

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DIRECTORS MEETING

August 18, 2021

This meeting took place at the Aleppo Township Municipal Building (100 North Avenue, Sewickley, PA 15143) and was also broadcast and recorded via Zoom and made available on the QVCOG website at the conclusion of the proceedings.

Board President Jean-Sebastien Valois called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Roll call was taken.

The following members were in attendance:

Aleppo: Arthur Williams

Avalon: Michael Packard

Bell Acres:

Bellevue: Anthony DiTullio

Ben Avon: Richard Wagner

Edgeworth: John Schwend (via Zoom)

Emsworth: Paul Getz

Sewickley Heights:

Glen Osborne: Barbra Carrier

Glenfield:

Haysville:

Kilbuck: Jean-Sebastien Valois (President)

Leet:

Leetsdale:

Sewickley: Julie Barnes

Omnibus Motion: Executive Director Connors provided a brief update regarding the financial statements and reports that were provided to the Board.

Mr. Getz moved to approve July 21, 2021 meeting minutes and July Financial Statements as submitted. The motion was seconded by Ms. Barnes. The motion carried by an affirmative voice vote.

President's Report: President Valois reported that he and Executive Director Connors attended the July 27, 2021 Regular Meeting of the Bellevue Borough Council. He noted that during the meeting Mr. Connors was introduced as the new Executive Director of the QVCOG. He also noted a discussion concerning the COG's role in allocating CDBG funds through the Allegheny County Department of Economic Development.

Executive Director's Report:

CDBG Year 48 Pre-Application Now Being Accepted – Executive Director Connors reported that beginning on August 9, 2021, Allegheny County Economic Development (ACED) will be soliciting pre-applications for construction-related projects for its 2022 (Year 48) Community Development Block Grant Program (CDBG), which is funded by the U. S. Department of Housing and Urban Development (HUD). He highlighted that all pre-applications must be submitted through the Quaker Valley COG. He noted that every QVCOG member community is eligible to apply for CDBG funding for

“non-income based” projects such as ADA accessibility improvement projects and blight remediation. He cited that project requests must total at least \$20,000 and municipalities may submit multiple applications each year for consideration. He continued by stating projects that do not receive funding for CD Year 48 may be reconsidered the following year. He reported that interested parties may request a fillable Pre-Application form which has been used by the COG in the past to solicit potential CDBG projects. He continued by highlighting that in order to meet the County's deadline of September 10, 2021 prospective municipalities must submit their Pre-Applications to the COG by end of business on Friday, September 3, 2021. He encouraged interested participants to email him for any questions concerning the pre-application process.

5-Year Refuse and Recycling Contract – Executive Director Connors reported that on July 22, 2021 at 11:00 a.m. bids were received and read aloud at the Kilbuck Township Municipal Building for the 5-year waste and recycling contract with both Waste Management and Noble Environmental providing bids. He cited that after initial review of the provided documentation, Waste Management was the apparent low bidder submitting a quote in the amount of \$13,669,921.92 (Options A & B) which was 65.3% less than the proposal submitted by Noble Environmental. He stated that interested parties may request a PDF copy of received bids or associated documentation concerning the process by sending him an email.

Traveling Glass Dumpster (Glenfield and Haysville Boroughs) – Executive Director Connors stated that from July 31st – August 5th Glenfield & Haysville Boroughs partnered in sponsoring a traveling glass dumpster provided by the Pennsylvania Resources Council (PRC). He highlighted that the dumpster was located within the Quaker Valley High School parking lot. He stated that this series of events will continue with Bellevue Borough sponsoring the next event which will take place at their municipal parking lot (between Meade Avenue and S. Sprague Avenue) from August 28th through September 2nd.

Hybrid Meetings – Executive Director Connors stated that due to the recent success and buy-in from participants regarding “hybrid” COG meetings (simultaneous in-person and virtual meetings) this format is set to remain in place through 2021 for both the Board of Directors and the Managers & Secretaries Committee. He stated that meeting dates and locations, along with Zoom links, can be found by visiting qvcog.org. He concluded by thanking all member municipalities who have volunteered their facilities for the aforementioned meetings.

2019 & 2020 Audit Reports – Executive Director Connors reported that later on during the meeting, Mr. Ed Gardner of Case Sabatini, will be presenting a summary of the 2019 Audit Report. He stated that a similar summary concerning the 2020 Audit is expected to occur soon. Once approved, the Report(s) will be made available on the COG’s webpage and will also be made available by request.

