



**Quaker Valley Council of Governments
Board of Delegates Regular Meeting**

Edgeworth Borough Building
301 Beaver Road
Edgeworth, PA 15143

Wednesday, October 19, 2022
7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment/Guests
5. Approval of September 21, 2022 Meeting Minutes,
6. Approval of September Financial Reports, Unpaid Bills List, and Payroll Summary
7. President's Report
8. Route 65 Update
9. CDBG Status Report
10. Executive Director's Report
11. New Business
 - A. Consideration of a Resolution Establishing 2023 Schedule of Dues
 - B. Consideration of 2023 Fiscal Budget
 - C. WM Service Discussion
 - D. Legal Advertisement Discussion
12. Old Business
13. Other Concerns by Delegates
14. Adjournment

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

September 21, 2022

The meeting took place at the Ben Avon Borough Building (7101 Church 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 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: Art Williams	Glen Osborne: Barbara Carrier
Avalon: *Roberta Edwards	Glenfield:
Bell Acres: *Carmee Murphy-Horton	Haysville:
Bellevue: *Dan McKelvey	Kilbuck:
Ben Avon: Rick Wagner	Leet:
Edgeworth: *John Schwend	Leetsdale:
Emsworth:	Sewickley: Julie Barnes
Sewickley Heights: Nathan Briggs	

*Attended the meeting via Zoom.

Public Comment: None.

Approval of August 17, 2022 Meeting Minutes:

Mr. Briggs moved to approve the August 17, 2022 meeting minutes as presented. The motion was seconded by Ms. Barnes. The motion carried on a unanimous voice vote:

Approval of August Financial Reports, Payroll, and Unpaid Bills:

Subsequently, Ms. Barnes moved to approve the August financial reports, unpaid bills, and employee payrolls as presented. Mr. Williams seconded the motion. The motion carried on a unanimous voice vote.

Executive Director Connors noted that the October Board Meeting will serve as the Budget Meeting for the QVCOG. He cited that in previous years, an ad-hoc Budget Committee was formed to discuss the budgetary projections in advance of the Budget Meeting. He asked if anyone would be interested in serving on the Committee. Ms. Carrier, Mr. Briggs, and Mr. Wagner all agreed to serve on the Committee.

President's Report:

President Carrier noted waste and recycling service issues for multiple QVCOG member communities. She highlighted that it may be beneficial for WM representatives

to attend the October Board meeting. A brief discussion regarding waste and recycling ensued.

Route 65 Report:

No Report was provided.

CDBG Status Report: Executive Director Conners provided brief updates concerning all active CDBG projects. He then highlighted that a total of 8 Pre-Applications for CDBG Year 49 (2023) were submitted on behalf of member communities.

Executive Director's Report:

Seeking Nominations – Executive Director Conners reported that as a part of the Annual Dinner's proceedings, the QVCOG is seeking to recognize a public servant(s) within a member community(s). He cited that two nominations have been made. First, Ms. Cathy Jones was nominated by Mr. Paul Getz. Through an email, Mr. Getz highlighted that Cathy would be recognized for her 30 years of service as Secretary of Emsworth Borough. Second, Mr. Fred Gregorich, was nominated by the Edgeworth Borough Council. Mr. John Schwend cited that Mr. Gregorich has served Edgeworth Borough for over twenty years in many capacities including as Public Works Director and Building Code Official. Mr. Gregorich also sits on the Aleppo Township Planning Commission.

Mr. Wagner moved to recognize both Ms. Cathy Jones and Mr. Fred Gregorich at the 2022 QVCOG Annual Dinner for their extraordinary public service. Ms. Barnes seconded the motion. The motion carried on a unanimous voice vote.

Property Assessment Educational Forum – Executive Director Conners reported that Allegheny County Controller Corey O'Connor has organized several educational Forums which will be held in the next several weeks and welcomes residents of Quaker Valley Council of Government member communities to attend an event scheduled for Monday, October 3rd (5:30 p.m. - 7:00 p.m.). He noted that the event will take place at the Northland Public Library (300 Cumberland Road, Pittsburgh, PA 15237). He stated that the County Controller will share resources and general information with residents on the property appeals process. Additionally, he cited that the Forum will feature remarks, a brief educational program, and time for a question-and-answer component around the appeals process, residents' rights, and how to navigate the appeals process when necessary.

New Business:

Presentation - Yard Waste Program - Michael Brothers Hauling:

Executive Director Conners stated that in an effort to continue recent recycling and sustainability initiatives, the QVCOG has engaged in discussions with the Michael Brothers Companies to develop the structure for a yard waste recycling drop-off program. He noted that Michael Brothers Hauling provides the transportation services for the QVCOG's glass recycling program. He continued by highlighting that a "Pilot" program is being proposed for evaluation purposes.

Mr. Boyd Jones of the Michael Brothers Companies introduced himself to the Board. He stated that the Yard Waste Drop-Off Program will only be open to residents of Quaker Valley COG member communities and their Public Works Departments. He cited that the addresses of users will be cross-referenced within the provided GIS Zoning Map to ensure that only QVCOG residents and entities participate. He highlighted that private businesses will not be permitted to participate in the program and will be subject to the normal drop-off rate established by Michael Brothers. He then outlined the rules and regulations of the program below:

Drop Off Location: Michael Brothers Reserve Township - 408 Hoffman Rd, Pittsburgh, PA 15212

Items Accepted:

Grass Clippings; Leaves;
Brush; Wood Chips; concrete pieces (clean); dirt (clean); and Small Logs under 12” diameter

Items not accepted:

Stumps; and Food (Including pumpkins)

He concluded by reporting that Michael Brothers is proposing a **\$350 monthly fee** for access. Executive Director Conners proposed to pay the fee for a designated set of time out of the QVCOG’s Joint Recycling Fund for evaluation purposes. Mr. Jones stated that the Program should be reassessed by all participating parties 6 months from its start date.

Mr. Schwend expressed his concerns with the distance between many QVCOG member communities and the Reserve Township drop-off site. Ms. Barnes & Ms. Murphy-Horton echoed the concerns of Mr. Schwend. She then inquired regarding a potential partnership between Michael Brothers and the Zero Waste Wrangler. Mr. Bob Badstibner of Michael Brothers stated that he would be happy to begin a dialogue with Mr. Kyle Winkler. Executive Director Conners highlighted that the Program would be evaluation based with no required term length. He cited the QVCOG’s joint recycling fund emanates from the DEP’s Recycling Performance Grant which is intended for the investment in and expansion of recycling programming.

