



**Quaker Valley Council of Governments
Board of Directors Budget Meeting**

Avalon Borough Building
640 California Avenue, Pittsburgh, PA
15202

Wednesday, October 27, 2021
7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment/Guests
5. Omnibus: Approval of September 15, 2021 Meeting Minutes, September Income Statement, September Balance Sheet, Budget to Actual, Bill Payment List, Unpaid Bills List, and Payroll Summary, Bank Reconciliations, CC Card Account Detail
6. President's Report
7. Executive Director's Report
8. New Business
 - A. Presentation – Sustainable Sewickley
 - B. Consideration of Approval for a Concurring Resolution Applying on Behalf of Ben Avon Borough for a 2022 Gaming Economic Development and Tourism Fund (GEDTF) Grant
 - C. 412 Food Rescue Thank You
 - D. Approval of 2022 Budget
9. Old Business
 - A. 2022-26 Waste and Recycling Contract Agreement & Resolutions
 - B. Traveling Glass Recycling Bin Update
10. CDBG Status Report
11. Other Concerns by Delegates
12. Adjournment

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 7th 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 9th 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 25th – 30th 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. 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 7th 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 27th 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. 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 25th – 30th 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 for further information.

Respectfully Submitted,

Patrick M. Conners
Executive Director

QUAKER VALLEY COG

Statement of Activity

January 1 - October 6, 2021

	01 GENERAL	05 CDBG	TOTAL
Revenue			
4001101 Membership Dues	48,400.00		\$48,400.00
4002101 Project Management	10,392.00		\$10,392.00
4003101 Interest Income	11.45		\$11.45
4005100 CDBG		252,316.50	\$252,316.50
4005101 Grant Revenues	23,125.00		\$23,125.00
4005102 General Funds CDBG	7,500.00		\$7,500.00
4006101 Annual Dinner			\$0.00
4006102 Dinner Registration	75.00		\$75.00
4006103 Dinner Sponsorship	250.00		\$250.00
4006105 Dinner Donations	70.00		\$70.00
Total 4006101 Annual Dinner	395.00		\$395.00
4006106 Recycling Income	18,502.74		\$18,502.74
4006107 Utilization Fee	4,240.42		\$4,240.42
4006108 Service Fees- Revenue	17,246.50		\$17,246.50
4006110 Transaction Fees Bill.com	207.20		\$207.20
4007101 Regional Asset Tax	263.65		\$263.65
4008101 Commission/Dividends	91.70		\$91.70
4010101 Miscellaneous Income	15.77		\$15.77
Program Revenue	4,125.00		\$4,125.00
Sales	2,045.60		\$2,045.60
Total Revenue	\$136,562.03	\$252,316.50	\$388,878.53
GROSS PROFIT	\$136,562.03	\$252,316.50	\$388,878.53
Expenditures			
6001000 Advertising			\$0.00
6001102 Advertising - General	368.08		\$368.08
6006101 Advertising - CD	-167.41		\$ -167.41
Total 6001000 Advertising	200.67		\$200.67
6001101 Administration Payroll			\$0.00
6001099 Executive Director Salary	52,950.28		\$52,950.28
6001100 Administrative Assistant Salary	9,336.60		\$9,336.60
6001107 Employee Payroll	2,008.50		\$2,008.50
6001109 Contractor Code Enforcement	3,281.25		\$3,281.25
6001111 Contractor Financial Services	1,173.00		\$1,173.00
6002102 Payroll Taxes	2,285.67		\$2,285.67
6002104 Unemployment Compensation Tax	844.33		\$844.33
6002110 Employer Paid Taxes	244.52		\$244.52
6003103 Workmen's Comp. Insurance	207.90		\$207.90
Total 6001101 Administration Payroll	72,332.05		\$72,332.05
6001203 CD Grant Distribution		185,116.50	\$185,116.50
6004101 Travel Expense	303.00		\$303.00
6008101 Office Supplies & Maintenance	2,741.78		\$2,741.78
6008102 Dues, Memberships, Subscriptions	935.35		\$935.35

	01 GENERAL	05 CDBG	TOTAL
6008103 Miscellaneous Expenditures	179.00		\$179.00
6008104 Recycling	13,098.00		\$13,098.00
6010100 Bank Fees	298.70		\$298.70
6010101 Legal and Accounting	3,712.50		\$3,712.50
6012101 Telephone Expense	2,063.37		\$2,063.37
6013101 Annual Dinner Expense	13.94		\$13.94
6014101 Insurance Expense	1,546.40		\$1,546.40
6016101 Office Rent Expense	2,980.00		\$2,980.00
6016103 Data Processing	17,495.01		\$17,495.01
6016104 Purchases for Resale	2,488.20		\$2,488.20
6017101 Conference & Meetings	440.00		\$440.00
6019101 SHACOG Joint Purchasing	1,207.20		\$1,207.20
608107 Garbage Contracting	3,500.00		\$3,500.00
Total Expenditures	\$125,535.17	\$185,116.50	\$310,651.67
NET OPERATING REVENUE	\$11,026.86	\$67,200.00	\$78,226.86
NET REVENUE	\$11,026.86	\$67,200.00	\$78,226.86

QUAKER VALLEY COG

Statement of Financial Position

As of September 30, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1001104 Citizens Checking 1378	74,349.80
1020101 Community Development 0710	0.01
1031103 Citizens Savings 2218	78,551.50
1041101 PayPal	0.00
1072 Bill.com Money Out Clearing	-0.01
1073 ADP Clearing	0.00
Total Bank Accounts	\$152,901.30
Accounts Receivable	
1200 Accounts Receivable	1,125.00
12002 DCED Grant Receivable (A/R)	0.00
Total 1200 Accounts Receivable	1,125.00
Total Accounts Receivable	\$1,125.00
Other Current Assets	
12000 Undeposited Funds	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$154,026.30
TOTAL ASSETS	
\$154,026.30	
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.20 Accounts Payable	1,195.85
Total Accounts Payable	\$1,195.85
Credit Cards	
7772 Staples	0.00
8320 Citizens Business CC	50.32
8361 Citizens CC SH	517.18
8379 Citizens CC JW	224.94
Total 8320 Citizens Business CC	792.44
Sales tax Refund	5.39
Total Credit Cards	\$797.83
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	\$836.78
Total Liabilities	\$836.78
Equity	
3000 Open Bal Equity	138,061.61

