

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DIRECTORS MEETING

January 19, 2022

The meeting took place at the Kilbuck Township Building (343 Eicher Road, Pittsburgh, PA 15237) and was also broadcast and recorded via Zoom and made available on the QVCOG website at the conclusion of the proceedings.

Executive Director Patrick Connors 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:	Glen Osborne: Barbara Carrier*
Avalon: Roberta Edwards	Glenfield:
Bell Acres:	Haysville: Amy Paff*
Bellevue:	Kilbuck: Jean-Sebastien Valois*
Ben Avon: Rick Wager & Tavia Washington*	Leet: Marty McDaniel*
Edgeworth: John Schwend*	Leetsdale: Jeffrey Weatherby*
Emsworth: Paul Getz	Sewickley: Julie Barnes
Sewickley Heights: Nathan Briggs*	

***attended via Zoom**

Executive Director Connors introduced the new Delegates to the group noting that Ms. Tavia Washington would be serving as Ben Avon's Alternate Delegate, Ms. Roberta Edwards would be serving as Avalon Borough's Delegate, Ms. Sabreena Miller would be serving as Bellevue Borough's Delegate, & Mr. Marty McDaniel would be serving as Leet Township's Delegate. He stated that he is awaiting word of who would be serving as Bell Acres' Delegate.

QVCOG 2022 Reorganization (Appointment of Officers):

Executive Director Connors reported that per the QVCOG's Bylaws:

The Board of Directors will elect the following officers from within the Board of Directors: 1. **President**, 2. **Vice President**, and 3. **Treasurer**.

The President of the QVCOG Board of Directors will: (1) approve the agenda for meetings of the Board of Directors; (2) preside over the meetings of the Board of Directors; and (3) sign checks;

If the President is unwilling or unable to perform his or her duties, the Vice President will serve as Acting President. He noted the Vice President will sign checks; and

The Treasurer of the QVCOG Board of Directors will: (1) sign checks; and (2) provide oversight over financial reports and audits.

He highlighted that Officers of the QVCOG Board of Directors will be selected annually for a term of one year at its first meeting of the year as its first action item. He noted that the Executive Director will preside over the meeting until the newly selected President has been selected. He reported that once the President has been selected, he or she will assume control over the meeting and conduct selection of all other officers.

He continued by stating that for selection of each officer: a) nominations for officers will come from the other Directors; b) nominations for officers require a second; c) the officers will be selected from the nominated candidates by secret ballot. (1) To be selected as an officer, a nominated candidate must receive more votes than any other candidate. (2) In the event of a tie: (a) the delegates will caucus and vote again by secret ballot. (b) If the second vote still results in a tie, the President will be selected by pulling lots.

QVCOG Board President

After some discussion a motion was made by Ms. Barnes to nominate Ms. Barbara Carrier as President of the QVCOG Board of Delegates for 2022. Mr. Valois seconded the motion. After some discussion Mr. McDaniel moved to close nominations for the position of President. Mr. Getz seconded the motion and Ms. Carrier was selected as President of the QVCOG Board of Delegates for 2022 by unanimous voice vote.

QVCOG Board Vice-President

After some discussion a motion was made by Mr. Valois to nominate Ms. Julie Barnes as Vice-President of the QVCOG Board of Delegates for 2022. Mr. Wagner seconded the motion. After some discussion Mr. McDaniel moved to close nominations for the position of Vice-President. Mr. Wagner seconded the motion and Ms. Barnes was selected as Vice-President of the QVCOG Board of Delegates for 2022 by unanimous voice vote.

QVCOG Treasurer

After some discussion a motion was made by Mr. Getz to nominate Mr. John Schwend as Treasurer of the QVCOG Board of Delegates for 2022. Mr. Valois seconded the motion. After some discussion Mr. McDaniel moved to close nominations for the position of Treasurer. Mr. Valois seconded the motion and Mr. Schwend was selected as Treasurer of the QVCOG Board of Delegates for 2022 by unanimous voice vote.

Omnibus Motion: Executive Director Connors provided a brief update regarding the financial statements and outstanding payments.

Mr. Getz moved to approve December 15, 2021 meeting minutes and December Financial Statements as submitted. The motion was seconded by Ms. Paff. The motion carried by an affirmative voice vote.

President's Report: No report.

Executive Director's Report:

2022 Managers & Secretaries Meetings – Executive Director Conners reported that in an effort to increase attendance and participation, the QVCOG Managers and Secretaries Meetings will be returning to a “permanent” meeting location in 2022 (Emsworth Borough Building, 171 Center Avenue, Pittsburgh, PA 15202). He highlighted that meetings will occur on the fourth Wednesday (unless otherwise noted) of the month at 10:00 a.m. He noted that in order to ensure universal access meetings will continue to be simulcast over Zoom, though in-person attendance for these meetings is strongly encouraged.