Haysville Traffic Signal Discussion – Executive Director Connors stated that Ms. Amy Paff of Haysville Borough has invited interested parties to attend a meeting hosted by

State Rep. Gaydos along with representatives of PennDOT to discuss the Haysville – Glen Osborn light on Route 65. He stated that Haysville Borough is seeking the installation of a turning arrow for residents, school buses, and local employees trying to cross the intersection. He noted the meeting will take place in-person on August 23rd at 10:00 a.m. behind Pittsburgh Stage, Inc. (2 South Ave, Sewickley, PA 15143). He stated that he would be in attendance and encouraged any interested QVCOG Delegate to do the same. President Valois asked Executive Director Connors to draft a letter in support of Ms. Paff's request.

2021 Annual Dinner: Executive Director Connors reported that the 2021 QVCOG Annual Dinner is set to occur on October 20, 2021. He highlighted that he had met with representatives of the Edgeworth Club and was provided with sponsorship and reduced rates for the event. He expressed his desire to form a Committee to assist with preparations for the event. Mr. Schwend stated that he would volunteer his services for the committee. Executive Director Connors stated that he would send out an email to all Delegates to solicit additional volunteers for the Committee.

2022 Budget Preparation: Executive Director Connors stated that he would work to bring forth a draft budget for consideration in advance of the September 15, 2021 Board Meeting citing that the "Budget Meeting" is scheduled for October 27, 2021. President Valois stated that all Board Officers should be on the Budget Committee. Mr. Getz and Mr. Schwend both volunteered their services. Executive Director Connors stated that he would send out an email to all Delegates to solicit additional volunteers for the Committee.

New Business:

2019 Audit Presentation – Case Sabatini: Mr. Ed Gardner of Case Sabatini came before the Board to provide a comprehensive summary of the 2019 Audit. He proceeded to go over the Draft Audit Report which was provided to the Board in advance of the meeting. President Valois inquired regarding the COG's internal controls. Mr. Gardner noted that the internal controls were sufficient per the 2019 Draft Audit. At the conclusion of the presentation Mr. Gardner stated that after approval by the Board, the Final 2019 Audit would be sent to Allegheny County Department of Economic Development.

After some discussion, Mr. Getz moved to approve the 2019 Audit as presented. Mr. Williams seconded the motion. The motion passed by a unanimous voice vote.

Refuse and Recycling Committee recommendation regarding 2022-26 Waste and Recycling Contract:

Executive Director Connors Reported that on July 2, 2021 the QVCOG's Refuse and Recycling Committee conducted a mandatory pre-bid meeting for prospective bidders regarding the 5-year waste and recycling contract. He cited that representatives from Waste Management and Noble Environmental were in attendance. He continued by stating that a

revised bid specification document with addendum was sent to the prospective bidders on July 9, 2021. He continued by highlighting that on July 22, 2021 final bids for the 5-year Waste and Recycling Contract were received and read aloud at the Kilbuck Township Municipal Building noting that both Waste Management and Noble Environmental submitted bids. Upon review of the received bids, Executive Director Connors reported that both bidding agencies have submitted the required documentation as per the Bid Checklist within the Bid Specifications dated July 9, 2021.

He then provided the following highlights of the Waste Management bid:

- Waste Management currently provides waste and recycling service for 11 participating QVCOG member municipalities. The current contract with Waste Management expires on December 31, 2021;
- Waste Management's proposal ranges from a 21% savings to a 16% cost increase depending on the community and its current service package;
- Waste Management's proposal includes a flat 4% annual increase through years 1 – 5 of the Agreement; and
- Waste Management's overall combined proposal (Options A & B = \$13,669,921.92) is 65.3% less than Noble Environmental's proposal.

He then provided the following highlights of the Noble Environmental bid:

- Noble Environmental's proposal ranges from a 20.8% - 114% cost increase depending on the community and its current service package.
- Noble Environmental's proposal includes a flat 3% annual increase through years 1 – 5 of the Agreement.
- Noble Environmental's overall combined proposal (Options A & B = \$22,598,966.04) is 65.3% higher than Waste Management's proposal.

He proceeded to report that based on the significant price difference between the two received bids, the QVCOG Refuse and Recycling Committee recommends that each participating member community move forward in awarding the 2022-2026 Waste and Recycling Contract to Waste Management, Inc. He advised that each participating municipality have their solicitor review the provided bid(s) prior to awarding the contract. He also recommended that each municipality verify its current pricing as compared within the Bid Analysis attachment(s). He concluded by highlighting that given the individualized nature of dumpster service no formal recommendation has been provided in that regard.