	TOTAL
3900 Retained Earnings	-92,990.65
3900.22 Reserve for Future Recycling	10,521.06
3900.23 RAD Reserve for Future Capital	18,747.00
Net Revenue	78,850.50
Total Equity	\$153,189.52
TOTAL LIABILITIES AND EQUITY	\$154,026.30

QUAKER VALLEY COG

Budget vs. Actuals: FY_2021_By_Class - FY21 P&L Classes

January - December 2021

	01 GENERAL				TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue								
4001101 Membership Dues	48,400.00	44,770.00	3,630.00	108.11 %	\$48,400.00	\$44,770.00	\$3,630.00	108.11 %
4001102 Associate Memberships		1,000.00	-1,000.00		\$0.00	\$1,000.00	\$ -1,000.00	0.00%
4002101 Project Management	10,392.00	49,000.00	-38,608.00	21.21 %	\$10,392.00	\$49,000.00	\$ -38,608.00	21.21 %
4002106 Prior Year Proj Management		0.00	0.00		\$0.00	\$0.00	\$0.00	0.00%
Total 4002101 Project Management	10,392.00	49,000.00	-38,608.00	21.21 %	\$10,392.00	\$49,000.00	\$ -38,608.00	21.21 %
4003101 Interest Income	11.45	25.00	-13.55	45.80 %	\$11.45	\$25.00	\$ -13.55	45.80 %
4005101 Grant Revenues	23,125.00		23,125.00		\$23,125.00	\$0.00	\$23,125.00	0.00%
4005102 General Funds CDBG	7,500.00	7,500.00	0.00	100.00 %	\$7,500.00	\$7,500.00	\$0.00	100.00 %
4006101 Annual Dinner					\$0.00	\$0.00	\$0.00	0.00%
4006102 Dinner Registration	75.00	1,500.00	-1,425.00	5.00 %	\$75.00	\$1,500.00	\$ -1,425.00	5.00 %
4006103 Dinner Sponsorship	250.00	7,500.00	-7,250.00	3.33 %	\$250.00	\$7,500.00	\$ -7,250.00	3.33 %
4006105 Dinner Donations	70.00		70.00		\$70.00	\$0.00	\$70.00	0.00%
Total 4006101 Annual Dinner	395.00	9,000.00	-8,605.00	4.39 %	\$395.00	\$9,000.00	\$ -8,605.00	4.39 %
4006106 Recycling Income	18,502.74	13,418.00	5,084.74	137.89 %	\$18,502.74	\$13,418.00	\$5,084.74	137.89 %
4006107 Utilization Fee	4,240.42	14,000.00	-9,759.58	30.29 %	\$4,240.42	\$14,000.00	\$ -9,759.58	30.29 %
4006108 Service Fees- Revenue	17,246.50	20,000.00	-2,753.50	86.23 %	\$17,246.50	\$20,000.00	\$ -2,753.50	86.23 %
4006110 Transaction Fees Bill.com	207.20		207.20		\$207.20	\$0.00	\$207.20	0.00%
4007101 Regional Asset Tax	263.65	5,000.00	-4,736.35	5.27 %	\$263.65	\$5,000.00	\$ -4,736.35	5.27 %
4008101 Commission/Dividends	91.70	91.00	0.70	100.77 %	\$91.70	\$91.00	\$0.70	100.77 %
4010101 Miscellaneous Income	15.77		15.77		\$15.77	\$0.00	\$15.77	0.00%
4012102 Advertising Reimbursement		700.00	-700.00		\$0.00	\$700.00	\$ -700.00	0.00%
Program Revenue	4,125.00		4,125.00		\$4,125.00	\$0.00	\$4,125.00	0.00%
Sales	2,045.60		2,045.60		\$2,045.60	\$0.00	\$2,045.60	0.00%
Total Revenue	\$136,562.03	\$164,504.00	\$ -27,941.97	83.01 %	\$136,562.03	\$164,504.00	\$ -27,941.97	83.01 %
GROSS PROFIT	\$136,562.03	\$164,504.00	\$ -27,941.97	83.01 %	\$136,562.03	\$164,504.00	\$ -27,941.97	83.01 %
Expenditures								
6001000 Advertising					\$0.00	\$0.00	\$0.00	0.00%
6001102 Advertising - General	368.08	100.00	268.08	368.08 %	\$368.08	\$100.00	\$268.08	368.08 %
6006101 Advertising - CD	-167.41		-167.41		\$ -167.41	\$0.00	\$ -167.41	0.00%
Total 6001000 Advertising	200.67	100.00	100.67	200.67 %	\$200.67	\$100.00	\$100.67	200.67 %
6001101 Administration Payroll					\$0.00	\$0.00	\$0.00	0.00%
6001099 Executive Director Salary	52,950.28	57,600.00	-4,649.72	91.93 %	\$52,950.28	\$57,600.00	\$ -4,649.72	91.93 %
6001100 Administrative Assistant Salary	9,336.60	34,500.00	-25,163.40	27.06 %	\$9,336.60	\$34,500.00	\$ -25,163.40	27.06 %
6001107 Employee Payroll	2,008.50	9,200.00	-7,191.50	21.83 %	\$2,008.50	\$9,200.00	\$ -7,191.50	21.83 %
6001108 Employer Deferred Compensation		1,650.00	-1,650.00		\$0.00	\$1,650.00	\$ -1,650.00	0.00%
6001109 Contractor Code Enforcement	3,281.25		3,281.25		\$3,281.25	\$0.00	\$3,281.25	0.00%
6001111 Contractor Financial Services	1,173.00		1,173.00		\$1,173.00	\$0.00	\$1,173.00	0.00%
6002102 Payroll Taxes	2,285.67		2,285.67		\$2,285.67	\$0.00	\$2,285.67	0.00%
6002104 Unemployment Compensation Tax	844.33	800.00	44.33	105.54 %	\$844.33	\$800.00	\$44.33	105.54 %
6002110 Employer Paid Taxes	244.52	3,000.00	-2,755.48	8.15 %	\$244.52	\$3,000.00	\$ -2,755.48	8.15 %
6003103 Workmen's Comp. Insurance	207.90	150.00	57.90	138.60 %	\$207.90	\$150.00	\$57.90	138.60 %
Total 6001101 Administration Payroll	72,332.05	106,900.00	-34,567.95	67.66 %	\$72,332.05	\$106,900.00	\$ -34,567.95	67.66 %
6004101 Travel Expense	303.00	25.00	278.00	1,212.00 %	\$303.00	\$25.00	\$278.00	1,212.00 %
6008101 Office Supplies & Maintenance	2,741.78	1,000.00	1,741.78	274.18 %	\$2,741.78	\$1,000.00	\$1,741.78	274.18 %
6008102 Dues, Memberships, Subscriptions	935.35	1,000.00	-64.65	93.54 %	\$935.35	\$1,000.00	\$ -64.65	93.54 %
6008103 Miscellaneous Expenditures	179.00	300.00	-121.00	59.67 %	\$179.00	\$300.00	\$ -121.00	59.67 %
6008104 Recycling	13,098.00	13,418.00	-320.00	97.62 %	\$13,098.00	\$13,418.00	\$ -320.00	97.62 %
6010100 Bank Fees	298.70	400.00	-101.30	74.68 %	\$298.70	\$400.00	\$ -101.30	74.68 %
6010101 Legal and Accounting	3,712.50	5,000.00	-1,287.50	74.25 %	\$3,712.50	\$5,000.00	\$ -1,287.50	74.25 %
6012101 Telephone Expense	2,063.37	1,000.00	1,063.37	206.34 %	\$2,063.37	\$1,000.00	\$1,063.37	206.34 %
6013101 Annual Dinner Expense	13.94	4,500.00	-4,486.06	0.31 %	\$13.94	\$4,500.00	\$ -4,486.06	0.31 %
6014101 Insurance Expense	1,546.40	2,000.00	-453.60	77.32 %	\$1,546.40	\$2,000.00	\$ -453.60	77.32 %
6016101 Office Rent Expense	2,980.00	3,000.00	-20.00	99.33 %	\$2,980.00	\$3,000.00	\$ -20.00	99.33 %
6016103 Data Processing	17,495.01	17,000.00	495.01	102.91 %	\$17,495.01	\$17,000.00	\$495.01	102.91 %
6016104 Purchases for Resale	2,488.20	7,561.00	-5,072.80	32.91 %	\$2,488.20	\$7,561.00	\$ -5,072.80	32.91 %
6017101 Conference & Meetings	440.00	100.00	340.00	440.00 %	\$440.00	\$100.00	\$340.00	440.00 %
6019101 SHACOG Joint Purchasing	1,207.20	1,200.00	7.20	100.60 %	\$1,207.20	\$1,200.00	\$7.20	100.60 %
608107 Garbage Contracting	3,500.00		3,500.00		\$3,500.00	\$0.00	\$3,500.00	0.00%
Total Expenditures	\$125,535.17	\$164,504.00	\$ -38,968.83	76.31 %	\$125,535.17	\$164,504.00	\$ -38,968.83	76.31 %
NET OPERATING REVENUE	\$11,026.86	\$0.00	\$11,026.86	0.00%	\$11,026.86	\$0.00	\$11,026.86	0.00%
NET REVENUE	\$11,026.86	\$0.00	\$11,026.86	0.00%	\$11,026.86	\$0.00	\$11,026.86	0.00%