Recycling Performance Grant – Executive Director Conners reported that the QVCOG recently submitted a joint application for an Act 101 Section 904 Recycling Performance Grant through the PA DEP for 14 of its member communities for the 2020 cycle. He noted that in the past the QVCOG has used PRC for prior applications to aggregate its recycling data. He cited that by bringing this initiative “in-house” the QVCOG will save \$5,000 in administrative fees. He continued by reporting the recycling data year over year (2019 vs. 2020) saw a slight increase for residential recyclable tonnage (+0.10%). Additionally, he stated that commercial tonnage increased by 68.3% for the 2020 application. He reported that the grant award is anticipated to be announced by the Spring of 2022. He highlighted that participating members will receive their award based on their respective residential tonnage collected within 2020. He concluded by reporting the remainder of the grant (based on commercial tonnage) will be allocated towards the QVCOG’s shared recycling fund.

Website Reboot – Executive Director Conners reported that in an effort to provide the most pertinent and useful information for interested parties the QVCOG has “rebooted” its webpage to establish a one-stop shop that highlights existing programming and educational opportunities available for member communities.

LGA Municipal Intern Program – Executive Director Conners stated that in an effort to better connect with member communities and organizations within the region, the QVCOG has submitted an application to serve as an LGA Municipal Intern host site for 2022. He highlighted that the proposed Intern will engage with QVCOG member communities, nearby COGs, and other local institutions to benchmark existing organizational structures and programming to generate a strategic plan to best serve its 15 member communities. He concluded by reporting that applications are due 2-15-2022.

New Business:

9A: Route 65 Presentation:

Executive Director Conners reported that on January 26, 2022 at the Sewickley Public Library (500 Thorn Street, Sewickley, PA 15143) at 7:00 p.m. representatives from Michael Baker International and the Remaking Cities Institute will be presenting on the topic of the comprehensive summary of the Route 65 Corridor Strategic Design Guide & Toolbox. He proceeded to introduce Mr. Peter Quintanilla of Michael Baker International who was before the Board to provide a brief presentation on the findings, conclusions, and recommendations for the Route 65 Corridor Study.

Mr. Quintanilla reported that in 2017 the QVCOG identified "The Boulevard" as the single greatest connecting feature of our area. He stated that the purpose of the study is to maximize the economic and community impact of working together. He continued by highlighting partners who made the project possible including the Remaking Cities Institute, The Quaker Valley COG, and the Beaver County COG. He noted that within the Project two case studies (Emsworth Borough & Ambridge Borough) were used to develop a pattern-based approach. Using the aforementioned case studies a Corridor Design Toolbox was created which focused on outcome-oriented designs and standard engineering processes to help the study move forward into a master planning phase.

He proceeded to discuss various recommendations of the study including the following:

- The narrowing of travel lanes to reduce vehicular speeding;
- The addition of a "Green Median" to calm traffic patterns and beautify the Boulevard;
- The straightening of intersections to enhance control of traffic and standardize vehicular turning movements.
- The reduction of curb cuts to help minimize rear end crashes and pedestrian conflicts;
- The distribution of directional access to reduce conflicts on arterial roadways and slow traffic on local streets;
- The narrowing of intersections leading to slower, more controlled turning movements;
- The creation of pocketed turns helping protect local access and facilitate safer speed transitions;
- The enhancement of gateways allowing for consistent wayfinding; and
- The designation of pedestrian space such as crosswalks and sidewalks.

He then discussed the concepts of shared governance and identity stating that most corridor "governance" is a set of shared visioning, planning, and project activities. He highlighted that moving forward it is essential to speak with single voice to regional and state decision-makers. He then concluded by highlighting the following:

- A separate corridor classification is needed;
- Develop and adopt corridor specific guidelines; and
- Develop a corridor master plan

He invited all in attendance to the final presentation on January 26, 2022 (7:00 p.m.) at the Sewickley Library.

9B: Update - PA State House Redistricting Proposal:

Executive Director Connors reported that Article 2, Section 17 of the Pennsylvania Constitution provides for a Legislative Reapportionment Commission to redistrict both chambers (the state Senate and the state House) in the year following the Federal decennial census. He stated that the Commission consists of five members: the four caucus floor leaders, or deputies appointed by each of them, and a chairman to be selected by those members or, if they cannot reach agreement, by the Pennsylvania Supreme

Court. He highlighted that currently the QVCOG represents 15 municipalities who are themselves represented by four PA House and two Senate Districts. He cited that under the newest Redistricting proposal, the QVCOG would be split between three PA House Districts and remain in two Senate Districts.

He continued by noting the Commission has scheduled a series of hybrid Public Hearings during the month of January to gather feedback from citizens regarding the preliminary plans for the PA State House and Senate's Redistricting. He stated that written testimony can also be submitted on the Commission's public website portal. He reported that to date, no legislative members/community representatives have reached out to the QVCOG for comment. He stated that the provided information is meant to keep the Board up to date on the proceedings highlighting that further details can be found at <https://www.redistricting.state.pa.us>.