After some discussion, Mr. Briggs moved to approve the QVCOG’s participation in the drop-off yard waste program in partnership with the Michael Brothers Companies for an evaluation term of at least 6 months at a rate of \$350 per month. Mr. Wagner seconded the motion. The motion carried by voice vote with all in attendance voting in the affirmative with the exception of Mr. Schwend who voted nay.

GEDTF Concurring Resolution Approvals:

Executive Director Conners reported that the QVCOG is in the process of submitting a total of 9 Gaming Economic Development & Tourism Fund (GEDTF) Grant Applications on behalf of its members. He noted that a requirement of the application submission is the approval of a Concurring Resolution for each project.

The projects can be found below:

- Aleppo Township Deer Run Road Stormwater Improvements - \$332,732.00
- Bellevue Borough North Jackson Retaining Wall Project - \$495,985.84
- Leet Township Municipal Complex Improvements - \$268,800.00
- Leet Township Park Improvements - \$321,600.00
- Leet Township Salt Storage Improvements - \$186,000.00
- Leet Township Olde Sewickley Heights Stormwater Improvements - \$181,125.00
- Leet Township ADA Pedestrian Improvements - \$386,900.00
- Sewickley Heights Borough Parking Lot Reconstruction & Storm Sewer Project – \$190,090.00
- Sewickley Heights Borough Park Road Reconstruction & Stormwater Project - \$350,660.00

He noted that as the “recipient” of requested funding, all participating municipalities will be subject to the QVCOG’s utilization fee policy.

After some discussion a motion was made by Ms. Barnes to approve each Concurring Resolution as presented. Ms. Carrier seconded the motion. The motion was approved by a unanimous voice vote.

Waste & Recycling Contract Cost of Fuel Adjustment:

Executive Director Connors reported that per the current Waste & Recycling Agreement, a fuel cost adjustment must be calculated for the second year of the contract which will go into effect on January 1, 2023. He cited that the fuel price variance shall be based upon a 52-week period (September 2021 - September 2022) as reported by the U.S. Department of Energy Weekly Retail for the price of On-Highway Diesel. He provided an overview of the calculation formula and reported that the Diesel fuel cost adjustment for the 2023 calendar year is \$0.12 per month per unit.

Letter of Support Request - Redgate, Merriman, River, & Deer Run Road Traffic Study:

Executive Director Connors reported that in recent weeks the QVCOG has been made aware of a number of traffic incidents along River Road in Aleppo Township involving overturned tractor trailers. He cited the dates of the incidents - August 28, 2022, September 8, 2022, and September 17, 2022. He continued by highlighting an email correspondence dated September 9th from Ms. Amy Paff (Haysville Borough) which requested that adjoining municipalities and the QVCOG become more involved in requesting a formal review and evaluation from PennDOT. He cited an additional email correspondence dated September 19th from Ms. Gwen Patterson (Borough Manager, Aleppo Township) which highlighted that Aleppo Township has proactively posted “No Thru Truck Traffic” on a post with existing PennDOT signage. Lastly, referencing an email correspondence dated September 20th from PennDOT District 11 Traffic Engineer, Todd Kravits, PennDOT recently has reviewed the truck restriction signage that is currently in place along River, Redgate, Merriman, and Deer Run Roads. He cited that PennDOT District 11 will be making updates to the existing signage to better alert motorists of the current weight restriction(s). He noted that the updates will ensure that all signage is both appropriate and able to be legally enforced. He highlighted that

as a supplemental part of that process an additional study(s) will be required to determine if further truck restrictions based on length, etc. may be required. He stated that PennDOT District 11 will be reaching out to nearby municipalities since they would ultimately be responsible for enforcing any new truck restrictions. He stated that Mr. Kravits requested that municipalities send District 11 a formal request either by letter or email to conduct these studies.

After some discussion, Mr. Wagner moved to direct Executive Director Conners to draft a letter of support requesting additional traffic studies from PennDOT District 11 along Redgate Road, Merriman Road, River Road, and Deer Run Road. Ms. Barnes seconded the motion. The motion carried on a unanimous voice vote.

Old Business:

None.

Other Concerns of the Delegates:

Aleppo Township – Mr. Williams highlighted continued discussions between Aleppo Township, Haysville Borough, and Glen Osborne Borough and the Norfolk Southern Rail Road on the topic of stopped trains at the intersection of River Road and Route 65. A discussion ensued.

Bellevue Borough – Mr. McKelvey noted a community initiative within Bellevue to further engage with residents which would include meet and greet sessions with Borough Council.

Ben Avon Borough – Mr. Wagner noted the distribution of the Borough's second edition of its community newsletter as well as the Borough's Fall Festival which will be taking place on September 24th.

Adjournment: Mr. Williams moved to adjourn. The motion was seconded by Mr. Briggs. The motion carried by unanimous voice vote and the meeting was adjourned at 8:24 p.m.

The next meeting is scheduled for October 19, 2022 at 7:00 p.m. and will take place at the Edgeworth Borough Building (301 Beaver Road, Edgeworth, PA 15143). The meeting will be simultaneously broadcast on the Zoom platform, open to the public, and recorded. Please visit qvcog.org for further information.