QUAKER VALLEY COG

Bills and Applied Payments

October 1-26, 2021

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
Citizens Bank CC				
10/15/2021	Bill Payment (Check)			-763.51
10/25/2021	Bill	Credit card purchases	09-30-2021	763.51
Civic Mapper				
10/22/2021	Bill Payment (Check)			-500.00
10/01/2021	Bill	GIS Services October 2021	1333	500.00
Kilbuck Township^				
10/14/2021	Bill Payment (Check)			-200.00
10/06/2021	Bill	September 2021 Rent - 343 Eicher Road Office	10-06-2021	200.00
Pennsylvania Resources Council				
10/22/2021	Bill Payment (Check)			-1,500.00
09/10/2021	Bill	PRC Traveling Glass Dumpster Summer 2021 Remaining 50% Deposit	GC-67-2021	1,500.00
PSAB				
10/22/2021	Bill Payment (Check)			-195.85
09/07/2021	Bill	Unemployment Compensation 3Q2021	2021-3QTR UC	195.85
Racunas Law Group, LLC				
10/14/2021	Bill Payment (Check)			-125.00
10/13/2021	Bill	Solicitor Assistance	1371	125.00
Selective Insurance Co. of America				
10/20/2021	Bill Payment (Check)			-35.00
10/07/2021	Bill	Reinstatement Fee	09-30-2021	35.00

QUAKER VALLEY COG

Pledges and Received Payments

September 1 - October 6, 2021

DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	NUM	AMOUNT
Aleppo Township				
09/19/2021	Payment		7524	500.00
09/08/2021	Pledge		2331	500.00
Bellevue Borough				
09/03/2021	Payment		7489	375.00
06/22/2021	Pledge		2323	375.00
09/19/2021	Payment		7580	375.00
09/15/2021	Pledge	Thank you for you initial payment (50% deposit) received on 9-3-2021 (check no. 7489).	2337	375.00
DCED				
09/06/2021	Payment			3,350.00
11/20/2018	Pledge	Route 65 Multi-Municipal Corridor Coordination Grant	1966	40,000.00
Emsworth Boro				
Proactive Code Enforcement-Emsworth				
09/13/2021	Payment		4736	1,037.50
08/30/2021	Pledge		2329	1,037.50
Zoning Tech Assistance-Emsworth				
09/13/2021	Payment		4736	1,554.00
08/30/2021	Pledge		2328	1,554.00
Glen Osborne Borough				
09/19/2021	Payment		5529	500.00
09/08/2021	Pledge		2332	500.00
Kilbuck Township				
09/19/2021	Payment		29690	375.00
09/15/2021	Pledge	Thank you for you initial payment (50% deposit) received on 7-1-2021 (check no. 29637).	2333	375.00
Susan G. Hockenberry				
09/13/2021	Payment		2109020007	160.50
09/01/2021	Pledge	Susan, Janet and I discussed this charge but never invoiced you. Upon further review of the Quickbooks outstanding charges I have finalized the invoice for reimbursement. Feel free to reach out with any questions.	2330	160.50

