



**Borough of Ben Avon Heights**  
**Tuesday, July 8<sup>th</sup>, 2025 - Council Meeting Minutes**  
**A quorum is in attendance**

**Present:**

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

Fire: Chief Mayer

Police: Chief Hanny

Mayor: Dismukes

Solicitor: Vogel

Secretary: DiNuzzo

Residents: Lester Olsen 17 Cambridge Road

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

1. **Approval of June 2025 meeting minutes:** *A motion was made by Mr. Lope to approve the June 2025 meeting minutes. Mr. Morris seconds the motion. Motion passed.*
2. **Approval of June 2025 financials:** *A motion was made by Mr. Stiller to approve the June 2025 financials. Mr. Lope seconds the motion.* Mr. Brown had a few areas he wanted to highlight on the financial reports for June. He pointed out the real estate tax collections for the Borough started to come in. Transfers to the reserve fund for \$149,905 was from the LSA grant reimbursement which the Borough received in June. Mr. Brown also added he talked with the Borough tax collector who noted, at the end of 2024 the Borough collected around \$12,000 in delinquent taxes; so far in 2025 the Borough collected around \$16,000. On the expense side, he would like to research the tax fees and bonds as the Borough is over budget. In lines 403.02 and 403.03 Mr. Brown would like to dig into the LSSE invoices to confirm these are being categorized correctly. Mr. Heyl informed Council, he just found out some of the project coordinators were entering into the wrong projects, but other than that, the LSSE invoices are broken down by project to help make categorizing more efficient. Mr. Lope pointed out line 410.05 for the amount of \$541.10 was for mowing and should be moved to line 410.06. Mr. Lope also questioned the amount in line 401.02 as he felt it seemed high. Mr. Brown noted that this was actually less than what the Borough planned for the auditors. *Motion passed.*
  - a. **Approval of payment of bills ending in June:** *A motion was made by Mr. Stiller to approve the payment of bills ending in June. Mrs. Neunder seconds the motion. Motion passed.*
3. **Emergency Management:**
  - a. Fire: Chief Mayer reported for the month of June, there were two calls in Ben Avon Heights, one at Shannopin. Mrs. Neunder asked if the department had any up-and-coming fundraisers. Chief Mayer noted that they will have one in October and will provide more details at a later date.
  - b. Police: *Report below.* Chief Hanny noted that there were two individuals who knocked on some doors requesting to use a phone, this activity was reported; it turned out to be some individuals involved in auto break-ins in Avalon. He encourages residents, "see something, say something." Mr. Brown added that the Borough is currently troubleshooting two of the speed signs which have been setting off alarms to the Borough and Ohio Township Police for low battery and tampering. Currently, two are out of service.
  - c. EMS: *There were no calls in Ben Avon Heights for the second quarter of 2025.*
4. **Public Comment:** Lester Olsen at 17 Cambridge Road came with a few concerns regarding Cambridge Road. The first concern he presented to Council was over the upkeep and maintenance of Cambridge Road; he noted that debris fall down into the road, which then accumulates into the catch basins and the side of the road which attracts mosquitos and gnats. He was thankful the street cleaner came down recently, which helped some. He also suggested the landscape company

blow the leaves downhill instead of uphill as they eventually slide back into the road. Mrs. Neunder will check in with A&N to confirm they are sucking up the leaves and not blowing them into the hillside. He also suggested the catch basins be cleaned more regularly from debris on top. He also wanted to bring to Council's attention an invasive species of vegetation growing around the Cambridge Road area known as the Chinese Empress tree. Lastly, he wanted to add that during the wind storm, a street light was knocked down and still has not been replaced by Duquesne Light. There is also a pole in the hillside that is no longer in use and was hoping the Borough could assist in removing this. He has been in communication with Duquesne Light in the past, but hasn't gotten anywhere with the removal. He also wanted to thank the Avalon Fire Department for removing the tree so quickly. Mrs. Berardi questioned how the Borough handled cleaning of the catch basins in the past. Mr. Stiller noted, the previous manager of Avalon DPW would regularly come through the Borough after storms to clean off the top of the catch basins. Occasionally, the Borough would need to request this from Avalon. Currently, the Borough needs to put in a request to have these cleaned off; this is a task he would like to get completed more frequently from Avalon.

