

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

May 18, 2022

The meeting took place at the Big Sewickley Creek Volunteer Fire Hall (1850 Big Sewickley Creek Road 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 Carrier 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:
Bellevue: Sabreena Miller*	Kilbuck: Jean-Sebastien Valois*
Ben Avon: Tavia Washington*	Leet: John Stephansky*
Edgeworth:	Leetsdale: Jeff Weatherby
Emsworth: Paul Getz	Sewickley: Bridget Bates*
Sewickley Heights:	

*attended via Zoom

Public Comment: None.

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

Ms. Carrier moved to approve April 20, 2022 meeting minutes, April financial statements, and unpaid bills as submitted. The motion was seconded by Ms. Miller. The motion carried by an affirmative voice vote.

President's Report: President Carrier noted the success and general positive feedback received from the launch of the QVCOG's Glass Recycling Program highlighting her enthusiasm for the prospective second site in Avalon Borough. She also cited positive momentum concerning the pursuit of a comprehensive Master Plan for Route 65. She concluded by praising the QVCOG for facilitating a discussion amongst police chiefs within member communities on the topic of an update Mutual Aid Agreement.

Executive Director's Report:

Flagger Safety Training – Executive Director Connors reported that on May 26th at 8:00 a.m. the QVCOG in partnership with Municipal Risk Management (MRM) will be conducting a Flagger Safety Course. He highlighted that the event will take place at the

Avalon Borough Public Works Garage - 629 New Brighton Road, Pittsburgh, PA 15202. He noted that the training consists of a classroom PowerPoint presentation (approx. 2 hours) which will be facilitated by Mr. Tyler Lukart of MRM. He stated that at the conclusion of the training attendees will be issued a 20-point quiz. Should they receive a “passing” score, they will receive a certification that will last for 3 years. He cited that communities which are members of MRM’s Workers Comp Trust can attend and receive certification free of charge. He reported that for those interested in attending, but that do not work for a MRM municipality, the cost is \$45 per participant. He asked that all interested parties RSVP for the event via email by May 19th.

Cyber Security Training – Executive Director Connors reported that in an effort to provide a proactive solution for an increasingly important facet of the workplace environment, the QVCOG has purchased access for a Cyber-Security webinar that will be hosted by the Pennsylvania State Association of Boroughs. He stated that training would be virtual and will take place on June 15, 2022 at 12:00 p.m. He cited that attendees will learn how to spot fraudulent emails, links, or texts as well as how to recover from a ransomware attack. He encouraged anyone that is interested to take advantage of the free webinar. He noted that a recording of the webinar will be available upon request.

SHACOG Estimated Salt Purchase Requirement Survey – Executive Director Connors reported that in an email dated May 2, 2022 the South Hills Area Council of Governments (SHACOG) sent out a survey for the 2022 Rock Salt Bid. He stated that the survey is to be completed online and is accessible through the Purchasing Alliance portal at www.shacog.com. He noted that the QVCOG is a member of the SHACOG Purchasing Alliance. He highlighted that all QVCOG member communities are included within this consortium. He cited the deadline to complete the survey is June 1, 2022. He reported that municipalities that do not complete the survey cannot participate within the new salt purchasing agreement.

WM Facility Tour – Executive Director Connors stated that due to weather and flooding, the Waste Management Material Recovery Facility (MRF) tour originally scheduled for May 4th has been rescheduled for June 1st at 11:00 a.m. The address for the Greenstar Recycling Facility is 4100 Grand Avenue, Pittsburgh, PA 15225.

Municipal Intern Program – Executive Director Connors reported that the QVCOG has selected Ms. Anna Richard of W & J College as their Municipal Intern for the summer. He stated that over the course of the 12-week program Ms. Richard will be conducting an analysis of the QVCOG’s programs and services as compared to our contemporary organizations in the region and abroad. He noted that during the project, she will be conducting site visits to member communities and will attend many of the COG’s monthly meetings.