Payroll Summary

Check Date	Name	Hours	Total Paid	Tax Withheld	Deductions	Net Pay	Check No	Employer Liability	Total Expense
Pay Frequency: Semimonthly									
10/15/2021	Asciolla, Anthony	0.00	406.25	0.00	0.00	406.25	DD	0.00	406.25
10/15/2021	Conners, Patrick M	0.00	3,041.66	735.30	0.00	2,306.36	DD	232.68	3,274.34
09/30/2021	Conners, Patrick M	0.00	3,041.66	735.29	0.00	2,306.37	DD	232.68	3,274.34
09/15/2021	Asciolla, Anthony	0.00	256.25	0.00	0.00	256.25	DD	0.00	256.25
09/15/2021	Conners, Patrick M	0.00	3,041.66	735.29	0.00	2,306.37	DD	232.68	3,274.34
09/15/2021	Hockenberry, Susan G	0.00	225.00	0.00	0.00	225.00	DD	0.00	225.00
Pay Frequency Totals: Semimonthly		0.00	\$10,012.48	\$2,205.88	\$0.00	\$7,806.60		\$698.04	\$10,710.52
Total Net Pays for Semimonthly frequency: 6									
Company Totals:		0.00	\$10,012.48	\$2,205.88	\$0.00	\$7,806.60		\$698.04	\$10,710.52
Total Net Pays for Company: 6									

QUAKER VALLEY COG
1001104 Citizens Checking 1378, Period Ending 09/30/2021

RECONCILIATION REPORT

Reconciled on: 10/06/2021
Reconciled by: Patrick Connors

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

Summary	USD
Statement beginning balance.....	\$1,904.55
Checks and payments cleared (10).....	-14,382.71
Deposits and other credits cleared (5).....	6,477.00
Statement ending balance.....	<u>23,998.84</u>
Uncleared transactions as of 09/30/2021.....	250.98
Register balance as of 09/30/2021.....	74,349.80
Cleared transactions after 09/30/2021.....	0.00
Uncleared transactions after 09/30/2021.....	-58.54
Register balance as of 10/06/2021.....	74,291.26

Details

Checks and payments cleared (10)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/27/2021	Expense	586999253	ADP, LLC	-58.54
09/15/2021	Journal	052107		-967.97
09/15/2021	Journal	052108		-2,787.62
09/16/2021	Journal			-6,758.90
09/17/2021	Journal			-509.33
09/17/2021	Expense	587987313	ADP, LLC	-62.06
09/22/2021	Journal			-463.95
09/24/2021	Bill Payment		Civic Mapper	-500.00
09/30/2021	Journal	052110		-2,396.37
09/30/2021	Journal	052109		-967.97
Total				-14,382.71

Deposits and other credits cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/03/2021	Receive Payment	7489	Bellevue Borough	375.00
09/06/2021	Receive Payment		DCED	3,350.00
09/13/2021	Receive Payment	4736	Emsworth Boro Zoning Tech Assistance-Emsworth	1,554.00
09/13/2021	Receive Payment	210920007	Susan G. Hockenberry	160.50
09/13/2021	Receive Payment	4736	Emsworth Boro Proactive Code Enforcement-Emsworth	1,037.50
Total				6,477.00

Additional Information

Uncleared checks and payments as of 09/30/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/25/2019	Check	50031	ICMA-RC	-245.00
08/20/2021	Expense		ADP, LLC	-58.54
09/23/2021	Journal			-500.00
Total				-803.54

Uncleared deposits and other credits as of 09/30/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/01/2017	Journal	op bal adjust 3		778.50
03/10/2021	Transfer			0.00
03/23/2021	Transfer			0.00
09/03/2021	Deposit		Bellevue Borough	375.00
Total				1,154.50

Uncleared checks and payments after 09/30/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/01/2021	Expense	589480635	ADP, LLC	-58.54
Total				-58.54

QUAKER VALLEY COG
1031103 Citizens Savings 2218, Period Ending 09/30/2021

RECONCILIATION REPORT

Reconciled on: 10/06/2021

Reconciled by: Patrick Conners

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

Summary	USD
Statement beginning balance.....	76,475.24
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	1.26
Statement ending balance.....	<u>76,476.50</u>
Register balance as of 09/30/2021.....	76,476.50

Details				
Deposits and other credits cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2021	Deposit		Citizens Bank	1.26
Total				1.26

QUAKER VALLEY COG
1020101 Community Development 0710, Period Ending 09/30/2021

RECONCILIATION REPORT

Reconciled on: 10/06/2021
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 (1).....	-185,116.50
Deposits and other credits cleared (1).....	185,116.50
Statement ending balance.....	0.01
Uncleared transactions as of 09/30/2021.....	0.00
Register balance as of 09/30/2021.....	0.01

Details				
Checks and payments cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/04/2021	Journal			-185,116.50
Total				-185,116.50

Deposits and other credits cleared (1)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/02/2021	Deposit		Allegheny County ACED	185,116.50
Total				185,116.50

Additional Information				
Uncleared deposits and other credits as of 09/30/2021				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/10/2021	Transfer			0.00
03/23/2021	Transfer			0.00
Total				0.00