Respectfully Submitted,

Patrick M. Conners
Executive Director

QUAKER VALLEY COG

Budget vs. Actuals: 2022 Budget - FY22 P&L Classes

January - December 2022

	01 GENERAL				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue								
1001113 Waste & Recycling Contract Deposit Fund	20,000.00		20,000.00		\$20,000.00	\$0.00	\$20,000.00	0.00%
4001101 Membership Dues	53,240.00	53,240.00	0.00	100.00 %	\$53,240.00	\$53,240.00	\$0.00	100.00 %
4001102 Associate Memberships		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
4002101 Project Management		39,660.00	-39,660.00		\$0.00	\$39,660.00	\$ -39,660.00	0.00%
4003101 Interest Income	15.35	25.00	-9.65	61.40 %	\$15.35	\$25.00	\$ -9.65	61.40 %
4005101 Grant Revenues	25,085.47		25,085.47		\$25,085.47	\$0.00	\$25,085.47	0.00%
4005102 General Funds CDBG		7,500.00	-7,500.00		\$0.00	\$7,500.00	\$ -7,500.00	0.00%
4006101 Annual Dinner		6,000.00	-6,000.00		\$0.00	\$6,000.00	\$ -6,000.00	0.00%
4006102 Dinner Registration	2,325.00		2,325.00		\$2,325.00	\$0.00	\$2,325.00	0.00%
4006103 Dinner Sponsorship	2,742.52		2,742.52		\$2,742.52	\$0.00	\$2,742.52	0.00%
Total 4006101 Annual Dinner	5,067.52	6,000.00	-932.48	84.46 %	\$5,067.52	\$6,000.00	\$ -932.48	84.46 %
4006106 Recycling Income	-15,196.97	18,000.00	-33,196.97	-84.43 %	\$ -15,196.97	\$18,000.00	\$ -33,196.97	-84.43 %
4006107 Utilization Fee	8,801.84	14,000.00	-5,198.16	62.87 %	\$8,801.84	\$14,000.00	\$ -5,198.16	62.87 %
4006108 Service Fees- Revenue	9,342.00	6,000.00	3,342.00	155.70 %	\$9,342.00	\$6,000.00	\$3,342.00	155.70 %
4007101 Regional Asset Tax	11,351.06	300.00	11,051.06	3,783.69 %	\$11,351.06	\$300.00	\$11,051.06	3,783.69 %
4008101 Commission/Dividends	29.57	91.00	-61.43	32.49 %	\$29.57	\$91.00	\$ -61.43	32.49 %
4009998 Garbage Contract Franchise Fee.	4,858.00	10,416.00	-5,558.00	46.64 %	\$4,858.00	\$10,416.00	\$ -5,558.00	46.64 %
4010101 Miscellaneous Income	110.06		110.06		\$110.06	\$0.00	\$110.06	0.00%
4012102 Advertising Reimbursement		200.00	-200.00		\$0.00	\$200.00	\$ -200.00	0.00%
Total Revenue	\$122,703.90	\$156,432.00	\$ -33,728.10	78.44 %	\$122,703.90	\$156,432.00	\$ -33,728.10	78.44 %
GROSS PROFIT	\$122,703.90	\$156,432.00	\$ -33,728.10	78.44 %	\$122,703.90	\$156,432.00	\$ -33,728.10	78.44 %
Expenditures								
6001000 Advertising					\$0.00	\$0.00	\$0.00	0.00%
6001102 Advertising - General	22.72	400.00	-377.28	5.68 %	\$22.72	\$400.00	\$ -377.28	5.68 %
6006101 Advertising - CD	1.55	400.00	-398.45	0.39 %	\$1.55	\$400.00	\$ -398.45	0.39 %
Total 6001000 Advertising	24.27	800.00	-775.73	3.03 %	\$24.27	\$800.00	\$ -775.73	3.03 %
6001101 Administration Payroll					\$0.00	\$0.00	\$0.00	0.00%
6001099 Executive Director Salary	59,525.48	75,190.00	-15,664.52	79.17 %	\$59,525.48	\$75,190.00	\$ -15,664.52	79.17 %
6001108 Employer Deferred Compensation		3,760.00	-3,760.00		\$0.00	\$3,760.00	\$ -3,760.00	0.00%
6001109 Contractor Code Enforcement	3,981.25	3,500.00	481.25	113.75 %	\$3,981.25	\$3,500.00	\$481.25	113.75 %
6001110 Contractor Zoning Enforcement	4,065.25	3,000.00	1,065.25	135.51 %	\$4,065.25	\$3,000.00	\$1,065.25	135.51 %
6002102 Payroll Taxes	5,024.97	5,000.00	24.97	100.50 %	\$5,024.97	\$5,000.00	\$24.97	100.50 %
6002104 Unemployment Compensation Tax	292.00	800.00	-508.00	36.50 %	\$292.00	\$800.00	\$ -508.00	36.50 %
6003103 Workmen's Comp. Insurance	218.64	200.00	18.64	109.32 %	\$218.64	\$200.00	\$18.64	109.32 %
Total 6001101 Administration Payroll	73,107.59	91,450.00	-18,342.41	79.94 %	\$73,107.59	\$91,450.00	\$ -18,342.41	79.94 %
6001112 Intern Wages	5,203.00	6,000.00	-797.00	86.72 %	\$5,203.00	\$6,000.00	\$ -797.00	86.72 %
6004101 Travel Expense	123.93	400.00	-276.07	30.98 %	\$123.93	\$400.00	\$ -276.07	30.98 %
6008101 Office Supplies & Maintenance	749.20	2,982.00	-2,232.80	25.12 %	\$749.20	\$2,982.00	\$ -2,232.80	25.12 %
6008102 Dues, Memberships, Subscriptions	270.00	1,300.00	-1,030.00	20.77 %	\$270.00	\$1,300.00	\$ -1,030.00	20.77 %
6008103 Miscellaneous Expenditures		300.00	-300.00		\$0.00	\$300.00	\$ -300.00	0.00%
6008104 Recycling	10,129.58	14,500.00	-4,370.42	69.86 %	\$10,129.58	\$14,500.00	\$ -4,370.42	69.86 %
6010100 Bank Fees	182.90	400.00	-217.10	45.73 %	\$182.90	\$400.00	\$ -217.10	45.73 %
6010101 Legal and Accounting	3,100.00	7,000.00	-3,900.00	44.29 %	\$3,100.00	\$7,000.00	\$ -3,900.00	44.29 %
6010102 Engineering		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
6012101 Telephone Expense	815.87	1,000.00	-184.13	81.59 %	\$815.87	\$1,000.00	\$ -184.13	81.59 %
6013101 Annual Dinner Expense	4,729.34	5,000.00	-270.66	94.59 %	\$4,729.34	\$5,000.00	\$ -270.66	94.59 %
6014101 Insurance Expense	1,472.00	2,200.00	-728.00	66.91 %	\$1,472.00	\$2,200.00	\$ -728.00	66.91 %
6016101 Office Rent Expense	2,000.00	2,400.00	-400.00	83.33 %	\$2,000.00	\$2,400.00	\$ -400.00	83.33 %
6016103 Data Processing	9,637.51	17,500.00	-7,862.49	55.07 %	\$9,637.51	\$17,500.00	\$ -7,862.49	55.07 %
6017101 Conference & Meetings	567.00	1,000.00	-433.00	56.70 %	\$567.00	\$1,000.00	\$ -433.00	56.70 %
6019101 SHACOG Joint Purchasing	1,137.39	1,200.00	-62.61	94.78 %	\$1,137.39	\$1,200.00	\$ -62.61	94.78 %
Total Expenditures	\$113,249.58	\$156,432.00	\$ -43,182.42	72.40 %	\$113,249.58	\$156,432.00	\$ -43,182.42	72.40 %
NET OPERATING REVENUE	\$9,454.32	\$0.00	\$9,454.32	0.00%	\$9,454.32	\$0.00	\$9,454.32	0.00%
NET REVENUE	\$9,454.32	\$0.00	\$9,454.32	0.00%	\$9,454.32	\$0.00	\$9,454.32	0.00%