## **5. Services and Contracts:**

- a. 2026 Waste/Recycling Contract: Mr. Brown noted that the bids for this were opened at the previous meeting. He continued, the Borough decided to bid for a 1-year contract and a 3-year contract, as Council was interested in joining the QVCOG waste management contract, but they had 1 year left in theirs, before going out to bid. Council thought it was best to advertise for a 1 and or 3 year bid to perhaps join the QVCOG in 2027. The Borough only received one bid for the 1-year contract: Waste Management. It was for \$56.32 per household, per month; rear pick up was an additional \$70 dollars and it was not unlimited. He felt the 1-year bid was not cost effective. The most competitive option out of the 3-year bids was County Hauling with year one at \$29.95 per household per month, year two \$30.27 and year three \$31.48; rear yard is \$20, \$21 and \$22. He continued that they would keep the Monday morning pickup, and continue with unlimited trash pick-up. Mr. Stiller added that he reached out to several residents in Shaler Township as they use County Hauling for similar unlimited trash receptacle and recycling services and they had positive things to say about their service level and consistency. A motion was made by Mr. Brown to accept the 3-year bid from County Haul with Monday pickup service that was submitted on June 6<sup>th</sup>, 2025. Mr. Morris seconds the motion. Questions were raised on if this would still align the Borough with the QVCOG. It was noted that the Borough isn't certain the length of the agreement QVCOG plans to bid out, but if they continue with a 5-year agreement, the Borough would then have to bid one more 3-year bid cycle to align for a bid in 2032. Motion passed.
- b. Crossing guard wage increase: Mr. Stiller noted that it's been difficult recruiting new hires for the crossing guard positions; the last raise given was in 2020. He did some research with surrounding areas, areas that are similar in size, as well as Allegheny County municipal data. He suggested giving our crossing guards a 14% increase raising them to \$18.50 an hour; He added that Avonworth school district pays for half as reimbursement. A motion was made by Mr. Stiller to increase the crossing guard wages to \$18.50 an hour effective for the 2025-2026 school year. Mr. Lope seconds. Mr. Brown added that some townships are around what we currently pay, he's not sure if \$18.50 will help with new hires, but he still is supportive of the increase. Motion passed.

## **6. Infrastructure and Operations:**

- a. Engineers report: (Memo below):
- b. Phase I sewer project:
  - i. Change order #3: A motion was made by Mr. Stiller to approve the final change order to Jet Jack. Mr. Dawley seconds the motion. Motion passed.
- c. Phase II sewer project: LSSE updated Council that they are working to complete the contract for next meeting.
- d. Tri-State Maintenance catch basin cleaning: Mr. Heyl noted they reached out to Tri-Maintenance for an updated quote, which was presented to Council tonight. Mr. Stiller noted that we would like to get the inlets cleaned as soon as possible as an abnormally heavy rain season has made the need for cleaning more apparent, earlier in the year than normal. A motion was made by Mr. Stiller to approve the one-time quote from Tri-State Maintenance. Mrs. Neunder seconds the motion. Motion passed.
- e. Canterbury Road sidewalk grant award update: LSSE noted that they are currently working on the easement maps of the Borough for this project. Mr. Brown added he believed there was an ordinance in place for curbs and sidewalks. Mrs. Neunder added they were ordinances 37 and 45. Mr. Vogel and Mr. Heyl will review these ordinances.
- f. Courtney Mill Update: Mr. Stiller updated Council after last meeting he had some cold patches put on Courtney Mill Road while the Borough continues to work with Killbuck on this project. Mr. Dismukes added Shannopin is very appreciative of this effort from Ben Avon Heights.
- g. Electric Speed Sign update: Mr. Stiller updated Council that the sign on New Brighton Road continues to have battery and charging issues. This issue also started to happen to the sign on Ben Avon Heights Road. Mr. Stiller

