

QUAKER VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY BOARD OF DIRECTORS MEETING

September 15, 2021

This meeting took place at the Emsworth Borough Building (171 Center Avenue, Pittsburgh, PA 15202) 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 (via Zoom)      **Glen Osborne:**  
**Avalon:** Michael Packard                      **Glenfield:** Curtis Reiner (Via Zoom)  
**Bell Acres:**    **Haysville:**  
**Bellevue:** Anthony DiTullio      **Kilbuck:** Jean-Sebastien Valois (President, Via Zoom)  
**Ben Avon:** Richard Wagner                      **Leet:** Donna Adipietro  
**Edgeworth:** John Schwend (via Zoom) **Leetsdale:**  
**Emsworth:** Paul Getz                              **Sewickley:** Julie Barnes  
**Sewickley Heights:** Nathan Briggs (via Zoom)

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

Ms. Barnes moved to approve August 18, 2021 meeting minutes and August Financial Statements as submitted. The motion was seconded by Mr. Wagner. The motion carried by an affirmative voice vote.

**President's Report:** President Valois reported that on September 7<sup>th</sup> the Budget Committee had met via Zoom to discuss the 2022 Budget and a potential dues increase.

**Executive Director's Report:**

**CDBG Year 48 Pre-Applications Received** – Executive Director Connors reported that on September 9<sup>th</sup> a total of 8 pre-applications for CD Year 48 were submitted to the Allegheny County Department of Economic Development for review. He highlighted that 6 QVCOG member municipalities submitted applications. He read aloud the project pre-applications below:

- Bellevue Borough - Glaser & Meade Avenue Blight Remediation
- Sewickley Borough - Centennial Avenue ADA Ramps
- Leetsdale Borough - Beaver Street Hillside Drainage Project
- Leetsdale Borough - Henle Park ADA Parking & Sidewalk Project

- Leet Township - Orchard, Beech & Plum Street ADA Sidewalk Replacement
- Bell Acres Borough - Park ADA Parking
- Avalon Borough - Jackman Avenue Road Reconstruction
- Avalon Borough - California Avenue Park Rehabilitation

**Traveling Glass Dumpster (Sewickley Borough)** – Executive Director Conners reported that from September 25<sup>th</sup> – 30<sup>th</sup> Sewickley Borough will be partnering in sponsoring a traveling glass dumpster provided by the Pennsylvania Resources Council (PRC). He cited that the dumpster will be located in Sewickley’s Riverfront Park (357 Chadwick Street, Sewickley, PA 15143).

**Haysville Traffic Signal Discussion** – Executive Director Conners reported that on August 23rd at Pittsburgh Stage, Inc. (2 South Ave, Sewickley, PA 15143) representatives from PennDOT, Haysville Borough, Glenfield Borough, and other COG communities were in attendance to discuss the left hand turn off of Ohio River Boulevard (across the railroad tracks) within Haysville Borough. He noted that this meeting allowed for community stakeholders to discuss their concerns with PennDOT and other local elected officials. He stated that a main point of discussion included the need for enhanced traffic enforcement along the aforementioned portion of State Route 65. He continued by reporting that on September 7th he along with representatives from Haysville Borough, Glenfield Borough, and State Senator Develin Robinson met with the Township Manager and Police Chief from Ohio Township to discuss the possibility of soliciting a quote for shared police services. He concluded by citing that a similar meeting is anticipated to occur with officials of Sewickley Borough on September 23rd.

**Annual Dinner** – Executive Director Conners reported that the QVCOG Annual Dinner is scheduled to occur on Wednesday, October 20, 2021 at the Edgeworth Club (511 East Drive, Edgeworth, PA 15143). He thanked Mr. Kevin Flannery for sponsoring the event. He stated that additional details concerning the event are anticipated to be announced and distributed in the coming week.

**Return of GIS Roundtable** – Executive Director Conners reported that on September 7th the QVCOG hosted its first GIS roundtable since 2019. He stated that the hybrid-event included representatives from 7 QVCOG member communities. He noted that participants had an opportunity to discuss past/present use of the software program as well as their vision for the program moving forward. He highlighted that the demonstration/discussion was facilitated by Matt Mercurio of Civic Mapper. He concluded by reporting this event will be returning on a quarterly basis with all being welcomed to attend.