QUAKER VALLEY COG

Statement of Financial Position

As of September 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001104 Citizens Checking 1378	57,873.83
1020101 Community Development 0710	0.01
1031103 Citizens Savings 2218	117,136.15
1041101 PayPal	0.00
1072 Bill.com Money Out Clearing	500.00
1073 ADP Clearing	0.00
4003536 Contract Deposit Account - 3536	19,997.00
Total Bank Accounts	\$195,506.99
Accounts Receivable	
1200 Accounts Receivable	3,070.50
12002 DCED Grant Receivable (A/R)	0.00
Total 1200 Accounts Receivable	3,070.50
Total Accounts Receivable	\$3,070.50
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$198,577.49
TOTAL ASSETS	\$198,577.49
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.20 Accounts Payable	-82,371.03
Total Accounts Payable	\$ -82,371.03
Credit Cards	
8320 Citizens Business CC	63.31
Sales tax Refund	5.39
Total Credit Cards	\$68.70
Other Current Liabilities	
200.21 Emp Deferred Comp Payable	-1,156.90
200.22 904 Recycling Grant - for future projects	0.00
Total Other Current Liabilities	\$ -1,156.90
Total Current Liabilities	\$ -83,459.23
Total Liabilities	\$ -83,459.23
Equity	
3000 Open Bal Equity	274,578.09
3900 Retained Earnings	-82,684.35
3900.22 Reserve for Future Recycling	27,103.03
3900.23 RAD Reserve for Future Capital	45,231.99

	TOTAL
Net Revenue	17,807.96
Total Equity	\$282,036.72
TOTAL LIABILITIES AND EQUITY	\$198,577.49

QUAKER VALLEY COG

Statement of Activity

September 2022

	TOTAL
Revenue	
4003101 Interest Income	1.93
4006101 Annual Dinner	
4006102 Dinner Registration	2,100.00
4006103 Dinner Sponsorship	1,000.00
Total 4006101 Annual Dinner	3,100.00
4008101 Commission/Dividends	29.57
Total Revenue	\$3,131.50
GROSS PROFIT	\$3,131.50
Expenditures	
6001101 Administration Payroll	
6001099 Executive Director Salary	6,265.84
6002102 Payroll Taxes	479.34
6003103 Workmen's Comp. Insurance	218.64
Total 6001101 Administration Payroll	6,963.82
6008101 Office Supplies & Maintenance	24.99
6008104 Recycling	540.00
6010100 Bank Fees	25.95
6012101 Telephone Expense	81.84
6014101 Insurance Expense	93.00
6016101 Office Rent Expense	200.00
6016103 Data Processing	852.59
Total Expenditures	\$8,782.19
NET OPERATING REVENUE	\$ -5,650.69
NET REVENUE	\$ -5,650.69

QUAKER VALLEY COG

1001104 Citizens Checking 1378, Period Ending 09/30/2022

RECONCILIATION REPORT

Reconciled on: 10/06/2022

Reconciled by: Patrick Conners

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	65,236.74
Checks and payments cleared (7).....	-9,316.69
Deposits and other credits cleared (3).....	2,019.57
Statement ending balance.....	<u>57,939.62</u>
Uncleared transactions as of 09/30/2022.....	-65.79
Register balance as of 09/30/2022.....	57,873.83
Cleared transactions after 09/30/2022.....	0.00
Uncleared transactions after 09/30/2022.....	1,905.47
Register balance as of 10/06/2022.....	59,779.30

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/02/2022	Expense	613173473	ADP, LLC	-62.05
09/15/2022	Journal	052181		-2,354.03
09/15/2022	Journal	052180		-1,018.56
09/23/2022	Journal	052182		-2,447.41
09/23/2022	Expense	614822862	ADP, LLC	-62.05
09/30/2022	Journal	052183		-1,018.57
09/30/2022	Journal	052184		-2,354.02
Total				-9,316.69

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/20/2022	Transfer			540.00
09/22/2022	Deposit			1,004.57
09/28/2022	Deposit			475.00
Total				2,019.57

Additional Information

Uncleared checks and payments as of 09/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/19/2022	Expense	612378503	ADP, LLC	-65.79
Total				-65.79

Uncleared checks and payments after 09/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/07/2022	Expense	615853548	ADP, LLC	-62.05
Total				-62.05

Uncleared deposits and other credits after 09/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/04/2022	Deposit			575.00
10/05/2022	Deposit		ClearGov, Inc.	242.52
10/06/2022	Deposit			1,150.00
Total				1,967.52

QUAKER VALLEY COG

1031103 Citizens Savings 2218, Period Ending 09/30/2022

RECONCILIATION REPORT

Reconciled on: 10/06/2022

Reconciled by: Patrick Conners

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	117,674.22
Checks and payments cleared (1).....	-540.00
Deposits and other credits cleared (1).....	1.93
Statement ending balance.....	<u>117,136.15</u>

Register balance as of 09/30/2022.....117,136.15

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/20/2022	Transfer			-540.00
Total				-540.00

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2022	Deposit		Citizens Bank	1.93
Total				1.93

QUAKER VALLEY COG

1020101 Community Development 0710, Period Ending 09/30/2022

RECONCILIATION REPORT

Reconciled on: 10/06/2022

Reconciled by: Patrick Conners

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	0.01
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>0.01</u>
Register balance as of 09/30/2022.....	0.01

QUAKER VALLEY COG

4003536 Contract Deposit Account - 3536, Period Ending 09/30/2022

RECONCILIATION REPORT

Reconciled on: 10/06/2022

Reconciled by: Patrick Conners

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	19,997.00
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (0).....	0.00
Statement ending balance.....	<u>19,997.00</u>
Register balance as of 09/30/2022.....	19,997.00

QUAKER VALLEY COG

8320 Citizens Business CC, Period Ending 09/30/2022

RECONCILIATION REPORT

Reconciled on: 10/05/2022

Reconciled by: Patrick Conners

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	1,459.11
Finance charge.....	25.95
Charges and cash advances cleared (15).....	1,221.77
Payments and credits cleared (1).....	-1,459.11
Statement ending balance.....	<u>1,247.72</u>

Uncleared transactions as of 09/30/2022.....	63.31
Register balance as of 09/30/2022.....	1,311.03
Cleared transactions after 09/30/2022.....	0.00
Uncleared transactions after 09/30/2022.....	433.87
Register balance as of 10/05/2022.....	<u>1,744.90</u>