QUAKER VALLEY COG
8320 Citizens Business CC, Period Ending 09/30/2021

RECONCILIATION REPORT

Reconciled on: 10/06/2021
Reconciled by: Patrick Connors

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

Summary		USD
Statement beginning balance.....		509.33
Charges and cash advances cleared (11).....		942.51
Payments and credits cleared (2).....		-688.33
Statement ending balance.....		763.51
Uncleared transactions as of 09/30/2021.....		28.93
Register balance as of 09/30/2021.....		792.44
Cleared transactions after 09/30/2021.....		0.00
Uncleared transactions after 09/30/2021.....		65.10
Register balance as of 10/06/2021.....		857.54

Details				
Charges and cash advances cleared (11)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/01/2021	Expense	3963851018	Google	36.00
09/01/2021	Expense	1476196423	Adobe, Inc.	14.99
09/01/2021	Expense	797309256610816883	Weebly, Inc	154.08
09/01/2021	Expense	9886961984	Verizon Wireless	82.09
09/01/2021	Expense	977593	Powr, Inc	11.99
09/02/2021	Expense	3974844213	Google Voice Inc	10.12
09/14/2021	Expense	3QF15187HX308680K	3 Rivers Wet Weather, Inc.	90.00
09/19/2021	Expense	21092076636	BILL.com	61.32
09/21/2021	Expense	20210921-42944201465	Pennsylvania Association of Notaries	314.35
09/27/2021	Expense	9889141463	Verizon Wireless	81.97
09/28/2021	Expense	1000119736035	Intuit	85.60
Total				942.51

Payments and credits cleared (2)				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
08/31/2021	Bill	8320-08-31-2021	Citizens Bank CC	-509.33
09/10/2021	Credit Card Credit	554328612522002932366	Amazon.com	-179.00
Total				-688.33

Additional Information				
Uncleared charges and cash advances as of 09/30/2021				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/30/2021	Expense	111-8042637-8096601	Amazon.com	13.94
09/30/2021	Expense	1496560444	Adobe, Inc.	14.99
Total				28.93

Uncleared charges and cash advances after 09/30/2021				
DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/01/2021	Expense	991741	Powr, Inc	11.99
10/04/2021	Expense	3996715094	Google	36.00
10/04/2021	Expense	3997970332	Google Voice Inc	15.12
10/04/2021	Expense	SOP.3349-7182-0837-50	Google	1.99
Total				65.10



Executive Director's Report – October 2021

Annual Dinner - The QVCOG Annual Dinner will occur on Wednesday, October 20, 2021 at the Edgeworth Club (511 East Drive, Edgeworth, PA 15143). The QVCOG would like to thank Mr. Kevin Flannery for sponsoring the event. The keynote speakers for the event will be Senator Devlin Robinson (PA-37) & Representative Anita Kulik (PA-45). Two raffles will occur with generated proceeds going towards 412 Food Rescue. Additional information concerning the event including registration details can be found at qvcog.org or by emailing pconners@qvcog.org.

QVCOG Police Chiefs Training – On October 7th the Allegheny County Police Department conducted a presentation for QVCOG Police Chiefs and departmental representatives concerning critical incident response and procedures. The event occurred at the Bellevue Borough Building. The event was a success with nearly every QVCOG municipality being represented. It is anticipated that quarterly meetings for QVCOG Police Chiefs will occur moving forward.

Gaming Economic Development Fund Grant Application - The Gaming Economic Development Tourism Fund (GEDTF) application period is now open and will run **through October 22, 2021**. This Grant allows municipalities and councils of government (COGs) to carry out important economic development projects for current and future use. Administered by the Redevelopment Authority of Allegheny County (RAAC), these grants provide financial assistance to entities to facilitate economic development projects within Allegheny County. This Grant stream has no income requirement and all QVCOG member communities can apply! Eligible projects can be found below.

- A. Economic Development Projects: Projects that promote local economic activity and create and/or retain jobs;
- B. Infrastructure Development Projects: Projects that improve or create infrastructure;
- C. Job Training: Workforce development projects;
- D. Community Improvement Projects: Projects that improve or create civic, cultural, or recreational activities or facilities;
- E. Public Safety Projects: Projects that promote the safety of affected communities;
- F. Public Interest Projects: Projects that improve the quality of life in the affected communities; and
- G. Projects with a \$150,000.00 project budget or greater.

Traveling Glass Dumpster (Avalon Borough) – From October 30th through November 5th Avalon Borough has partnered in sponsoring a traveling glass dumpster provided by the Pennsylvania Resources Council (PRC). The dumpster will be located at Avalon's Public Works Garage (between Frederick Street & New Brighton Road Avalon, PA 15202).

2022-26 Waste & Recycling Contract – The new Waste & Recycling Contract is set to commence on January 1, 2022. For those municipalities participating within the aforementioned contract, a Resolution outlining the desired service package and a executed Agreement with Waste Management are due by the end of this month. Should you have any questions concerning the Contract or required approval documents please reach out to Executive Director Connors ASAP.

COG-Wide GIS Zoning Map – An accessible GIS map is available for all QVCOG member municipalities. This **free** resource provides a “one stop shop” for residents, staff, and business owners to identify designated zoning classifications for any parcel within any participating community. Additionally, users can access the zoning regulations (if available), County Parcel info, Google Street View, and more! To date, 8 municipalities have contributed their zoning information. In effort to build upon this tool please speak with your municipal Staff to ensure all available Zoning Info has been provided to the COG. More info can be found at qvcog.org/cog-wide-gis.

QUAKER VALLEY COUNCIL OF GOVERNMENTS

343 Eicher Road, Pittsburgh, PA 15237

412-766-7458 | www.qvcog.org



8A: Presentation – Sustainable Sewickley

Background

On October 27, 2021 Ms. Suzanne Watters and members of Sustainable Sewickley will be virtually attending the QVCOG Board of Directors meeting to discuss their organization and its mission to provide and promote sustainable programming and events within Sewickley Borough and the surrounding region.

