

QUAKER VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY BOARD OF DELEGATES MEETING

January 17, 2024

The meeting took place at the Sewickley Public Library (500 Thorn Street, Sewickley, PA 15143) and was also broadcast and recorded via Zoom and made available on the QVCOG website at the conclusion of the proceedings.

Executive Director Connors called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Roll call was taken.

The following members were in attendance:

**Aleppo:** Art Williams

**Avalon:** Roberta Edwards\*

**Bell Acres:**

**Bellevue:**

**Ben Avon:** Tavia Washington\*

**Edgeworth:**

**Emsworth:** Abby Donovan\*

**Sewickley Heights:** Nathan Briggs\*

**Glen Osborne:** Barbara Carrier

**Glenfield:** Paul Carmody

**Haysville:** Amy Paff\*

**Kilbuck:** Daryl Hartman

**Leet:** Donna Adipietro

**Leetsdale:** Beth Carroll

**Sewickley:** Julie Barnes

\*Attended the meeting via Zoom.

**Introduction of new QVCOG Board Delegates:** Executive Director Connors reported that a number of new Delegates have been appointed to the Board in the new year. He introduced Ms. Beth Carroll (Leetsdale Borough), Ms. Maria Napolitano (Leetsdale Borough Alternate), Ms. Abby Donovan (Emsworth Borough), & Ms. Donna Adipietro (Leet Township) and asked them each to say a few words. He concluded by highlighting a number of new Alternate Delegates have also been appointed. The Board proceeded to introduce themselves to each of the new Delegates.

**QVCOG 2024 Reorganization (Appointment of Officers):**

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

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

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

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

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

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

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

#### **QVCOG Board President**

After some discussion, Ms. Barnes nominated Barbara Carrier to serve as President of the QVCOG Board of Delegates for 2024. With no further nominations, Mr. Williams moved to appoint Barbara Carrier as QVCOG Board of Delegates President for 2024. Ms. Edwards seconded the motion. The motion passed on a unanimous voice vote.

#### **QVCOG Board Vice-President**

After some discussion, Ms. Carrier nominated Julie Barnes to serve as Vice-President of the QVCOG Board of Delegates for 2024. With no further nominations, Ms. Carrier moved to appoint Julie Barnes as QVCOG Board of Delegates Vice-President for 2024. Ms. Paff seconded the motion. The motion passed on a unanimous voice vote.

#### **QVCOG Treasurer**

After some discussion, Ms. Carrier nominated John Schwend as Treasurer of the QVCOG Board of Delegates for 2024. With no further nominations, Ms. Carrier moved to appoint John Schwend as QVCOG Treasurer for 2024. Ms. Barnes seconded the motion. The motion passed on a unanimous voice vote.

**Public Comment:** None.

#### **Approval of December 20, 2023 Meeting Minutes:**

Mr. Williams moved to approve the December 20, 2023 meeting minutes as presented. Ms. Barnes seconded the motion. The motion carried on a unanimous voice vote.

#### **Approval of December Financial Reports, Payroll, and Unpaid Bills:**

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

**President's Report:**

Ms. Carrier thanked all of the Delegates for volunteering their time to the organization in the new year. She

**Route 65 Report:**

Executive Director Connors stated that the recently re-formed Route 65 Committee had met on January 10<sup>th</sup> via Zoom to discuss the group's goals for the new year. Ms. Barnes provided a brief overview of Route 65 noting the strategic design guide that was produced by Michael Baker International. She cited the need for an intergovernmental agreement amongst all fifteen members to move forward with tangible improvements to the Boulevard. She proceeded to outline an incremental approach to building a consensus amongst QVCOG member communities in the year ahead.

**Grant Status Report:**

Executive Director Connors provided brief updates concerning all active CDBG & GEDTF projects, citing that the QVCOG was awarded five GEDTF projects for the 2023 application cycle earlier that day. He proceeded to summarize the project scopes and award amounts.

- Glen Osborne Borough – \$134,800 for cured in place pipelining of 3,180 linear feet to replace old and deteriorated eight-inch clay sanitary sewer pipe along Beaver Road from Davis Lane to Sycamore Road.
- Haysville Borough - \$200,000 to remove an existing stone wall, guardrail and excavation, as well as clearance and grubbing of an adjacent public right of way. The project will also include the construction of concrete culverts, milling and the installation of a jersey barrier wall.
- Leetsdale Borough - \$228,000 to replace the existing deteriorated and hazardous boat launch ramp.
- Kilbuck Township - \$165,000 to repair Kilbuck Township's sewers.
- Bellevue Borough - \$25,000 to install a garbage enclosure; construct an ADA restroom building; implement sidewalks and accessibility routes connecting the restroom and the park; and relocate existing site elements.

**Executive Director's Report:**

Allegheny County Survey – Executive Director Connors reported that newly elected Allegheny County Executive Sara Innamorato and her transition team have put together a comprehensive survey for County residents. He stated that the goal is to hear from residents of all backgrounds and from every Allegheny County municipality. He highlighted that the survey is expected to remain available throughout the month of January. He encouraged QVCOG member communities to share the survey on their websites, social media pages, etc. He cited that the survey results are expected to be used to inform the Innamorato Administration's governing agenda. He noted that this is a great opportunity for QVCOG member communities and their residents to help shape how the County government invests its resources and delivers services.