Details

Charges and cash advances cleared (15)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/31/2022	Expense	348252746125851838	Weebly, Inc	154.08
08/31/2022	Expense	9914214595	Verizon Wireless	81.99
08/31/2022	Expense	4456602276	Google Voice Inc	42.87
08/31/2022	Expense	2252425281	Adobe, Inc.	14.99
08/31/2022	Expense	4444645824	Google	22.83
09/04/2022	Expense	349-7182-0837-5064210	Google	2.13
09/19/2022	Expense	03548-19284098	Canva	12.99
09/19/2022	Expense	22096567966	BILL.com	60.56
09/20/2022	Expense	960448020	Selective Insurance Co. of America	93.00
09/20/2022	Expense	328824	Michael Brothers Hauling, Inc.	270.00
09/20/2022	Expense	328840	Michael Brothers Hauling, Inc.	270.00
09/21/2022	Expense	111-0196549-4933051	Amazon.com	24.99
09/21/2022	Expense	350767444	Spica International	4.50
09/28/2022	Expense	10001183010921	Intuit	85.00
09/29/2022	Expense	9916570177	Verizon Wireless	81.84

Total 1,221.77

Payments and credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/31/2022	Bill	8-31-2022	Citizens Bank CC	-1,459.11

Total -1,459.11

Additional Information

Uncleared charges and cash advances as of 09/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2022	Expense	4575709510	Google Voice Inc	30.32
09/30/2022	Expense	2275539167	Adobe, Inc.	14.99
09/30/2022	Expense	4563895864	Google	18.00

Total 63.31

Uncleared charges and cash advances after 09/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/04/2022	Expense	3349718208375064211	Google	2.13
10/04/2022	Expense	0819006028791004221	Hobby Lobby	19.24
10/04/2022	Expense	5054	Warrior Graphics and Embroidery	412.50

Total 433.87

QUAKER VALLEY COG

Unpaid Bills

All Dates

DATE	TRANSACTION TYPE	NUM	DIVISION	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Citizens Bank CC							
09/30/2022	Bill	9-30-2022	01 GENERAL	10/25/2022	-14	1,247.72	1,247.72
Total for Citizens Bank CC						\$1,247.72	\$1,247.72
Civic Mapper 3157297869							
10/03/2022	Bill	1391	01 GENERAL	11/02/2022	-22	500.00	500.00
Total for Civic Mapper						\$500.00	\$500.00
Edgeworth Club							
10/07/2022	Bill	167119	01 GENERAL	11/07/2022	-27	4,297.60	4,297.60
Total for Edgeworth Club						\$4,297.60	\$4,297.60
Kilbuck Township^							
10/05/2022	Bill	10-5-2022	01 GENERAL	10/31/2022	-20	200.00	200.00
Total for Kilbuck Township^						\$200.00	\$200.00
SHACOG 412-341-3750							
10/04/2022	Bill	10-4-2022	01 GENERAL	11/04/2022	-24	1,137.39	1,137.39
Total for SHACOG						\$1,137.39	\$1,137.39
TOTAL						\$7,382.71	\$7,382.71

Payroll Summary

Check Date	Name	Hours	Total Paid	Tax Withheld	Deductions	Net Pay	Check No	Employer Liability	Total Expense
Pay Frequency: Semimonthly									
09/30/2022	Conners, Patrick M	80.00	3,132.92	778.90	0.00	2,354.02	DD	239.67	3,372.59
09/15/2022	Conners, Patrick M	80.00	3,132.92	778.89	0.00	2,354.03	DD	239.67	3,372.59
Pay Frequency Totals: Semimonthly		160.00	\$6,265.84	\$1,557.79	\$0.00	\$4,708.05		\$479.34	\$6,745.18
Total Net Pays for Semimonthly frequency: 2									
Company Totals:		160.00	\$6,265.84	\$1,557.79	\$0.00	\$4,708.05		\$479.34	\$6,745.18
Total Net Pays for Company: 2									

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Agenda Item 9: CDBG Status Report – October 2022

CD Year 46 Projects

- **CD 44-2.2.3** – Bellevue Borough Lincoln Avenue Streetscape Phase VII – Due to the time elapsed from the original project award, Allegheny County Economic Development is re-arranging the documentation associated with the project to ensure adequate funding. Once given the greenlight, the QVCOG will be working with CEC to construct the bid packet and facilitate bids through the PennBid platform in the coming weeks.
- **CD46-3.11.9** - Bellevue Borough - 529 Tingley Ave Demolition
The project contractor (Wreckcrew Demolition) began the demolition on October 10th.
- **CD46-3.11.10** - Bellevue Borough – 255 Dakota Avenue Demolition
The project contractor (Wreckcrew Demolition) has completed the demolition and site restoration of 255 Dakota Avenue. The QVCOG is awaiting the first/final cost disbursement request from the project contractor and review letter from the Borough Engineer.

CD Year 47 Projects

- **CD 47-7.4b** – Leet Township Eckert, Willow, & Neely Street ADA Sidewalk Project
Per an email correspondence dated 7-6-2022 from the project contractor (Independent Enterprises, Inc.) the project is 100% complete. On September 16th the QVCOG submitted a Cost Report to the County in the amount of \$61,000.00. Leet Township will be responsible for paying the remaining balance of \$913.09. As of October 13, 2022 the QVCOG has yet to receive payment from ACED for the project.
- **CD 47-7.4a** - Bellevue Borough - Bayne Park Retaining Wall Project
The Project Contractor (Quigley Development) began work on the retaining wall on Monday, October 10th. On October 13th the QVCOG submitted a contract extension request to ACED through November 30, 2022.
- **CD 47-3.11.6** – Bellevue Dakota Ave. Blight Remediation Project
Per a phone conversation with the Borough Engineer on October 12th the structures at 191, 193 & 195 Dakota Avenue have been demolished. Additionally, the remaining retaining wall and site have been restored per the project scope. The QVCOG has submitted a Cost Report to ACED in the amount of \$33,033 to ACED. The remaining project cost approvals and associated paperwork are expected to be completed by Bellevue Borough within the month of October.

CD Year 48 Projects

The CD Year 48 public improvements contract is still under evaluation from ACED. No bids have been solicited and no projects have commenced.

- **CD 48-7.4a** - Bell Acres Borough Park ADA Parking Project
- **CD 48-7.4b** - Centennial Avenue ADA Ramp Replacement Project
- **CD 48-7.4c** - Henle Park ADA Parking & Sidewalk Project
- **CD 48-7.4d** - Orchard & Beech ADA Ramp & Sidewalk Replacement Project

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Executive Director's Report – October 2022

Shared Equipment Grant Award - The QVCOG is proud to announce that it has received an equipment award from the Pennsylvania Chiefs of Police Association in the amount of \$5,433.77 through the "Latent Evidence Improvement Project". This grant award will be used to procure a shared digital camera kit which may be utilized by our region's 9 Police Departments. The Ohio Township Police Department will be taking the lead on the storage of the aforementioned equipment and has stated an intention to train officers on latent fingerprint capture practices.