After some discussion, Mr. Schwend moved to recommend that all 11 participating municipalities move forward with awarding the 2022-2026 Waste and Recycling Contract to Waste Management, Inc. Mr. Wagner seconded the motion. The motion passed on the following roll call vote:

Ayes: Aleppo, Avalon, Ben Avon, Edgeworth, Emsworth, Glen Osborne, Kilbuck, & Sewickley

Nays: Bellevue

Property and Liability Insurance Coverage Renewal: Executive Director Conners reported that in effort to find the most competitive property and liability insurance coverage(s) for the QVCOG, Mr. Mark Mustio of HHM Insurors, marketed the COG's existing policies and recommended moving the Directors and Officers coverage from Selective Insurance Group, Inc. to United States Liability Insurance Co. (USLI). He noted that both agencies are highly rated insurance companies with good coverage forms, but cited that by moving the Directors & Officers coverage there will be an overall premium savings of nearly 9% from the expiring premium. He noted that the aforementioned change would reduce the premium to \$1,749 from \$1,986. He highlighted the employee dishonesty policy as a separate coverage with a premium of \$280. As has been past practice, he noted that he verbally agreed to this change and renewal on August 13, 2021. He highlighted that the existing policy with Selective Insurance Inc. is set to expire on August 27, 2021 with the new policy set to begin thereafter.

Mr. Getz moved to approve the updated insurance policy through USLI for the 2021-22 coverage period. Mr. Wagner seconded the motion. The motion passed on a unanimous voice vote.

Old Business:

Remaining 2021 Board of Directors Meeting Locations: Executive Director Conners reported that the remaining 2021 Board of Directors Regular Meetings would be hosted at the following locations:

September 15, 2021 at 7:00 p.m. at the Emsworth Borough Building (171 Center Avenue, Pittsburgh, PA 15202)

October 27, 2021 (Budget Meeting) at 7:00 p.m. at the Avalon Borough Building (640 California Avenue, Pittsburgh, PA 15202)

November 17, 2021 at 7:00 p.m. at the Edgeworth Borough Building (301 Beaver Road, Edgeworth, PA 15143)

December 15, 2021 at 7:00 p.m. at the Bellevue Borough Building (537 Bayne Avenue, Pittsburgh, PA 15202)

Traveling Glass Recycling Bin Schedule: Executive Director Conners stated that to date Kilbuck Township, Aleppo Township, Glenfield and Haysville Boroughs have sponsored and hosted the PRC travelling glass dumpster. He highlighted the dumpster would be within the following municipalities on the following dates:

- Bellevue Borough Municipal Parking Lot – August 28 – September 2
- Sewickley Riverfront Park – September 25 – 30
- Avalon Public Works Garage – October 30 – November 4

Executive Director Site Visits: Executive Director Conners stated that in order to better understand the challenges and opportunities that each member community faces, he has worked to visit the staff and officials within each COG municipality. He noted that to date he has visited many of the COG's members and anticipates the site visits and appearances at meetings will continue throughout the summer.

CDBG Status Report: Executive Director Conners provided brief updates concerning all active CDBG projects.

Other Concerns of the Delegates:

Michael Packard - Avalon Borough: Mr. Packard reported that he was recently appointed to fill a vacancy on the Avalon Borough Council. He noted that he was also appointed to be the COG's delegate for Avalon. He stated that he is excited to work with the COG and its member communities moving forward.

Jean-Sebastien Valois - Kilbuck Township: Mr. Valois stated that he would be advising the Kilbuck Township Board of Supervisors to move forward in directly paying Waste Management for the upcoming Waste and Recycling Contract (Contract Option A). He highlighted the savings to residents citing that property owners can write off any potential taxes associated with the service through their annual tax return. A discussion ensued.

Julie Barnes - Sewickley Borough: Ms. Barnes reported that Sewickley Borough hired a new Manager, Ms. Donna Kaib, who formerly worked for Reserve Township. She noted that over 20 Applicants applied for the position. She continued by reporting that Sewickley "light up night" would be returning in 2021 and would take place on December 3rd. She also noted that "Harvest Fest" would be taking place on September 11th citing the involvement of the Kiwanis Club.

Rick Wagner - Ben Avon Borough: Mr. Wagner reported that Ben Avon's "Fall Festival" would be taking place on September 25th.

Barbara Carrier - Glen Osborne Borough: Ms. Carrier reported that a municipal boundary dispute between Glen Osborne Borough and Haysville Borough was recently settled. She highlighted that as a result of the settlement, a Route 65 traffic light is now under the ownership of Glen Osborne. She also noted that due to a recent policy change made by the Osborne Elementary School, the Glen Osborne Borough Council is in search of a new meeting location.

Adjournment: Mr. Getz moved to adjourn. The motion was seconded by Mr. Wagner. The motion carried by unanimous voice vote and the meeting was adjourned by President Jean-Sebastien Valois at 8:15 p.m.

The next meeting is scheduled for: September 15, 2021 at 7:00 p.m. at the Emsworth Borough Building (171 Center Avenue, Pittsburgh, PA 15202). The meeting will be

in-person and open to the public as well as broadcast and recorded over Zoom. Please visit qvcog.org for further information.

Respectfully Submitted,

Patrick M. Conners
Executive Director