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QUAKER VALLEY COUNCIL OF GOVERNMENTS

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8B: Consideration of Approval for a Concurring Resolution Applying on Behalf of Ben Avon Borough for a 2022 Gaming Economic Development and Tourism Fund (GEDTF) Grant

Background

On October 22, 2021 the Quaker Valley Council of Governments submitted a Gaming Economic Development & Tourism Fund (GEDTF) Grant through the Allegheny County Redevelopment Authority on behalf of Ben Avon Borough. The accompanying Resolution will be relayed to County Officials after the deadline which was October 26, 2021. Ben Avon Borough is seeking **\$200,000** through the fund to perform a comprehensive renovation on their existing municipal facility in order to allow for greater accessibility as well as increased use by all members of the community. Their current municipal building was constructed in 1920 to house the Council Chambers, Police Headquarters and Fire-Fighting services, as well as community activities such as the War Veteran's Club and the Avon Club. The community meeting and activity room is on the second floor. Due to the lack of modern insulation, the room is cold in the winter and hot in the summer, primarily as a result of drafty windows and poorly insulated roof. The proposed project will include abatement of 2,500 square feet of asbestos underlayment in the roof, abatement of lead-based paint at 15 windows, replacement of 2,500 square feet of slate roof, replacement of 1 overhead door, replacement of 15 windows, including lintels, interior and exterior trim.

As the “recipient” of the requested funding Ben Avon Borough will be subject to the QVCOG’s utilization fee policy, highlights of which can be found below:

1. All grant applications prepared on behalf of a member municipality for a **\$500 fee**. This fee recovers staff time and other expenses associated with the application. Grant applications may be identified by the COG or the member municipalities. Although every effort will be made to accommodate member requests, the COG Executive Director may decline to complete an application request. Grants awarded to members through applications submitted by the COG **will be subject to a 2% fee**.
2. Advertising will be charged back to the municipality for whom the project is being performed. Every effort is made to consolidate advertising based upon the projects submitted. The employee staff time development of the advertisement, placing of ad and documenting the advertising will be billed at an hourly rate of \$25.00 with a not to exceed of \$50.00. Notice to Bidders will be aggregated to achieve savings. The cost of advertising will be aggregated, projects will be prorated and billed back to the municipalities.

Action Requested: Approval of the Resolution

QUAKER VALLEY COUNCIL OF GOVERNMENTS

343 Eicher Road, Pittsburgh, PA 15237

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8C: 412 Food Rescue Thank You

Background

During the 2021 QVCOG Annual Dinner and with the assistance of our Door Prize Donors (listed below) we were able to raise over \$450 in donations for 412 Food Rescue. 412 Food Rescue strives to prevent perfectly good food from entering the waste stream by redirecting it to those who are experiencing food insecurity. With the assistance of thousands of volunteers, “food rescue heroes”, their model of food recovery and redistribution prevents perfectly good food from entering the waste stream and brings healthy food directly to people who need it most.

The winner of the 50/50 cash raffle, Edgeworth Borough Mayor, Dr. Gary Smith, donated his winnings (approx. \$230) to 412 Food Rescue. Thank you to all who participated!

Prize Donations

Robinson Pipe Cleaning Co. – 4 Penguins Tickets

HHM Insurors - \$50 Gift Card

Leet Township – Gift Basket

Attachments: “Thank You” email dated 10/22/2021

Thank you for being a #FoodRescueHero!

1 message

412 Food Rescue <danielledewitt@412foodrescue.org>

Fri, Oct 22, 2021 at 11:18 AM

To: "danielledewitt@412foodrescue.org" <danielledewitt@412foodrescue.org>, "pconners@qvcog.org" <pconners@qvcog.org>

Cc: "info@412foodrescue.org" <info@412foodrescue.org>



Patrick Conners, you are a **#FoodRescueHero**, and we can't thank you enough!

Your \$233.00 donation received on 10/21/2021 provides essential support for the community-based efforts that meet the critical needs of our neighbors facing hunger while keeping perfectly good food out of landfills.

With your gift, we will continue to creatively and compassionately ensure that in this time of increased need, food will not be thrown away while 1 in 7 of our neighbors faces food insecurity.

Your belief in the power of people brings the day in which we end hunger and food waste closer to a reality. On behalf of our food donors, volunteers, nonprofit partners and everyone at 412 Food Rescue, thank you for being a **#FoodRescueHero**.

With gratitude,

Leah Lizarondo

Co-founder & CEO

This certifies that no goods or services were provided in exchange for the contribution indicated above. 412 Food Rescue is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code;

EIN 47-3476140 Please retain this email as your donation receipt.

QUAKER VALLEY COUNCIL OF GOVERNMENTS

343 Eicher Road, Pittsburgh, PA 15237

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Agenda Item 8-D: – Approval of 2022 Budget

During its September 15th Regular Meeting the Board reviewed the 2022 Draft Budget and unanimously approved a 10% Dues increase for the 2022 fiscal year. No additional comments concerning the Budget were received. It is requested that the Board review and consider approval of the proposed 2022 Budget.

Highlights

- A decrease in revenues for Project Management (CDBG) of approximately \$10,000 (this decrease is due to lower administrative payroll expenditures compared to previous years);
- 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 Regional Asset District (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
- 10% dues increase for all members of the COG resulting in approximately \$5,000 in additional operating revenue.

In summary, the proposed budget is conservative regarding anticipated revenues due to the uncertainty associated with many funds (i.e. RAD and Program/Service fees). Revenues and Expenditures have been scaled back proportionally. The proposed Budget is balanced with the assistance of the new garbage/recycling contract franchise fee as well as the 10% dues increase (the first since 2017). 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. It is the opinion of the Executive Director that the proposed Budget as presented accurately reflects the COG’s ability to provide a high level of service to all 15 member municipalities for the 2022 fiscal year and beyond.