Active Shooter Training – On November 21st and 22nd QVCOG police departments will be participating in a two-day comprehensive active shooter training course. The event will be facilitated by the Ohio Township Police Department and the SRT tactical operating unit and will take place at the Ross Township Police SRT Training Facility.

City Of Pittsburgh Request for Support – After receiving a request for support from the City of Pittsburgh and the Manchester Citizens Corporation, the QVCOG submitted a letter of support for an application for a USDOT Reconnecting Communities grant that would be used for an alternative planning transportation study for a portion of Route 65. The study will specifically focus on possible ways to help reconnect the Manchester-Chateau neighborhoods that are bisected by the highway.

Yard Waste Drop Off Site - At its September 21st meeting, the QVCOG Board of Delegates unanimously approved a drop-off yard waste program in partnership with the Michael Brothers Company. Beginning immediately, and free of charge, residents of QVCOG member communities may drop off yard waste such as grass clippings, leaves, and more at Michael Brothers' Reserve Township facility located at 408 Hoffman Road, Pittsburgh, PA 15212. The pilot program is expected to last 6 months for evaluation purposes. Patrons must present their driver's license to verify that they reside within a QVCOG member community. Commercial vendors (i.e. landscaping companies, etc.) are prohibited from participating in the Program. For more information concerning the Program please email Michael Brothers at info@mbhauling.com or call them at 412-835-6428. The guidelines of the Program can be found below:

Program hours of operation:

- Tuesday - Friday 7:00 a.m. - 4:30 p.m. & Saturday 7:00 a.m. - 12:30 p.m.

Materials accepted:

- Grass clippings, leaves, brush, wood chips, small logs (under 12" in diameter), concrete chunks (clean), and dirt (clean).

Items not accepted:

- Stumps, food items, pumpkins.

CDBG Year 49 Full Applications - Over the next few weeks, Allegheny County Economic Development (ACED) will be reviewing the 8 CDBG Year 49 Pre-Applications that were submitted by the QVCOG for compliance and completeness. Once a project is given approval to move forward, the QVCOG will submit a more comprehensive application through ACED's application portal. This submission will require more detailed information including project specifications, concurring resolutions, photographs, etc. Full applications will be due on Friday, November 18, 2022.

SHACOG Purchasing Alliance - Rock Salt Pre-Winter Meeting - A pre-winter meeting will again be conducted by Cargill, Inc. Designed to furnish information pertaining to the effective ordering and delivery of rock salt, topics to be covered will include, when to order, ordering increments, delivery times and emergency distribution. In addition the significant change in Cargill personnel will provide an opportunity to meet those who will be administering your supply. It would, therefore, be beneficial for the public works official or other person responsible for ordering salt for your municipality to be in attendance. This meeting has been scheduled for 11:00 AM on Thursday, October 13, 2022 at the Baldwin Borough Municipal Building, 3344 Churchview Avenue, Pittsburgh, PA 15227. Please notify the SHACOG office by October 11, 2022 if you will have someone in attendance.

Redgate Road Traffic Study - In recent weeks the QVCOG has been made aware of a number of traffic incidents along Redgate and River Roads involving overturned tractor trailers. The dates of the incidents are as follows: August 28, 2022, September 8, 2022, and September 17, 2022. At its September 21st meeting the QVCOG Board of Delegates unanimously voted in favor of sending a letter to PennDOT District 11 requesting additional traffic studies. Aleppo Township and Haysville Borough followed suit in sending a correspondence. Per an email correspondence dated September 28th PennDOT District 11 has initiated a traffic study for Redgate Road and adjacent PennDOT roadways.

Resolution 2022 - ____
Quaker Valley Council of Governments
Adoption of Dues

WHEREAS the Bylaws of the Quaker Valley Council of Governments stipulates the Board of Delegates review and establish a schedule of dues each year;

NOW BE IT RESOLVED, by the Quaker Valley Council of Governments Board of Directors adopt this dues structure for 2023:

Municipalities with a population less than 250 residents	\$1,331
Municipalities with a population less than 251 - 1,000 residents	\$2,662
Municipalities with a population less than 1001 – 4,000 residents	\$3,993
Municipalities with a population less than 4,001 + residents	\$5,324
Associate (non-voting) Members	\$550

***Based upon the 2020 Census**

This Resolution adopted by the Quaker Valley Council of Governments at the Regular Meeting of the Board of Directors this 19th day of October 2022.

QUAKER VALLEY COUNCIL OF GOVERNMENTS

ATTEST:

Patrick M. Conners
Executive Director

Barbara Carrier
President

QUAKER VALLEY COUNCIL OF GOVERNMENTS

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Agenda Item 11-B: – Consideration of 2023 Budget

The 2023 Budget is based upon membership dues remaining at current levels. On October 14th the QVCOG’s Budget Committee convened to review the proposed budget.

Highlights

- 2022 Regional Asset District (RAD) revenues saw a substantial increase (based on 2021 revenue collections). By using current and available revenue data for the 2022 calendar year, another windfall is expected (estimated at \$25,000.00). Please note, 70% of RAD revenues are pledged to the QVCOG’s Capital Fund while the remaining 30% are deposited into the General Operating Fund. For the 2023 Budget, an estimated \$15,500.00 is expected to be transferred into the QVCOG’s Capital Fund;
- 2022 set the tone for the future of the QVCOG’s recycling programming with a record setting Act 101 Section 904 Recycling Performance Grant award (based on 2020 commercial and residential recycling rates). The QVCOG anticipates receiving a similar award amount (\$20,000.00 budgeted for 2023). Of the award, it is estimated that \$10,000.00 will be transferred into the Joint Recycling Fund. The remaining amount will be distributed to participating communities as well as used for collaborative recycling initiatives such as the glass recycling and yard waste drop off programs;
- There is projected to be a decrease of approximately \$5,000 for CDBG Project Management. This continued decrease is due to a more accurate understanding of the time requirements associated with the administration of CDBG funding as well as lower administrative payroll expenditures when compared to previous years;
- No growth is expected within the QVCOG’s “Service Fee” revenue stream. To summarize, in 2022 Emsworth Borough ended its service agreements for both the Proactive Code Enforcement and Zoning Technical Assistance Programs. Please note, in 2022 Leet Township entered into a service agreement with the QVCOG for the Zoning Technical Assistance Program.
- The 5-year Waste and Recycling Contract (2022-26) includes a franchise fee (\$1 for each household serviced in the participating communities). An expected \$10,416.00 will be deposited over the course of 4 quarterly payments into the general fund;
- General operating costs (i.e. rent, telephone, software, and technology expenditure) are expected to remain near or at current levels;
- Personnel budget expenditures for 2023 are projected to remain identical when compared to the 2022 Budget. The Executive Director salary has increased by 6.3% (\$4,810.00) while the employer matching contribution has been eliminated for the coming year (a savings of up to \$5,600.00). A total of \$6,000.00 has been budgeted for a seasonal intern through the Local Government Academy’s Municipal Intern Program. If selected as a host site, 50% of the intern’s wages would be reimbursed through the Program.
- A new line item is being proposed to establish an annual budget for the QVCOG’s Police Chiefs Committee. A total of \$2,500.00 is being allocated towards the establishment of collaborative programming and training.