Mr. McDaniel noted that under the current PA House redistricting proposal the Quaker Valley Area School District would be split between two representatives.

9C: Approval of Concurring Resolution for CDBG Year 48 Administration

Contract:

Executive Director Conners reported that the QVCOG annually submits an application to Allegheny County Economic Development in order to receive funding for the administration of the CDBG Program for participating municipal members. He stated that a requirement of this application includes a concurring resolution which needs to be formally approved by the Board of Delegates. He highlighted that for CDBG Year 48 (2022-23) the QVCOG is seeking \$55,800 in administrative funding from ACED.

Mr. Valois moved to approve the Concurring Resolution for the CDBG Year 48 Administrative Contract. Ms. Paff seconded the motion. The motion carried by unanimous voice vote.

9D: 2021 Regional Asset District (RAD) Revenue Discussion:

Executive Director Conners reported that Per Section 3172-B of Pennsylvania Act 77 of 1993, "Contributions to Councils of Government - Beginning in the second full calendar year in which disbursements are received from the State Treasurer under section 3157-B and in each year thereafter, municipalities other than the county and the city shall contribute an amount equal to at least twenty-five per centum (25%) of the increase in the amount of such disbursements received in excess of the prior calendar year to entities or organizations created pursuant to the act of July 12, 1972 (P.L.762, No.180), referred to as the Intergovernmental Cooperation Law, including councils of government. The contributions made pursuant to this section shall not be used to offset or reduce other contributions made to councils of government or other intergovernmental entities or organizations."

He stated that the QVCOG has received the 2021 Regional Asset District (RAD) sales tax numbers from the Commonwealth of Pennsylvania highlighting that the amounts calculated for receipt by each member municipality fluctuate based upon a formula

comprised of sales tax collection and assessed value for the municipality. He highlighted that fluctuation proved evident over the last 24 months for all QVCOG member communities. He cited that pursuant to the aforementioned enabling legislation, municipalities are to dedicate 25% of their increase in RAD each year to an organization organized under the Intergovernmental Cooperation Act, (i.e. the QVCOG).

He continued by reporting the formula allocates 30% of the collected amount towards the COG's general operating expenses with the remaining 70% being allocated towards the Capital Project Fund. He cited that the QVCOG Board established a policy of defining capital as projects of at least \$5,000 with a useful life of 5 years or more. This fund will be used for shared programming and technology such as the Meeting Owl, glass recycling center, and other future initiatives.

He reported that 2020 saw a precipitous drop in RAD revenues for all QVCOG communities resulting in very little RAD revenue for the QVCOG. He noted that 2021 RAD revenues have outpaced pre-pandemic rates (2019 and before). He stated that there is no indication that 2022 rates will be such an outlier (i.e. abnormally higher/lower collection rates) and it is anticipated that a modest yet consistent increase in RAD revenues will occur moving forward. He then provided a brief history of QVCOG RAD revenues.

Ms. Barnes stated that all QVCOG municipal managers should be briefed on this matter.

Old Business:

10A: Glass Recycling Discussion:

Executive Director Connors stated that in an effort to provide a permanent solution for its members, the QVCOG is seeking to establish a permanent site for a 25-yard glass recycling receptacle (Joint partnership with CAP Glass, Michael Brothers Hauling, & PRC). He highlighted that the COG is still seeking volunteer municipalities who are willing to serve as the host site for the glass receptacle. He stated that the prospective host community can offer its residents convenient access to recycle their glass and will serve as flag bearers leading our region towards the ever-growing goal of sustainability. He stated that the host community would be asked to periodically monitor the site to ensure that the stated rules are being followed. Additionally, he noted that the host community must notify the QVCOG when the receptacle needs serviced. He highlighted that communities interested in hosting this resource are asked to nominate a viable location (central access, lighting, and periodic supervision required) within a letter of interest to the QVCOG no later than February 1, 2022.

He reported that the cost per municipality would be based on each member community's population as of the 2020 Census, similar to the annual dues structure. He cited the pilot program would be used to gauge the overall interest in establishing an additional location(s) within the COG to spread the impact and create a convenience factor for users.

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

Other Concerns of the Delegates: Ms. Carrier asked Executive Director Conners to distribute the contact information for all QVCOG Delegates.

Ms. Barnes thanked the Board for her nomination and selection of Vice-President of the QVCOG for 2022. She noted her desire to see the QVCOG and region apply for joint-grants at the Federal Level for larger projects. She also encouraged those who are able to attend future meetings in-person to allow the new members to introduce themselves to the Board.

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 at 8:16 p.m.

The next meeting is scheduled for: February 16, 2022 at 7:00 p.m. at the Avalon Borough Building (640 California, 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