Attachments:

Proposed 2022 Budget

General Fund	2020 budget	2020 Actual	2021 Budget	10-26-2021	Proposed 2022 budget
Revenue					
4001101 Membership Dues	44,770.00	44,770.00	44,770.00	48,400.00	53,240.00
4002101 Project Management	44,000.00	22,624.56	49,000.00	10,392.00	39,660.00
4003101 Interest Income & Insurance Dividend	25.00	15.28	25.00	8.89	25.00
4004101 Bid Documents	0.00				
4005101 Grant Revenues	20,000.00	27,000.00	0.00	23,125.00	0.00
4005102 General Funds CDBG	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
4006101 Annual Dinner	6,000.00	6,500.00	9,000.00	4,325.00	6,000.00
4006102 Recycling Income	13,418.00	13,131.47	13,418.00	18,502.74	18,000.00
4006103 Utilization Fee	14,400.00	9,580.16	14,000.00	4,240.42	14,000.00
4006104 Associate Members	2,500.00	0.00	1,000.00	0.00	1,000.00
4006108 Service Fees - Revenue	18,200.00	25,413.20	20,000.00	19,780.50	6,000.00
4007101 Regional Asset Tax	5,000.00	5,000.12	5,000.00	263.65	300.00
4008101 Commission/Dividends	200.00	91.00	91.00	91.70	91.00
4012102 Advertising Reimbursement		0.00	700.00	341.00	200.00
Sales of Services (software)				\$ 2,045.60	\$ 0.00
0000000 Garbage Contract Franchise Fee					\$ 10,416.00
Total Revenue	\$ 176,013.00	\$ 167,470.74	\$ 164,504.00	\$ 139,016.50	\$ 156,432.00
EXPENDITURES					
6001000 ADVERTISING					
6001102 Advertising - General	500.00	97.17	100.00	368.08	400.00
6006101 Advertising - CDBG		167.40		173.60	400.00
6001101 ADMINISTRATIVE PAYROLL					
6001099 Executive Director Salary	57,600.00	57,600.00	57,600.00	57,479.60	75,190.00
6001100 Administrative Assistant Salary	33,000.00	35,680.80	34,500.00	9,336.60	0.00
6001109 Contractor Code Enforcement				3,687.50	3,000.00
6001110 Contractor Zoning Technical Assistance				2,125.50	2,500.00
6001111 Contractor Financial Services				1,173.00	2,000.00
6001112 Intern Salary					6,000.00
6001107 Contractor Employee Payroll	9,200.00	9,200.00	9,200.00	1,437.00	0.00
6001108 Employer Deferred Compensation	1,650.00	815.10	1,650.00	0.00	3,760.00
6003103 Workmen's Comp. Insurance	700.00	-132.19	150.00	207.90	200.00
6002110 Employer Paid Taxes		1,969.28		244.52	
6002102 Payroll Taxes	3,000.00	977.19	3,000.00	2,751.03	4,000.00
6002104 Unemployment Compensation Tax	1,960.00	500.00	800.00	844.33	800.00
Total 6001101 Administration Payroll	\$ 102,150.00	\$ 103,163.71	\$ 103,100.00	\$ 79,286.98	\$ 99,300.00
6004101 Travel Expense	100.00	10.00	25.00	303.00	400.00
6008101 Office Supplies & Maintenance	2,980.00	3,902.59	1,000.00	2,769.77	2,932.00
6008102 Dues, Memberships, Subscriptions	2,600.00	1,401.77	1,000.00	935.35	1,300.00
6008103 Miscellaneous Expenditures	300.00	0.00	300.00	179.00	300.00
6008104 Recycling	8,800.00	11,511.71	13,418.00	13,098.00	14,500.00
6010100 Bank Fees	300.00	537.63	400.00	298.70	400.00
6010101 Legal and Accounting	5,000.00	6,200.00	5,000.00	3,837.50	7,000.00
6012101 Phone and Internet Expense	3,000.00	3,664.22	1,000.00	2,063.37	1,000.00
6013101 Annual Dinner Expense	4,600.00	1,063.78	4,500.00	376.68	5,000.00
6014101 Insurance Expense	2,125.00	2,199.82	2,000.00	1,616.40	2,200.00
6016101 Office Rent Expense	7,260.00	7,356.80	3,000.00	3,180.00	2,400.00
6016103 Data Processing	17,798.00	18,086.81	17,000.00	17,702.89	17,500.00
6017101 Conference & Meetings	280.00	171.47	100.00	440.00	1,000.00
6019101 SHACOG Joint Purchasing	1,000.00	1,148.33	1,200.00	1,207.20	1,200.00
6017104 Purchases for Resale	2,500.00	8,159.58	7,561.00	2,488.20	0.00
6008108 Planning Grant Expense	0.00	1,581.27			
6008109 Green Light Go	0.00	27,000.00			
608107 Garbage Contract Consultant	0.00	0.00	0.00	3,500.00	0.00
Total Expenditures	\$ 166,553.00	\$ 202,980.87	\$ 164,504.00	\$ 113,922.78	\$ 156,432.00
Net Operating Revenue					\$ 0.00
Net Revenue Increase/(Decrease) Fund Balance					\$ 0.00

QUAKER VALLEY COUNCIL OF GOVERNMENTS

343 Eicher Road, Pittsburgh, PA 15237

412-766-7458 | www.qvcog.org



Agenda Item 9-A: – 2022-26 Waste and Recycling Contract Agreement & Resolutions

During its August 18th Regular Meeting the Board recommended that the 11 participating municipalities move forward in awarding the 2022-26 Waste & Recycling Contract to Waste Management. Since that time, the QVCOG has received the required executed Resolution & Agreement from the following municipalities: Aleppo Township, Avalon Borough, Ben Avon Borough, Edgeworth Borough, Glen Osborne Borough, & Sewickley Borough. The following municipalities **have not** provided the required documentation.

- Bellevue Borough
- Emsworth Borough
- Glenfield Borough
- Kilbuck Township
- Leet Township

In summary, these documents will need to be executed and sent to the QVCOG **no later than November 22, 2021.**

Attached Documents: Sample Resolution & Agreement

ARTICLES OF AGREEMENT

The Contractor agrees, under the conditions set forth in a bond, which is attached and made a part of this Agreement, to furnish all necessary materials, labor, plant, machinery and equipment, and at its own risk and expense, and to complete such work and or furnish such materials, for the prices as shown on the attached proposal. For the purpose of this Agreement, the Bid Document and its addendums, issued by the QVCOG Participating Municipalities, including such instructions, specifications, and or conditions of agreement; and also the proposal submitted by the Contractor including the forms, narratives and any Exhibits; all of which are attached hereto, shall comprise the full and complete understanding between the Contractor and QVCOG Participating Municipalities.

