



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

Bellevue Borough Building  
537 Bayne Avenue  
Bellevue, PA 15202

Wednesday, April 19, 2023  
7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment/Guests
5. Approval of March 15, 2023 Meeting Minutes
6. Approval of March 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. Route 65 Traffic Enforcement Request
12. Old Business
  - A. Railroad Safety Letter
13. Other Concerns by Delegates
14. Adjournment

QUAKER VALLEY COUNCIL OF GOVERNMENTS  
MONTHLY BOARD OF DELEGATES MEETING

March 15, 2023

The meeting took place at the Avalon Borough Building (640 California 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.

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:

<b>Aleppo:</b>	<b>Glen Osborne:</b> Barbara Carrier
<b>Avalon:</b>	<b>Glenfield:</b>
<b>Bell Acres:</b> Carmee Murphy-Horton*	<b>Haysville:</b> Amy Paff*
<b>Bellevue:</b> Sabreena Miller*	<b>Kilbuck:</b> Jean-Sebastien Valois
<b>Ben Avon:</b> Tavia Washington*	<b>Leet:</b> Martin McDaniel*
<b>Edgeworth:</b>	<b>Leetsdale:</b>
<b>Emsworth:</b>	<b>Sewickley:</b> Julie Barnes
<b>Sewickley Heights:</b>	

\*Attended the meeting via Zoom.

**Public Comment:** None.

**Approval of February 15, 2023 Meeting Minutes:**

Mr. Valois moved to approve the February 15, 2023 meeting minutes as presented. Ms. Barnes seconded the motion. The motion carried on a unanimous voice vote.

**Approval of February Financial Reports, Payroll, and Unpaid Bills:**

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

**President's Report:**

President Carrier stated her goal of integrating more sustainable initiatives including expanding the region's recycling capacity. She cited the recent legislative ban on plastic bags within the city of Pittsburgh. A discussion regarding a similar initiative within QVCOG member communities ensued. Ms. Murphy-Horton cited the formation of Bell Acres Borough's Environmental Advisory Council (EAC). She also noted her community's involvement with the Big Sewickley Creek Watershed Association. Ms. Barnes noted that she was set to meet with Mr. Dan Brown of PennEnvironment in the

coming weeks. She highlighted that Mr. Brown was involved with the City of Pittsburgh's plastic bag ban.

**Route 65 Report:**

Ms. Barnes reported that since the February 15th Board meeting she along with President Carrier and Executive Director Connors had met with both the Southwestern Pennsylvania Commission (SPC) and Michael Baker International (MBI) to discuss the continuation of the Route 65 Corridor Strategic Planning Guide. She provided various details regarding the meetings and noted her desire to see the formation of an Intergovernmental Cooperation Agreement between QVCOG member communities for the continued evaluation of Route 65.

**CDBG Status Report:**

Executive Director Connors provided brief updates concerning all active CDBG projects.

**Executive Director's Report:**

Reconnecting Communities Pilot (RCP) Grant Award – Executive Director Connors reported that \$1.4 million in federal funding was awarded to the City of Pittsburgh and the Manchester Citizens Corporation from the U.S. Department of Transportation's (DOT) Reconnecting Communities Pilot grant program, created by the Infrastructure Investment and Jobs Act. He stated that the project will study ways to reunite the Manchester and Chateau neighborhoods while keeping those who travel on PA-65 safe and connected. He highlighted that according to the project's application, "Construction of Route 65 "severed these neighborhoods, inflicting lasting detrimental effects on the community." He cited that the QVCOG provided a letter of support for the project's application and hopes to emulate the project's success in its continuing evaluation of the Route 65 corridor.

Transportation Survey – Executive Director Connors reported that PennDOT and the Southwestern Pennsylvania Commission (SPC) are seeking public input for its 2025 12-year Transportation Program Update. He stated that interested parties are encouraged to share their transportation priorities, including specific infrastructure improvements for our region (i.e. Route 65). He highlighted that the survey may be completed digitally or by requesting a paper copy.

LGA Municipal Intern Program Awards – Executive Director Connors reported that a total of three QVCOG member communities were selected as host sites for the Local Government Academy's (LGA) 2023 Municipal Intern Program (MIP). The aforementioned communities and projects can be found below:

- Avalon Borough - Blighted Property and Code Enforcement Initiative;
- Edgeworth Borough - Sidewalk Repair Project; and
- Leetsdale Borough - Community Revitalization Project

May Mart/Tree Pittsburgh Adoption Event – Executive Director Connors reported that the Sewickley Civic Garden Council will be partnering with Tree Pittsburgh during its May Mart event to deliver trees to residents of Quaker Valley COG member communities as well as the general public. He cited that interested participants may register for a tree by visiting [treepittsburgh.org](http://treepittsburgh.org). He noted the giveaway would take

place during May Mart on Saturday, May 13, 2023, between 9:00 AM - 11:00 AM, next to KeyBank (400 Broad Street, Sewickley, PA).