Municipal Intern Program – Executive Director Connors highlighted the Local Government Academy's Municipal Intern Program connects local governments with

enthusiastic undergraduate or graduate students seeking real-world experience working at the grassroots level. He reported that eligible placement sites include municipalities, councils of governments, and municipal authorities in Southwestern Pennsylvania. He cited that applications for host sites are open on LGA's website from January 8 - February 9, 2024. He stated that recent MIP projects have included, but are not limited to, MS4, blight remediation, code enforcement, trail development, sustainability initiatives, community engagement, historical preservation, and asset management. He encouraged any QVCOG member communities interested in applying for a municipal intern to contact him prior to submitting an application.

Marshall Bond Local Government Internship – Executive Director Connors stated the Bond/WAPMM Local Government Internship Program is a partnership between the Western Association of Pennsylvania Municipal Management (WAPMM) and the Graduate School of Public and International Affairs (GSPIA), University of Pittsburgh. He reported that the Program is funded by an endowment through the University of Pittsburgh established by former Municipal Manager and GSPIA Alumnus, Marshall W. Bond. He cited that the Program is available at no financial cost to the successful municipal applicant, but municipalities are encouraged to supplement the endowment stipend. He highlighted that this opportunity has been developed to help identify, encourage, and train up future municipal managers. Applications may be found by visiting [qvcog.org](http://qvcog.org) and are due by February 29, 2024.

Tri-Borough Emergency Response Committee – Executive Director Connors reported that a number of volunteers have agreed to assist in the formation of the Tri-Borough (Glenfield, Glen Osborne, & Haysville Boroughs) Emergency Response Committee. He noted that he would be working with the volunteers to establish a meeting date to begin to identify priorities and goals for the group in the new year. Ms. Paff noted some of the challenges that led to the establishment of the group. Ms. Carroll cited that Leetsdale Borough also faces similar challenges, specifically proximity and emergency access to the Norfolk Southern rail line. She noted her interest in participating within the group.

### **New Business:**

**Letters of Support - SPC and PennDOT District 11 - Evaluation of the Intersection of River Road and Route 65:** Executive Director Connors cited that per an email from the Office of Representative Valarie Gaydos (PA-44), the Route 65 corridor and intersection at River Road was a concern brought to her attention by several QVCOG municipalities. He noted that members from PennDOT District 11 have recommended that all municipalities concerned with the aforementioned intersection write a letter to the Southwest Pennsylvania Commission (SPC) and their office requesting funding for a study to investigate all available options at the intersection of Route 65 and River Road. He stated that in an effort to advocate for impacted member communities, it is proposed that the QVCOG submit a letter of support to both SPC and PennDOT District 11. He cited that once finalized, both letters will be provided to member communities as a template, should they wish to utilize it.

Ms. Barnes moved to direct Executive Director Connors to write letters of support to the Southwest Pennsylvania Commission and PennDOT District 11 requesting funding for a study to investigate all available options at the intersection of Route 65 and River

Road. Mr. Hartman seconded the motion. The motion passed on a unanimous voice vote.

**Old Business:**

None.

**Other Concerns of the Delegates:**

Glen Osborne: Ms. Carrier highlighted that the Borough would be utilizing Geographic Information Systems (GIS) to map out infrastructure projects for future planning.

Haysville: Ms. Paff cited her excitement regarding the GEDTF grant award and noted her expectation to apply for future grants for the Borough.

Kilbuck: Mr. Hartman cited that the Township is in the process of updating their zoning ordinance to include bee keeping to allow a resident to sell small amounts of honey. He stated that goats and sheep are also being added to the ordinance. He concluded by noting that the Township may seek an intern over the summer to categorize the former Dixmont State Hospital's cemetery.

Leet Township: Ms. Adipietro stated that the Township is seeking to update its war memorial and sought recommendations from the group regarding their memorials.

Leetsdale Borough: Ms. Carroll stated that the Borough is seeking a solution to reduce expenses associated with their municipal splash pad which is widely used by patrons from around the region. A discussion regarding parks and recreational grants ensued.

Sewickley Borough: Ms. Barnes cited that the Borough has utilized grant services through Gateway Engineering. She continued by highlighting ongoing projects including a retaining wall repair along Crescent Avenue and wastewater treatment plant improvements. She concluded by encouraging new delegates to attend the Allegheny League of Municipalities (ALOM) conference in the Spring.

Adjournment: Mr. Hartman moved to adjourn. The motion was seconded by Mr. Williams. The motion was carried by unanimous voice vote and the meeting was adjourned at 8:11 p.m.

The next meeting is scheduled for February 21, 2024 at 7:00 p.m. and will take place at the Sewickley Public Library (500 Thorn Street, Sewickley, PA 15143). The meeting will be simultaneously broadcast on the Zoom platform, open to the public, and recorded. Please visit [qvcog.org](http://qvcog.org) for further information.

Respectfully Submitted,

Patrick M. Conners  
Executive Director