

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

October 19, 2022

The meeting took place at the Edgeworth Borough Building (301 Beaver Road, Edgeworth, PA 15143) and was also broadcast and recorded via Zoom and made available on the QVCOG website at the conclusion of the proceedings.

Board President Carrier called the meeting to order at 7:04 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: Amanda Muzichuck *
Bellevue: Sabreena Miller *	Kilbuck:
Ben Avon: Rick Wagner	Leet: Marty McDaniel
Edgeworth: John Schwend	Leetsdale: Jeffrey Weatherby
Emsworth: Paul Getz	Sewickley:
Sewickley Heights: Nathan Briggs	

*Attended the meeting via Zoom.

Public Comment: None.

President Carrier invited the WM team in attendance to speak before the Board.

WM Service Discussion:

Executive Director Connors reported that 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).

Ms. Deanna Jenkins & Mr. Matt Lind (both Senior Route Managers) noted the staffing issues that WM and other solid waste/recycling haulers are facing. Ms. Jenkins then cited that when needed, alternate disposal sites and drivers have been utilized which may have resulted in some delays and confusion along QVCOG service routes. Citing the difference between individual and aggregate billed accounts Mr. Christ inquired if a list of addresses for each participating community would be available. A discussion ensued. The Board thanked the WM team for their time.

Approval of September 21, 2022 Meeting Minutes:

Mr. Wagner moved to approve the September 21, 2022 meeting minutes as presented. The motion was seconded by Mr. Weatherby. The motion carried with Mr. Getz abstaining due to his absence at the September meeting.

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

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

President's Report:

President Carrier thanked the QVCOG's Budget Committee for volunteering their time on reviewing the 2023 Budget.

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 the QVCOG is currently in the process of submitting 8 "Final" Applications for CDBG Year 49 (2023-24) on behalf of member communities and affiliated organizations. A discussion concerning payment and project award delays ensued.

Executive Director's Report:

Shared Equipment Grant Award – Executive Director Conners announced that the QVCOG received an equipment award from the Pennsylvania Chiefs of Police Association in the amount of \$5,433.77 through the "Latent Evidence Improvement Project". He reported that the grant award was used to procure a digital camera kit which may be utilized by our region's 9 Police Departments. He stated that the Ohio Township Police Department will be taking the lead on the storage of the camera and have stated an intention to train QVCOG member departments on latent fingerprint capture practices.

Active Shooter Training – Executive Director Conners reported that on November 21st and 22nd QVCOG police departments will be participating in a two-day comprehensive active shooter training course. He highlighted that 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 – Executive Director Conners stated that the QVCOG received a request for support from the City of Pittsburgh and the Manchester Citizens Corporation for the pursuit of a USDOT Reconnecting Communities grant. Citing an impending application deadline of October 10th he stated that the QVCOG submitted a letter of support for the application. He highlighted that the grant would be used for an alternative planning transportation study for a portion of Route 65 with a focus on possible ways to help reconnect the Manchester-Chateau neighborhoods that are bisected by the highway.

He concluded by providing a brief update concerning the new yard-waste drop-off program and Redgate Road traffic study being conducted by PennDOT District 11.

New Business:

Consideration of a Resolution Establishing 2023 Schedule of Dues:

As the Bylaws of the Quaker Valley Council of Governments stipulates, the Board of Delegates must review and establish a schedule of dues each year. Executive Director Connors presented a schedule of dues for the 2023 Calendar Year which kept the structure identical with 2022's.

After some discussion, a motion was made by Mr. Weatherby with a second by Mr. Getz approving the 2023 Schedule of Dues as presented. The motion was carried by a unanimous voice vote.

Consideration of 2023 Fiscal Budget:

Executive Director Connors began the discussion by citing that the 2023 Budget is based upon membership dues remaining at current levels. He highlighted that on October 14th the QVCOG's Budget Committee convened to review the proposed budget. He then proceeded to provide a summary of the proposed 2023 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.

He summarized by stating that the proposed budget allows for the continued growth of QVCOG services and programming while remaining conservative towards overall expenditures. He noted that a substantial portion of anticipated revenues (\$25,500.00 or 14%) are slated to be transferred into the Capital Fund for future collaborative projects. He cited that both he and the Budget Committee believe 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.

After a recommendation from Mr. Schwend the Board entered an Executive Session to discuss a personnel matter at 7:40 p.m. The Board returned from the Executive Session at 8:05 p.m.

Mr. Getz moved to table consideration of the 2023 Budget to allow for further review and analysis from the Budget Committee. Mr. Weatherby seconded the motion. The motion carried on a unanimous voice vote.

Legal Advertisement Discussion:

Ms. Miller noted challenges facing both Avalon Borough and Bellevue Borough due to the Citizen News ending their printed newspaper publication. Citing the cost of advertising within the Pittsburgh Post-Gazette and the PPG's current labor strike she expressed her concerns with the legal advertisement requirements required by the various Pennsylvania municipal codes. She then highlighted ongoing discussions within the legislature.

After some discussion a motion was made by Mr. Getz with a second from Mr. Weatherby directing Executive Director Connors to produce a comprehensive letter requesting that QVCOG state representatives and senators consider legislation revising

municipal legal advertisement requirements. The motion was carried by a unanimous voice vote.

Old Business:

None.

Other Concerns of the Delegates:

Ben Avon Borough: Mr. Wagner noted ongoing discussions concerning a proposed Verizon Wireless mini cell-phone tower within Ben Avon Borough. A discussion ensued.

Emsworth Borough: Mr. Getz stated that he attended the fall Pennsylvania State Association of Boroughs (PSAB) conference highlighting a discussion concerning Act 57 which outlines a municipality's responsibility concerning residential tax forgiveness.

Leet Township: Mr. McDaniel noted that the Township is updating various zoning ordinances including consideration of legislation that would ban residents from feeding wild animals. He cited the use of the QVCOG's Zoning Technical Assistance Program for the recent zoning updates.

Adjournment: Mr. Weatherby moved to adjourn. The motion was seconded by Mr. Getz. The motion carried by unanimous voice vote and the meeting was adjourned at 8:20 p.m.

The next meeting is scheduled for November 16, 2022 at 7:00 p.m. and will take place at the Bellevue Borough Building (537 Bayne Avenue, Pittsburgh, PA 15202). 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