To summarize, the proposed budget allows for the continued growth of QVCOG services and programming while remaining conservative towards overall expenditures. A substantial portion of anticipated revenues (\$25,500.00 or 14%) are slated to be transferred into the Capital Fund for future collaborative projects. It is the opinion of the Executive Director and Budget Committee that the proposed Budget accurately reflects the QVCOG’s ability to provide a high level of service to each of its 15 member municipalities and their residents for the 2023 fiscal year and beyond.

Attachments:

Proposed 2023 Budget

QVCOG 2023 Budget

General Fund	2020 budget	2020 Actual	2021 Budget	2021 Actual	2022 budget	2022 Actual (10-11-22)	2023 Proposed
Revenue							
4001101 Membership Dues	44,770.00	44,770.00	44,770.00	48,175.00	53,240.00	53,240.00	\$53,240.00
4002101 Project Management	44,000.00	22,624.56	49,000.00	10,392.00	39,660.00	10,392.00	\$35,000.00
4003101 Interest Income & Insurance Dividend	25.00	15.28	25.00	15.31	25.00	0.00	\$25.00
4005101 Grant Revenues	20,000.00	27,000.00	0.00	23,125.00	0.00	1,393.92	\$2,500.00
4005102 General Funds CDBG	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	0.00	\$7,500.00
4006101 Annual Dinner	6,000.00	6,500.00	9,000.00	5,895.00	6,000.00	5,067.52	\$6,000.00
4006102 Recycling Income	13,418.00	13,131.47	13,418.00	22,927.74	18,000.00	23,816.55	\$20,000.00
4006103 Utilization Fee	14,400.00	9,580.16	14,000.00	10,702.92	14,000.00	8,801.84	\$12,000.00
4006104 Associate Members	2,500.00	0.00	1,000.00	0.00	1,000.00	0.00	\$0.00
4006108 Service Fees - Revenue	18,200.00	25,413.20	20,000.00	18,525.25	6,000.00	8,028.25	\$7,500.00
4007101 Regional Asset Tax	5,000.00	5,000.12	5,000.00	263.65	300.00	37,836.05	\$25,000.00
4008101 Commission/Dividends	200.00	91.00	91.00	100.47	91.00	29.57	\$100.00
4010101 Miscellaneous Income			0.00	17.77		110.06	\$100.00
4012102 Advertising Reimbursement		0.00	700.00	341.00	200.00	0.00	\$400.00
Sales							
4009998 Garbage Contract Franchise Fee				\$ 2,252.80	\$ 0.00	\$ 4,858.00	\$10,416.00
Total Revenue	\$ 176,013.00	\$ 167,470.74	\$ 164,504.00	\$ 150,233.91	\$ 156,432.00	\$ 153,573.76	\$179,781.00
Gross Profit	\$ 176,013.00	\$ 167,470.74	\$ 164,504.00	\$ 150,233.91	\$ 156,432.00		\$179,781.00
Expenditures							
6001000 Advertising							
6001102 Advertising - General	500.00	97.17	100.00	524.64	400.00	22.72	\$250.00
6006101 Advertising - CD		167.40		4.65	200.00	1.55	\$400.00
Total 6001000 Advertising	\$ 500.00	\$ 264.57	\$ 100.00	\$ 529.29	\$ 600.00	\$ 24.27	\$650.00
6001101 Administration Payroll							
6001099 Executive Director Salary	57,600.00	57,600.00	57,600.00	66,604.58	75,190.00	59,525.48	\$80,000.00
6001100 Administrative Assistant Salary	33,000.00	35,680.80	34,500.00	13,644.94	0.00	0.00	\$0.00
6001110 Contractor Zoning Technical Assistance				2,125.00	2,000.00	4,065.25	\$6,000.00
6001109 Contractor Code Enforcement				4,387.50	3,000.00	3,981.25	\$0.00
6001111 Contractor Financial Services				1,173.00	0.00		\$0.00
6001112 Intern Salary			403.00		6,000.00	5,203.00	\$6,000.00
6002102 Payroll Taxes	3,000.00	977.19	3,000.00	3,449.07	3,000.00	5,024.97	\$6,000.00
6002104 Unemployment Compensation Tax	1,960.00	500.00	800.00	844.33	800.00	292.00	\$800.00
6001108 Employer Deferred Compensation	1,650.00	815.10	1,650.00	0.00	3,760.00	0.00	\$0.00
6003103 Workmen's Comp. Insurance	700.00	-132.19	150.00	224.90	150.00	218.64	\$250.00
Total 6001101 Administration Payroll	\$ 98,910.00	\$ 103,163.71	\$ 94,303.00	\$ 92,453.32	\$ 99,300.00	\$ 78,310.59	\$99,050.00
6004101 Travel Expense							
6004101 Travel Expense	100.00	10.00	25.00	303.00	400.00	123.93	\$400.00
6008101 Office Supplies & Maintenance							
6008101 Office Supplies & Maintenance	2,980.00	3,902.59	1,000.00	2,781.37	1,000.00	749.20	\$2,000.00
6008102 Dues, Memberships, Subscriptions							
6008102 Dues, Memberships, Subscriptions	2,600.00	1,401.77	1,000.00	935.35	1,100.00	270.00	\$2,000.00
6008103 Miscellaneous Expenditures							
6008103 Miscellaneous Expenditures	300.00	0.00	300.00	179.00	532.00	0.00	\$0.00
6008104 Recycling							
6008104 Recycling	8,800.00	11,511.71	13,418.00	13,848.00	15,000.00	9,859.58	\$15,000.00
6010100 Bank Fees							
6010100 Bank Fees	300.00	537.63	400.00	298.70	400.00	182.90	\$400.00
6010101 Legal and Accounting							
6010101 Legal and Accounting	5,000.00	6,200.00	5,000.00	3,837.50	6,500.00	3,100.00	\$6,250.00
6012101 Phone and Internet Expense							
6012101 Phone and Internet Expense	3,000.00	3,664.22	1,000.00	2,226.79	1,000.00	815.87	\$1,200.00
6013101 Annual Dinner Expense							
6013101 Annual Dinner Expense	4,600.00	1,063.78	4,500.00	4,544.64	5,000.00	4,729.34	\$5,500.00
6014101 Insurance Expense							
6014101 Insurance Expense	2,125.00	2,199.82	2,000.00	1,626.40	2,000.00	1,472.00	\$2,000.00
6016101 Office Rent Expense							
6016101 Office Rent Expense	7,260.00	7,356.80	3,000.00	3,580.00	2,400.00	2,000.00	\$2,400.00
6016103 Data Processing							
6016103 Data Processing	17,798.00	18,086.81	17,000.00	19,290.08	12,500.00	9,637.51	\$13,000.00
6017101 Conference & Meetings							
6017101 Conference & Meetings	280.00	171.47	100.00	480.00	500.00	567.00	\$731.00
6019101 SHACOG Joint Purchasing							
6019101 SHACOG Joint Purchasing	1,000.00	1,148.33	1,200.00	1,207.20	1,200.00	1,137.39	\$1,200.00
6017104 Purchases for Resale							
6017104 Purchases for Resale	2,500.00	8,159.58	7,561.00	2,488.20	0.00	0.00	\$0.00
6008108 Planning Grant Expense							
6008108 Planning Grant Expense	0.00	1,581.27				0.00	\$0.00
6008109 Green Light Go							
6008109 Green Light Go	0.00	27,000.00				0.00	\$0.00
QVCOG Police Chiefs Group							
Transfer to Capital Fund (RAD)						26,484.99	\$15,500.00
Transfer to Shared Recycling Fund (Act 101)						16,581.97	\$10,000.00
608107 Garbage Contract Consultant	0.00	0.00	0.00	3,500.00	0.00	0.00	\$0.00
Total Expenditures	\$ 166,553.00	\$ 202,980.87	\$ 164,504.00	\$ 153,579.55	\$ 148,832.00	\$ 156,022.27	\$179,781.00