**EDA American Rescue Plan Grant Webinar** – Executive Director Conners reported that on September 8th the Southwestern Pennsylvania Commission hosted a webinar on the topic of Federal Grant Dollars through the American Rescue Plan which will be available through the Economic Development Administration (EDA). He highlighted that through the Program, over 3 billion dollars in grant funding will be made available nationwide. He stated that applications are anticipated to flow through the Southwestern PA Commission and must have a “Regional” focus. He then identified project possibilities highlighted during the webinar including water and sewer system improvements. He

stated that further direction from the Southwestern PA Commission is anticipated to be announced in the coming weeks citing that a recording of the webinar is available upon request.

**Request for 2022 Projects** – Executive Director Conners reported that the office of Senator Devlin Robinson (PA 37th District) is requesting a list of viable projects for the 2022 calendar year. He cited that items such as infrastructure related projects, police/fire department needs, park and rec initiatives, etc. will be considered. He encouraged interested parties to relay any ideas along with a comprehensive budget for the project(s) to District Director Alicia McGhee via email at [amcghee@pasen.gov](mailto:amcghee@pasen.gov). He concluded by noting that suggestions are due by September 30, 2021.

**Act 152 Awards** – Executive Director Conners reported that on August 31, 2021 two QVCOG member municipalities were awarded \$72,940 in funding to remove blighted structures within their communities. He highlighted that through the Act 152 Allegheny County Blight Removal Program funding is made available for the demolition of blighted and abandoned structure throughout Allegheny County. He proceeded to read aloud the projects and grant amounts (Avalon Borough - 933 McKinley Avenue - \$42,250 & Sewickley Borough - 929 & 932 Crescent Avenue - \$30,690). He stated that the next funding round will open in Spring 2022 and will be announced via press release by the Allegheny County Department of Economic Development.

#### **New Business:**

Presentation – Waste Wrangler: Executive Director Conners introduced Mr. Kyle Winkler, the owner of Zero Waste Wrangler (an organization that collects and recycles food waste and other organic materials). Mr. Winkler thanked the QVCOG for the opportunity to discuss his organization and its services. He highlighted that the Program has already established a cliental with individual homeowners within QVCOG member communities such as Edgeworth, Sewickley, and Glen Osborne. He then discussed the collection process citing that all composted materials are dropped off at AgRecycle for processing. He concluded by discussing the future of the organization including the expansion of its collection footprint as well as the establishment of a wastewater treatment facility. Ms. Julie Barnes cited that she is a customer and thanked Mr. Winkler for his presentation and attested to the services that Zero Waste Wrangler offers. Mr. Curtis Reiner expressed his interest to gather more information on the program for Glenfield Borough and its residents. Executive Director Conners stated that he would provide Mr. Winkler's contact information and presentation to all QVCOG delegates.

2022 Budget Update: Executive Director Conners reported that on September 7<sup>th</sup> the Budget Committee convened to review the attached Draft 2022 Budget as well as to discuss the financial position of the QVCOG. He cited that he anticipates convening the Budget Committee again in advance of the October 27<sup>th</sup> Budget Meeting. He encouraged all delegates to review the Draft Budget and provide feedback in advance of the Budget Meeting. He proceeded to outline highlights of the Draft Budget below.

- A decrease in revenues for Project Management (CDBG) of approximately \$10,000;
- An additional \$10,416 in anticipated revenues received from the newly implemented franchise fee for garbage & recycling services;
- An anticipated decrease in the amount of \$14,000 for revenues associated with “Service Fees” (i.e. FASTA Program, Code Enforcement, Zoning Technical Assistance, etc.);
- Due to uncertainties associated with RAD revenues, the anticipated 2022 revenue mirrors the amount received in 2021 (approximately \$300). Please note, this is a decrease of nearly \$4,500 from RAD revenues received in 2020; and
- A proposed 10% dues increase for all members of the COG resulting in approximately \$5,000 in operating revenue.

He summarized that the proposed budget is conservative regarding anticipated revenues due to the uncertainty associated with many funds (i.e. RAD and Program/Service fees). He highlighted that Revenues and Expenditures have been scaled back proportionally and the proposed budget is balanced with the assistance of the new garbage/recycling contract franchise fee and a proposed 10% dues increase (the first since 2017). He continued by stating the 2022 Budget does reflect several cost savings associated with administrative functions of the COG including office rent, utilities (internet and phone service), and administrative payroll. He stated that in his opinion the Draft Budget as presented accurately reflects the COG’s ability to provide a high level of service to all member communities for the 2022 fiscal year and beyond.