Police Chiefs Meeting – Executive Director Connors stated that after a directive from the Board of Delegates at its April 20th meeting, the QVCOG will be facilitating a discussion with the region’s Police Chiefs to review the most recent Mutual Aid Agreement which was approved in 2009. He reported that the meeting will take place at the Kilbuck Township municipal building on May 19th at 10:00 a.m.

New Business:

Presentation – Robert Gerlach, Allegheny County Department of Emergency Services – Executive Director Conners stated that in order to be compliant with Federal funding requirements in the event of a state of emergency declaration, each municipality within Allegheny County is responsible for appointing an Emergency Management Coordinator as well as the adoption of an Emergency Operations Plan. He proceeded to introduce Mr. Robert Gerlach, Allegheny County Emergency Management Specialist and Training & Exercise Coordinator, stating that he will be providing a brief presentation on these requirements as well as the responsibilities involved for each respective municipality concerning the emergency preparedness process.

Mr. Gerlach provided a brief history of emergency preparedness and municipal requirements to the group. He then discussed the role and responsibility of municipal emergency managers. He then discussed the roles of elected officials during emergency events, emergency declarations, etc. He concluded by citing statistics for the QVCOG and its member communities in regards to legislative approvals, emergency manager appointments, and approval of emergency management plans. He encouraged any interested officials to reach out to him if they have questions or concerns about their respective municipality's emergency preparedness. The group thanked Mr. Gerlach for his presentation.

2020 Act 101 Section 904 Recycling Award Distribution – Executive Director Conners reported that 14 of the QVCOG's 15 member communities participated in the joint application for the 2020 Act 101 Section 904 Recycling Performance Grant. He noted Total Grant Award for the 2020 cycle was \$23,691.55. He cited that of that total of \$6,961.10 would be distributed to member communities with the remainder being allocated to the joint recycling fund.

Mr. Weatherby moved to approve recycling performance payments to participating municipalities for the 2020 cycle. Mr. Getz seconded the motion. The motion passed on a unanimous voice vote.

Establishment of Second Glass Recycling Site - Avalon Borough – Executive Director Conners stated that in order to ensure that all residents within QVCOG member communities have easy access to recycle glass, the QVCOG asked for nominations for a second glass recycling site to accompany the first location in Sewickley Riverfront Park. He cited that in a correspondence dated February 22, 2022 Avalon Borough nominated a space within their community at 637 New Brighton Road, Avalon, PA 15202 (across from the Public Works and Fire Department building). He noted the site served as a “pop up” glass recycling location from October 30th to November 4th last year collecting 1.09 tons of glass.

He highlighted that according to the correspondence provided by Avalon Borough, “The area is well lit and monitored by cameras mounted on the building. This is a high traffic area for residents and neighbors entering Avalon and utilizing Avalon Community Park Avalon Public Works employees are available Monday – Friday. The fire and police departments have a daily presence as well.”

He stated that other member communities had suggested interest in hosting a site, but nothing was ever formally received as far as a site recommendation, maintenance plan, etc. He reported that Avalon Borough has requested that the site be established in advance of Memorial Day in order to ensure the most viability amongst its residents and patrons of its Community Park. He reported that a delivery date of Friday, May 27th from Michael Brothers Hauling is being proposed with an official “launch” date of Saturday, May 28th.

Mr. Valois inquired as to how the QVCOG is getting recognition for the glass recycling initiative. Executive Director Connors reported that there have been write ups within the Sewickley Herald and Bellevue’s Citizen. He also noted his efforts on getting NPR to discuss the program. A discussion concerning signage ensued.

Mr. Getz moved to award the second glass recycling site to Avalon Borough (637 New Brighton Road, Avalon, PA 15202). Ms. Edwards seconded the motion. The motion carried by a unanimous voice vote.