### **New Business:**

#### Guest Speaker - Ms. Sara Innamorato - Candidate for Allegheny County Executive:

State Representative Sara Innamorato (PA House District 21) came before the Board via Zoom to introduce herself as a candidate for the Democratic Party's nomination for Allegheny County Executive. She discussed her background and outlined various initiatives that she would pursue if she were to be elected to the post. The Board thanked Ms. Innamorato for her time and appearance.

#### Consideration of a Service Proposal Submitted by Michael Baker International:

Executive Director Connors stated that in an effort to build upon the Strategic Design Guide for the Route 65 corridor (finalized and presented January 2022) the QVCOG has engaged in discussions with Michael Baker International (MBI). He noted that MBI was the engineering firm who completed the aforementioned Design Guide. He highlighted that since the Design Guide's finalization, the QVCOG's Executive Committee has met with representatives from the Southwestern Pennsylvania Commission (SPC), PennDOT District 11, and PennDOT CONNECTS. He noted that while these meetings have been informative, it is the opinion of the QVCOG's Executive Committee that the organization needs technical assistance in moving any initiative(s) regarding Route 65 forward.

He continued by outlining a proposal provided by MBI in an effort to better understand the costs associated with the construction of a collaborative document/agreement for all 15 QVCOG member municipalities to consider. He summarized the goal of the collaboration would be to utilize MBI's technical expertise to help identify attainable strategic goals regarding Route 65 (i.e. safety, sustainability, infrastructure enhancements, etc.). He stated that the goals would be both short-term as well as long-term. He concluded by stating the purpose of the final document would not be to request funding from member communities, but rather to solidify a shared commitment to the continued evaluation of Route 65. He cited that should the MBI proposal be approved by the QVCOG's Board of Delegates, the costs would be paid from the organization's capital fund.

After some discussion, Mr. Valois moved to approve a technical assistance agreement between the QVCOG and Michael Baker International for the formation of a Route 65 strategic guidance summary and agreement for each member community to consider. He highlighted that the cost of the agreement shall not exceed \$2,500.00. Ms. Barnes seconded the motion. The motion passed on a unanimous voice vote.

#### Railroad Safety Discussion:

Ms. Paff reported that Haysville Borough, Glenfield Borough, and Glen Osborne Borough would be convening on March 16th for an emergency meeting on the topic of Norfolk Southern's rail lines which run through all three municipalities. She cited that

on multiple occasions, trains have stopped on the tracks which has resulted in sections of the communities being cut off from emergency service access. Mr. Valois noted the value in bringing all of the region's emergency management coordinators together for an in-person meeting.

Ms. Barnes stated that in the wake of recent national railroad incidents, specifically the East Palestine, Ohio derailment event on February 3, 2023, Sewickley Borough Council President Cynthia Mullins has asked that the QVCOG discuss the topic of railroad safety. She highlighted that President Mullins has asked the QVCOG to send a letter to our region's state and federal representatives voicing the concerns of residents regarding railroad safety.

After some discussion, Ms. Barnes moved to authorize a correspondence that shall be sent to regional state and federal representatives on the topic of railroad safety. Ms. Paff seconded the motion. The motion carried on a unanimous voice vote.

### **Old Business:**

#### Allegheny County Economic Development Update:

Executive Director Connors reported that at its February 15<sup>th</sup> meeting the QVCOG Board of Delegates unanimously moved to send a correspondence to Allegheny County Economic Development (ACED) citing its unresponsiveness and delays related to the CDBG Year 47 administrative cost report distribution (contract year ended June 30, 2022). He highlighted that a correspondence was prepared, but with multiple phone calls/emails ACED expedited the processing of the aforementioned cost report. He cited that on March 3, 2023 the QVCOG received Check No. 5697844 in the amount of \$26,303.22. He highlighted that with the payment being received the prepared correspondence was not sent to ACED.

### **Other Concerns of the Delegates:**

Bellevue Borough: Ms. Miller highlighted that many residents of Bellevue Borough have voiced their concerns regarding railroad safety. She also stated that she knows the Executive Director of the Manchester Citizens Corporation (MCC) who was recently awarded a grant through the Reconnecting Communities Pilot program. She noted that the QVCOG would be wise to engage with the MCC in future Route 65 endeavors. She then inquired if other communities have had issues related to residential power outages. Ms. Barnes noted that residents of Sewickley's Ward 1 faced a similar circumstance during January. A discussion ensued.

Haysville Borough: Ms. Paff provided an update regarding Redgate Road citing that on March 14<sup>th</sup> a meeting was convened between regional law enforcement, PennDOT, Aleppo Township, Sewickley Borough, Glen Osborne Borough, and Haysville Borough. She highlighted that all parties reviewed the road's topography, etc. She concluded by reporting that PennDOT would be working with the municipalities to erect temporary signage related to trucking limits in the coming months.