QUAKER VALLEY COUNCIL OF GOVERNMENTS

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Agenda Item 11-C: – WM Service Discussion

At its September 21st meeting the QVCOG Board of Delegates expressed their shared concerns with the current level of solid waste and recycling services provided by Waste Management (now WM). In an effort to provide an outlet for both questions and answers WM officials have been invited to the October 19th Board meeting. Mr. Matthew Lind and Ms. Deanna Jenkins (both Senior Route Managers) have agreed to attend the aforementioned meeting.

Attachments:

QVCOG Approved Waste & Recycling Communication Policy



Waste & Recycling Communication Policy (2022-2026 Agreement)
Approved 11-17-2021

The new 5-Year Waste & Recycling Contract (2022-2026) includes a “Contract Deposit Fund” totaling \$20,000 which shall be annually replenished as needed by the Selected Refuse Hauler (i.e. Waste Management). It shall be the responsibility of the QVCOG and Participating Municipalities to create a policy that outlines a clear communication chain that ensures a high level of refuse service for each customer as well as holds the Selected Hauler accountable per the outlined Agreement Specifications which have been approved by each Participating Municipality.

1. All liquid damages, fines, and omissions outlined within Section 1500 of aforementioned Agreement shall be adopted into this policy.
2. If a customer/resident issues a complaint to a Participating Municipality, it shall be the responsibility of the Participating Municipality to report the issue to the Selected Hauler;
3. It shall not be the responsibility of the QVCOG to report complaints/service issues to the Selected Hauler;
4. Each service issue shall be brought to the Selected Hauler’s attention through email. The QVCOG shall annually provide Participating Municipalities with up-to-date contact information. After the matter has been brought to the attention of the Selected Hauler, Participating Municipalities will submit documentation through email to the QVCOG. If the service issue is not remedied within the stated amount of time as prescribed within the Agreement, the Participating Municipality may request liquidated damages as outlined within the Agreement;
5. Using the Contract Deposit Fund, the QVCOG shall issues payments one every-other-month (6 times per annually) directly to the Participating Municipalities;
6. The QVCOG shall be reimbursed for fees & charges associated with liquid damage payments through the Contract Deposit Fund; and
7. Should the Participating Municipalities neglect or opt not to enforce a penalty for any given offense on any given date or time, it shall not remove the ability of the Participating Municipalities to enforce such penalty retroactively or in the future.

Section 1500 Acts or Omissions and Liquidated Damages

1. This Section is independent of Section 9.
2. This Section shows in a table the acts or omissions, within the control of the Contractor, the applicable section of the Contract, and the amount of liquidated damages associated with the section.
 - a. In the left-hand column are acts or omissions, that are considered a breach of this Contract;
 - b. The amounts in the right-hand column are set as Liquidated Damages.
3. Liquidated Damages may be deducted from the invoice payment due the contractor (OPTION A) or from a Deposit Fund
4. The QVCOG Participating Municipalities shall provide Contractor with written notice of all liquidated damages assessed on at least a monthly basis.
5. Should the QVCOG Participating Municipalities neglect or opt not to enforce a penalty for any given offense on any given date or time, it shall not remove the ability of the QVCOG Participating Municipalities to enforce such penalty retroactively or in the future.

Table of Acts or Omissions and Liquidated Damages

Section	Description	Liquidated Damages
31	Commencement of collection prior to 6:00 a.m. except as expressly permitted herein or collecting after 7:00 pm	\$100 per incident (each truck on each route is a separate incident)
32	Failure to submit collection schedule and service levels to QVCOG Participating Municipalities	\$50 per day
50	Falsely and excessively rejecting source separated recyclables for being grossly contaminated	\$1,000 per incident
51	Recyclables may not be mixed together with Municipal Waste in the same compartment of vehicle's body.	\$5000 per incident and may be cause for termination.
400	Failure to collect spillage	\$250.00 per incident or cost of remediation whichever is higher
502	Failure of foreman to return calls from the QVCOG Participating Municipalities Manager's Office within one hour	\$25 each incident
503	Failure to resume service after ice and snow conditions as required	\$250 per route per day
504	Failure to resume service as required for non-weather related incidents.	\$250 per route per day
505	Failure to collect missed Garbage, or Recyclables within one business day after a makeup request is given to the Contractor.	\$5 per reported miss and/or the cost to the QVCOG Participating Municipalities of collecting the misses
505	Failure to collect Friday's reported misses on Saturday	\$15 per reported miss and/or the cost to the QVCOG Participating Municipalities of collecting the misses
1300	Failure to submit complete and accurate monthly reports as required	\$50 per day per report