continues to trouble shoot with the company. Avalon will take these down and most likely have the batteries replaced while still under warranty. Mr. Heyl noted that PennDot pointed out that the signs were not lit and there were tree branches blocking the Perrysville Road sign. Mr. Brown questioned if these could be hardwired if the batteries continue to be a problem. Mr. Stiller noted that they still have a lot of trouble shooting to go through before thinking about alternative power solutions.

**7. Green Spaces:**

- a. Park Maintenance update: Mr. Lope noted that routine maintenance took place in the month of June. He added Mrs. Berardi planted flowers at the entrance of the park.
- b. Beautification Plan update: Mrs. Berardi noted their last meeting with LSSE was in June. They have created 3-4 bubble functional diagrams to present to the community. They hope to use the August working meeting, but will confirm soon. They would also like to use the sleep over in the park as an engagement opportunity, without LSSE, as a more informal opportunity.

**8. Building, Zoning and Code Enforcement:**

- a. Zoning Ordinance update: Mr. Brown noted that with over a year of monthly working sessions, Council completed their edits of the current Zoning draft in June. There is no reason to have a working session in July and perhaps August, but the greenspace would like to think about using August's working session for another beautification plan meeting for the public. Mr. Stiller worked with the solicitor and communicated next steps for the ordinance which includes sending the latest draft back to the county for review and sharing with internal stakeholders. A future working session will be used to review this feedback and continue to update the latest draft.
  - i. Send draft to County for Review: *A motion was made by Mr. Stiller to send the current draft of the zoning ordinance to the county, zoning officer, and zoning hearing board to review. Mrs. Berardi seconds the motion. Motion passed.*
- b. July Working Session agenda: Mr. Brown noted that Council will not use July's working session meeting. A note will be sent out to the community to notify residents that it has been canceled.
- c. Zoning applications, Building permits, Code enforcement:
  - i. Code enforcement: No code enforcement issues submitted for the month of June. Mr. Stiller added the Borough recently received an uptick in complaints about obnoxious vegetation and pet waste; he feels the Borough should send out their annual email reminder about these issues. Council agreed. Mr. Brown will draft the note for residents.
  - ii. Building permits: For the month of June there was one building permit issued: 25 Clovelly Road
  - iii. Zoning Applications: For the month of June there were two applications submitted: both at 51 Newgate: 1 to demolish old shed and rebuild a new shed, the other is to install a 18x36' inground pool with surrounding fencing.
- d. Joint Comprehensive Plan Update: Mr. Morris noted that this project is currently on hold as the grant they were planning to use for this has been paused from the Federal Government.

**9. Administration:**

- a. Parking permit requests: for the month of June there were no applications.
- b. QVCOG: Mr. Stiller noted Sewickley Hills became the newest member of the QVCOG at the July QVCOG meeting. Ben Avon Heights was the 16th municipality to join and is no longer the newest member.

**10. Executive Session: Safety: 8:21pm.**

**11. Regular Session: 8:23pm**

**12. Meeting adjourned at: 8:23 pm**

**CALL SERVICE REPORT GROUPED BY DESCRIPTION**  
**INCIDENTS REPORTED BETWEEN 06/01/2025 AND 06/30/2025**  
**BEN AVON HEIGHTS**