Kilbuck Township: Mr. Valois noted that Kilbuck Township would be repairing stormwater infrastructure throughout the township in 2023.

Leet Township: Mr. McDaniel provided a brief update regarding the proposed Quaker Valley High School project.

Sewickley Borough: Ms. Barnes reported that after a lengthy evaluation period, Sewickley Borough Council approved a measure to enhance its municipal sewage treatment plant.

**Adjournment:** Mr. Valois moved to adjourn. The motion was seconded by Ms. Barnes. The motion was carried by unanimous voice vote and the meeting was adjourned at 8:45 p.m.

The next meeting is scheduled for April 19, 2023 at 7:00 p.m. and will take place at the Bellevue Borough (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](http://qvcog.org) for further information.

Respectfully Submitted,

Patrick M. Conners  
Executive Director

# QUAKER VALLEY COG

## Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
4001101 Membership Dues	53,240.00	53,240.00	0.00	100.00 %
4002101 Project Management	26,303.22	35,000.00	-8,696.78	75.15 %
4003101 Interest Income	71.00	25.00	46.00	284.00 %
4005101 Grant Revenues		2,500.00	-2,500.00	
4005102 General Funds CDBG	7,500.00	7,500.00	0.00	100.00 %
4006101 Annual Dinner		6,000.00	-6,000.00	
4006106 Recycling Income	2,670.00	20,000.00	-17,330.00	13.35 %
4006107 Utilization Fee		12,000.00	-12,000.00	
4006108 Service Fees- Revenue		7,500.00	-7,500.00	
4007101 Regional Asset Tax		25,000.00	-25,000.00	
4008101 Commission/Dividends		100.00	-100.00	
4009998 Garbage Contract Franchise Fee.	2,429.00	10,416.00	-7,987.00	23.32 %
4010101 Miscellaneous Income		100.00	-100.00	
4012102 Advertising Reimbursement		400.00	-400.00	
<b>Total Revenue</b>	<b>\$92,213.22</b>	<b>\$179,781.00</b>	<b>\$ -87,567.78</b>	<b>51.29 %</b>
<b>GROSS PROFIT</b>	<b>\$92,213.22</b>	<b>\$179,781.00</b>	<b>\$ -87,567.78</b>	<b>51.29 %</b>
<b>Expenditures</b>				
4001103 Police Chiefs Committee		2,500.00	-2,500.00	
6001000 Advertising				
6001102 Advertising - General	97.65	250.00	-152.35	39.06 %
6006101 Advertising - CD		400.00	-400.00	
<b>Total 6001000 Advertising</b>	<b>97.65</b>	<b>650.00</b>	<b>-552.35</b>	<b>15.02 %</b>
6001101 Administration Payroll				
6001099 Executive Director Salary	20,000.04	80,000.00	-59,999.96	25.00 %
6001110 Contractor Zoning Enforcement	781.25	6,000.00	-5,218.75	13.02 %
6002102 Payroll Taxes	1,572.00	6,000.00	-4,428.00	26.20 %
6002104 Unemployment Compensation Tax		800.00	-800.00	
6003103 Workmen's Comp. Insurance		250.00	-250.00	
<b>Total 6001101 Administration Payroll</b>	<b>22,353.29</b>	<b>93,050.00</b>	<b>-70,696.71</b>	<b>24.02 %</b>
6001112 Intern Wages		6,000.00	-6,000.00	
6004101 Travel Expense	2.50	400.00	-397.50	0.63 %
6008101 Office Supplies & Maintenance	117.84	2,000.00	-1,882.16	5.89 %
6008102 Dues, Memberships, Subscriptions	180.00	2,000.00	-1,820.00	9.00 %
6008104 Recycling	1,130.00	15,000.00	-13,870.00	7.53 %
6010100 Bank Fees	-23.43	400.00	-423.43	-5.86 %
6010101 Legal and Accounting		6,250.00	-6,250.00	
6012101 Telephone Expense	326.38	1,200.00	-873.62	27.20 %
6013101 Annual Dinner Expense		5,500.00	-5,500.00	
6014101 Insurance Expense	534.14	2,000.00	-1,465.86	26.71 %
6016101 Office Rent Expense	800.00	2,400.00	-1,600.00	33.33 %
6016103 Data Processing	3,627.90	13,000.00	-9,372.10	27.91 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6017101 Conference & Meetings	966.69	731.00	235.69	132.24 %
6019101 SHACOG Joint Purchasing		1,200.00	-1,200.00	
6019103 Transfer to Capital Fund		15,500.00	-15,500.00	
6019104 Transfer to Shared Recycling Fund		10,000.00	-10,000.00	
<b>Total Expenditures</b>	<b>\$30,112.96</b>	<b>\$179,781.00</b>	<b>\$ -149,668.04</b>	<b>16.75 %</b>
NET OPERATING REVENUE	<b>\$62,100.26</b>	<b>\$0.00</b>	<b>\$62,100.26</b>	<b>0.00%</b>
NET REVENUE	<b>\$62,100.26</b>	<b>\$0.00</b>	<b>\$62,100.26</b>	<b>0.00%</b>