MADE AND ENTERED INTO on _____ 2021 by and between QVCOG Participating Municipality and the Contractor.

A signature page for each municipality with their selected services and their resolution to award the contract will be attached.

MUNICIPALITY

Council Board President

Signature Date

Mayor

Signature Date

Manager

Signature Date

WITNESSED:

AND

Company Waste Management of Pennsylvania Inc.

Authorized Contractor Michael Magee

Signature of Authorized Contractor Michael Magee

Date July 22, 2021

NOW, THEREFORE, THIS AGREEMENT WITNESSED:

Tracey L. Davies
Notary Public

Michael Christ
Michael Christ

State of Pennsylvania

County of Allegheny

Commonwealth of Pennsylvania - Notary Seal
Tracey L. Davies, Notary Public
Allegheny County
My commission expires May 2, 2025
Commission number 1276393
Member, Pennsylvania Association of Notaries

Municipality Name
ALLEGHENY COUNTY, PENNSYLVANIA
RESOLUTION No.

A RESOLUTION OF THE (ENTER NAME OF MUNICIPALITY) ENTERING INTO A SERVICE AGREEMENT WITH WASTE MANAGEMENT TO PROVIDE SOLID WASTE AND DISPOSAL SERVICES beginning January 1, 2022 until December 31, 2026

WHEREAS the (Municipality Name) desires to participate in the 5-year (2022-26) Solid Waste and Recycling Contract

NOW THEREFORE be it resolved by the Council/Board of (Municipality Name) does hereby select the following service package for the aforementioned contract:

1. The (Municipality Name) selects Option A/B;
2. The (Municipality Name) selects Weekly Curbside/Backdoor Waste Collection in the amount of \$ _____/month;
3. The (Municipality Name) selects (every other week curbside recycling collection/weekly curbside recycling collection) in the amount of \$ _____/month; and
4. The (Municipality Name) selects to opt-in/opt-out from the Household and Hazardous & E-Waste Waste Collection in the amount of \$ _____/month;

Total monthly charges shall be in the amount of \$ _____ for Year 1 of the Agreement

Total monthly charges shall be in the amount of \$ _____ for Year 2 of the Agreement

Total monthly charges shall be in the amount of \$ _____ for Year 3 of the Agreement

Total monthly charges shall be in the amount of \$ _____ for Year 4 of the Agreement

Total monthly charges shall be in the amount of \$ _____ for Year 5 of the Agreement

*Bidder shall notify all residents of the backyard service option no later than the first pickup day of each Municipality as specified in Instructions to Bidder.

Date

Municipality

Manager/Secretary Signature

President Signature

PRC'S TRAVELING GLASS RECYCLING BIN

PRESENTED BY



SPONSORS

Quaker Valley Council of Governments



Borough of Avalon

Owens-Illinois, Inc.

CAP Glass

Support this and other
PRC programs by
becoming a member today at
www.prc.org/membership

**NOT
ACCEPTED:**

cut glass
glass bakeware
mirrors
porcelain and ceramics
stemware
light bulbs
TVs
window glass
all other materials
including recyclables

Sat., Oct. 30 - Thu., Nov. 4, 2021

7 a.m. – Sundown daily, self-serve drop-off

Avalon Public Works Garage

Frederick St. and New Brighton Road

Location under video surveillance

Brought to you by Quaker Valley Council of Governments

TYPES OF GLASS ACCEPTED:

All colors of glass bottles, jars and jugs **ONLY**

- Caps, lids and labels are acceptable
- Empty all containers



For a complete schedule of PRC's Traveling Glass Recycling Bin locations, visit

prc.org/glassrecycling

QUAKER VALLEY COUNCIL OF GOVERNMENTS

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Agenda Item 10: CDBG Status Report – October 2021

CD Year 46 Projects

No Action Needed

- CD 46-7.4a – Leet Township - Eckert, Willow & Neely ADA Sidewalk Project
 - o The contractor commenced their operation on 9/27/21.
- CD46-3.12.13 – Edgeworth Municipal Authority - Waterline Beaver to Ambridge Avenue
 - o Project Complete. The COG submitted Payment Requests No. 2 & No. 3 which are both under review by Allegheny County Department of Economic Development.
- CD46-3.11.9 - Bellevue Borough - 529 Tingley Ave Demolition & CD46-3.11.10 - Bellevue Borough – 255 Dakota Ave Demolition (Blight Remediation)
 - o Project was placed on PennBid platform on 10/22/2021. Due to QVCOG advertising error, the public notice will be re-advertised within Post-Gazette Local Edition on November 4, 2021. Bid opening will occur on November 29, 2021.

ACTION NEEDED

- CD 45-3.11.22 – Leetsdale Brough – 240 Beaver Street Demolition Project (Blight Remediation)
 - o Awaiting Issuance of Demolition Permit from Leetsdale Borough’s third-party building inspection agency. Demolition may occur once the permit is secured.
- CD46-7.4b - Kilbuck Township - ADA Parking & Walkway Project
 - o The contractor has completed the project. Awaiting final inspection from Township Engineer prior to requesting funding release.

CD Year 47 Projects

No Action Needed

- CD47-7.4c – Leetsdale Borough - Kohlmeyer Park ADA Parking Project
 - o CD Year 47 Public Improvement Contract finalized on 10/20/2021. The QVCOG will be working with Borough Engineer to put project out to bid in the coming weeks.
- CD 47-7.4b - Leet Township - Eckert, Willow, & Neely Street ADA Sidewalk Project
 - o CD Year 47 Public Improvement Contract finalized on 10/20/2021. The QVCOG will be working with Township Engineer to put project out to bid in the coming weeks.
- CD 47-7.4a - Bellevue Borough - Bayne Park Retaining Wall
 - o CD Year 47 Public Improvement Contract finalized on 10/20/2021. The QVCOG will be working with Borough Engineer to put project out to bid in the coming weeks.
- CD 47 -3.11.6 - Bellevue Borough - Dakota Ave Blight Remediation
 - o Waiting for Allegheny County Department of Economic Development to enter project into CD 47 Contract.