Due May 31, 2025

- *Greenways, Trails and Recreation (GTRP)*
 - *Max Grant Award \$250,000*
 - *15% Local Match*
 - *Development, Rehab and improvements to public parks, recreation areas, greenways, trails and river conservation*
- **Sewage Facilities Program**
 - Max Grant Award \$100,000
 - 50% Local Match
 - Costs associated with the planning work required under Act 537.
- **Flood Mitigation Program**
 - Max Grant Award \$500,000
 - 15% Local Match
 - Projects authorized by a flood protection authority, the Department of Environmental Protection (DEP), the U.S. Army Corps of Engineers (Corps) or the U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) or identified by a local government for flood mitigation are eligible for the program.
- **Abandoned Mine Drainage Abatement & Treatment Program (AMDATP)**
 - Max Grant Award \$1 Million
 - 15% Local Match
- **Baseline Water Quality Data Program**
 - Max Grant Award \$250,000
 - 15% Local Match
 - Projects which involve practices for water sample collection and analysis to document existing groundwater quality conditions on private water supplies.

CFA – Multimodal: Open March 1, 2025 / Due July 31, 2025

- Projects with total cost over \$100,000
- Max Grant Award - \$3 Million
- 30% Match
- Development, rehabilitation and enhancement of transportation assets to existing communities, streetscape, lighting, sidewalk enhancement, pedestrian safety, connectivity of transportation assets and transit-oriented development.

CFA – PA Small Water and Sewer: Open February 3, 2025 / Due April 30, 2025

- Max Grant Award \$500,000
- 15% Match
- Activities to assist with the construction, improvement, expansion, or rehabilitation or repair of a water supply system, sanitary sewer system, storm sewer system, or flood control projects

DEP – Growing Greener: Open end of April / Due end of June

- Watershed restoration projects
- 15% minimum match