Action Concerning Proposed Resolution Regarding 2022 Membership Dues: Executive Director Connors reported that the QVCOG’s Bylaws state that dues for Full Members must be set by Resolution of the Board of Directors by September 30 of the preceding year. He stated that the proposed 2022 Draft Budget as outlined expresses a conservative outlook regarding anticipated revenues due to uncertainties associated with annual funding streams including that of Regional Asset District (RAD) funding, CDBG Program Management, and the loss of the Financial Services Program (Crescent & Kilbuck FASTA). Additionally, he highlighted that QVCOG dues have not been adjusted since 2017. He cited that within that same time period, the Consumer Price Index has risen by 8% (January 2017 – January 2021, Bureau of Labor Statistics). He noted that per the COG’s Bylaws, “at all times, the Board of Directors will ensure cash on hand equal to or greater than the 6 months from the prior budget year with the highest expenditures from the General Fund.” He stated that the proposed increase in revenues along with proportional reductions in proposed expenditures for 2022 will help ensure that the COG meets this fiscally responsible requirement. He continued by reading aloud the proposed 2022 dues table as well as the proposed cost per member municipality in 2022. He noted that the average dues increase per QVCOG municipal resident would be an additional \$0.15 per year. He reported that it is the recommendation of the Budget Committee that the annual dues be increased by 10% for the 2022 fiscal year as well as be evaluated yearly along with the annual Budget. He concluded by stating the proposed dues increase will ensure that COG administrative services and Programs are sustainably funded by local revenue streams allowing the organization to operate in a fiscally responsible way while also guaranteeing access and equity of services for all member communities.

Mr. Wagner moved to approve the a Resolution increasing the annual dues for QVCOG member communities for the 2022 fiscal year as presented. Mr. Schwend seconded the motion. The motion passed on the following roll call vote:

Ayes: Aleppo, Avalon, Bellevue, Ben Avon, Edgeworth, Emsworth, Glenfield, Kilbuck, Leet, Sewickley, and Sewickley Heights

Nays: None

**Old Business:**

Update - 2022-26 Waste and Recycling Contract: Executive Director Conners reported that on August 18th, the QVCOG Board of Directors formally recommended that the 11 participating municipalities award the 2022-26 Waste and Recycling Contract to Waste Management. He stated that the full bids provided by Waste Management and Noble Environmental have been provided to all QVCOG delegates as well as the managers/secretaries of participating municipalities. He cited that a Dropbox link containing both bids is also available upon request. He recommended that each participating municipality's solicitor review the Agreement, Resolution, and bid(s) prior to formally executing the Agreement and Resolution. He highlighted that it is the expectation that this matter will be brought up for consideration during each participating municipality's respective September or October meeting(s). He stated that when/if approved the executed Resolution and Agreement should be sent via email to [pconners@qvcog.org](mailto:pconners@qvcog.org). He reported that he will forward the executed documents to Waste Management. He concluded by stating that the QVCOG Waste and Recycling Committee will be meeting with representatives of Waste Management in the coming weeks to establish a reporting and communications policy concerning the Contract Deposit Fund. He highlighted the Fund's purpose is to hold the selected contractor accountable for responsible customer service and refuse collection. A brief discussion ensued regarding the award process and the establishment of waste and recycling services for 2022.

Traveling Glass Recycling Bin Schedule: Executive Director Conners reported that from September 25<sup>th</sup> – 30<sup>th</sup> Sewickley Borough will be partnering in sponsoring a traveling glass dumpster provided by the Pennsylvania Resources Council (PRC). He cited that the dumpster will be located in Sewickley's Riverfront Park (357 Chadwick Street, Sewickley, PA 15143). He continued by stating the COG's intention of establishing a permanent location and solution on the topic of glass recycling for all interested member communities in 2022 and beyond.

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 his initial site visits and appearances at meetings will be concluding in the coming months.

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

**Other Concerns of the Delegates:** No further comments were made by delegates in attendance.

**Adjournment:** Ms. Adipietro moved to adjourn. The motion was seconded by Ms. Barnes. The motion carried by unanimous voice vote and the meeting was adjourned by President Jean-Sebastien Valois at 7:45 p.m.

**The next meeting is scheduled for:** September 15, 2021 at 7:00 p.m. at the Avalon Borough Building (640 California 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](http://qvcog.org) for further information.

Respectfully Submitted,

Patrick M. Conners  
Executive Director