Approval of Financial Contributions and Resolution for Joint Glass Recycling

Program – Executive Director Connors reported that in order to ensure the long-term sustainability of the glass recycling program, a cost sharing model is being proposed which will be based upon each community’s population size as of the 2020 Census. He cited that based on previous glass recycling events in the QVCOG, and the current usage at the Sewickley Borough Riverfront Park location, it is estimated that once established the two sites will generate approximately 26 combined “pulls” each calendar year. He stated that currently, each pull from Michael Brothers Hauling is \$270.00. He noted that there is no contract commitment required from the hauler. He continued by highlighting that in order to allow participating municipalities to accurately budget for this program in 2022 it is being proposed that any additional pulls (14 estimated for July - December) or cost increases (i.e. fuel upcharge) will be paid for by the QVCOG out of its joint recycling fund. He concluded by stating that the program will be evaluated annually to ensure that the cost structure is fair and equitable for all parties.

Mr. Weatherby moved to approve the glass recycling cost sharing model and sample Resolution as proposed. Mr. Getz seconded the motion. The motion was approved by a unanimous voice vote.

Advertisement of June 15, 2022 Board of Delegates Meeting - Virtual Participation

– Executive Director Connors reported that with many delegates taking family vacations, etc. during the month of June, it is requested that the June 15, 2022 Board of Delegates meeting that was slated to take place at the Aleppo Township Building be shifted to an entirely virtual platform (Zoom). He provided a proposed advertisement which if approved would be placed in the QVCOG’s paper of record, the Citizen newspaper in advance of June’s scheduled meeting.

Mr. Getz moved to approve the proposed advertisement as well as conduct the June 15, 2022 Board of Delegates meeting exclusively on the Zoom platform. Mr. Weatherby seconded the motion. The motion carried by a unanimous voice vote.

Old Business:

Waste & Recycling Contract Deposit Fund Strategic Discussion – Executive Director Connors highlighted that in recent months he was made aware of multiple waste and recycling service issues within member communities. He reminded those in attendance that per the 2022-26 Waste and Recycling Agreement, the selected hauler (WM) is obligated to participate in the Contract Deposit Fund. He cited that the Contract Deposit Fund is intended to hold the service provider accountable to the specifications outlined within the Agreement, as well as to a high level of customer service. He noted that in order for this mechanism to work effectively, communication is essential. He stated that any service issues should be reported via email directly from the municipality to their designated WM dispatcher(s) with the QVCOG being cc'd. He highlighted that this process will ensure a paper trail and allow the QVCOG to levy a fine on the service provider when the Agreement is not being followed. He cited that all fines are sent to the impacted municipality(s).

He concluded by encouraging Staff within participating communities to adhere to the QVCOG's waste and recycling communication policy (approved on 11-17-2021) and encouraged communication when/if their community faces a recurring service issue.

Route 65 Update: Executive Director Connors reported that in recent months the QVCOG has attempted to coordinate with its counterpart, the Beaver County Regional Council of Governments (BCRCOG) to move the initial Route 65 study forward. He stated that he was made aware that the BCRCOG's Executive Director has moved to a new role within DCED and the position is currently vacant. He noted that he has been in communication with Mr. Mario Leone, Borough Manager for Ambridge, who expressed their interest in facilitating communication between the two organizations. He concluded by citing a discussion with PennDOT District 11 representatives that occurred on April 25, 2022.

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

Other Concerns of the Delegates:

Bellevue Borough: Ms. Sabreena Miller expressed her concerns regarding hiring part-time summer staff for their community pool. She inquired if there were any suggestions from the group. A discussion concerning the labor market ensued. Executive Director Connors stated that he could relay any hiring advertisements through the Delegates and Managers email groups.

Kilbuck Township: Mr. Jean-Sebastien Valois stated that he proactively contacted WM concerning potential fuel adjustment related price increases for waste collection. He cited

that WM does not foresee a price increase highlighting that much of their fleet uses natural gas for fuel.

Adjournment: Mr. Weatherby moved to adjourn. The motion was seconded by Mr. Getz. The motion carried by unanimous voice vote and the meeting was adjourned at 8:02 p.m.

The next meeting is scheduled for June 15, 2022 at 7:00 p.m. The meeting will be virtual on the Zoom platform, open to the public, and recorded. Please visit qvcog.org for further information.

Respectfully Submitted,

Patrick M. Conners
Executive Director