DESCRIPTION	JUNE CALLS	YTD CALLS
911 Hang-up	2	2
Accident/Reportable	0	1
Animal Complaint	1	2
Burglar Alarm-Residence	0	1
Disabled Vehicle	0	1
DPW Request	0	20
EMS Call	0	3
Fire Alarm-Business	1	2
Fire Alarm-Natural Gas	0	1
Fire Alarm-Residence	0	1
Juvenile Disturbance	0	2
Loitering/Prowling (At Night)	1	1
Parking Ticket	0	1
Police Detail - Crossing Guard	0	7
Police Detail - Directed Patrol	48	316
Road Closed/Open	0	2
Road Hazard	0	3
Service of Official Documents	0	1
Solicitor Complaint	0	2
Suspicious Persons	1	1
Suspicious Vehicle	0	1
Traffic Citations	0	21
Traffic Complaint	0	1
Traffic Post	0	1
Tree Down	0	2
Utility Complaint	0	1
Vehicle Lockout	0	2
Warnings - Traffic	2	28
Welfare Check	1	2
Wires Down	0	1
	57	430



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

## MEMO

TO: Ben Avon Heights Borough  
FROM: Kevin A. Brett, P.E.  
John R. Heyl, P.E., CPESC  
S. O. NO.: 452-001  
cc:  
SUBJECT: **July 8, 2025 Meeting  
Engineering Report**

DATE: July 1, 2025

S. O. NO.: 452-001

cc:

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

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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 includes 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;*
- *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 \$15,432.00 on April 8, 2025. Change Order No. 2 (+\$15,432.00) and Partial Payment No. 2 Revised (\$37,795.70) have been provided to the Borough for consideration on May 8, 2025; and*
- **Construction is complete. Change Order No. 3 (Final) (+\$4,450.00) and Partial Payment No. 3 (Final) (\$5,132.80) were provided to the Borough for consideration on July 7, 2025 and July 3, 2025, respectively.**

## **Phase II-V O&M Repairs – Contract No. 25-S1:**

- *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; and*
- *On May 15, 2025, the Commonwealth Financing Authority approved utilization of the PA Small Water and Sewer Grant funds for an expanded scope of work including repairs in the Year 4 (2023) and Year 5 (2024) O&M areas. The bid was awarded to Jet Jack, Inc. in the amount of \$218,390.00 at the May Council meeting.*

### **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. Surveys have been completed. LSSE to begin preliminary design.*

### **5. Park Maintenance and Beautification Plan**

- *Community Engagement meeting held on April 22, 2025.*
- *Presentation of results/discussion with Greens Committee in Teams meeting on 5/5/2025.*
  - *Revision of Community Engagement summary document for Council to post on their website.*
- *Preparation of Functional Diagrams and presentation/discussion with Greens Committee on 5/21/2025.*
  - *Awaiting feedback from Greens Committee and timeline review before preparation of preliminary Conceptual layouts of park improvements.*
  - *Functional Diagram revisions per direction of Greens Committee in meeting on 6/25/2025*

### **7. Miscellaneous**

- **Catch Basin Cleaning: LSSE issued Requests for Proposal on June 19, 2025. Summary was provided to Borough July 1, 2025.**

## **Grants Due Next Quarter:**

### **CFA – Multimodal: Opens March 1, 2025 / Due July 31, 2025**

- Projects with total cost over \$100,000.00;
- Max Grant Award - \$3 Million;
- 30% Match; and
- 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 – Local Share Account - Statewide: Opens September 1, 2025 Due November 30, 2025**

- Projects with total project cost over \$25,000.00;
- Max Grant Award - \$1 Million;
- 0% Match; and
- Projects in public interest. Projects that improve the quality of life of citizens in the community. Very broad range of eligible projects.

**Grant Award Summary**

Project	Grant Source	Grant Award	Match	Status
Canterbury Road Pedestrian Improvements	2023 – CFA LSA	\$181,100.00	\$0.00	Design ongoing
Sanitary Sewer Improvements Project	2023 – CFA Small Water and Sewer	\$257,053.00	15%	Bid awarded
2022 Sanitary Sewer Lining Repairs	2022 – CFA LSA	\$149,905.00	\$0.00	All work is complete