# QUAKER VALLEY COG

## Statement of Financial Position

As of March 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1001104 Citizens Checking 1378	102,279.71
1020101 Community Development 0710	0.01
1031103 Citizens Savings 2218	114,747.61
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
<b>Total Bank Accounts</b>	<b>\$237,524.33</b>
Accounts Receivable	
1200 Accounts Receivable	8,369.00
12002 DCED Grant Receivable (A/R)	0.00
<b>Total 1200 Accounts Receivable</b>	<b>8,369.00</b>
<b>Total Accounts Receivable</b>	<b>\$8,369.00</b>
Other Current Assets	
12000 Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$245,893.33</b>
<b>TOTAL ASSETS</b>	
<b>\$245,893.33</b>	
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
200.20 Accounts Payable	-81,838.52
<b>Total Accounts Payable</b>	<b>\$ -81,838.52</b>
Credit Cards	
8320 Citizens Business CC	40.19
Sales tax Refund	5.39
<b>Total Credit Cards</b>	<b>\$45.58</b>
Other Current Liabilities	
200.22 904 Recycling Grant - for future projects	0.00
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$ -81,792.94</b>
<b>Total Liabilities</b>	<b>\$ -81,792.94</b>
Equity	
3000 Open Bal Equity	273,421.19
3900 Retained Earnings	-80,432.25
3900.22 Reserve for Future Recycling	27,103.03
3900.23 RAD Reserve for Future Capital	45,231.99
Net Revenue	62,362.31

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	TOTAL
Total Equity	\$327,686.27
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$245,893.33</b>

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# QUAKER VALLEY COG

## Statement of Activity

March 2023

	TOTAL
Revenue	
4002101 Project Management	26,303.22
4003101 Interest Income	24.36
4006106 Recycling Income	2,670.00
<b>Total Revenue</b>	<b>\$28,997.58</b>
GROSS PROFIT	<b>\$28,997.58</b>
Expenditures	
6001101 Administration Payroll	
6001099 Executive Director Salary	6,666.68
6002102 Payroll Taxes	510.00
<b>Total 6001101 Administration Payroll</b>	<b>7,176.68</b>
6008101 Office Supplies & Maintenance	49.99
6008102 Dues, Memberships, Subscriptions	100.00
6012101 Telephone Expense	163.30
6014101 Insurance Expense	343.58
6016101 Office Rent Expense	200.00
6016103 Data Processing	1,336.17
6017101 Conference & Meetings	436.49
<b>Total Expenditures</b>	<b>\$9,806.21</b>
NET OPERATING REVENUE	<b>\$19,191.37</b>
NET REVENUE	<b>\$19,191.37</b>

QUAKER VALLEY COG

1001104 Citizens Checking 1378, Period Ending 03/31/2023

RECONCILIATION REPORT

Reconciled on: 04/03/2023

Reconciled by: Patrick Conners

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

Summary

USD

Statement beginning balance.....	65,645.37
Checks and payments cleared (9).....	-9,880.88
Deposits and other credits cleared (4).....	46,515.22
Statement ending balance.....	<u>102,279.71</u>

Register balance as of 03/31/2023.....	102,279.71
Cleared transactions after 03/31/2023.....	0.00
Uncleared transactions after 03/31/2023.....	-62.05
Register balance as of 04/03/2023.....	<u>102,217.66</u>

Details

Checks and payments cleared (9)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2023	Expense	627438698	ADP, LLC	-62.05
03/15/2023	Journal	052220		-2,506.13
03/15/2023	Journal	052219		-1,082.21
03/17/2023	Expense	628303532	ADP, LLC	-62.05
03/17/2023	Bill Payment		Citizens Bank CC	-1,880.10
03/17/2023	Journal	052221		-200.00
03/23/2023	Journal	052222		-500.00
03/31/2023	Journal	052223		-1,082.18
03/31/2023	Journal	052224		-2,506.16

Total -9,880.88

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2023	Deposit			36,951.22
03/06/2023	Deposit		Bellevue Borough	5,324.00
03/13/2023	Deposit		Ben Avon Borough	4,120.00
03/22/2023	Deposit		Leetsdale Borough	120.00

Total 46,515.22

Additional Information

Uncleared checks and payments after 03/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/07/2023	Expense	629822421	ADP, LLC	-62.05

Total -62.05

QUAKER VALLEY COG

1031103 Citizens Savings 2218, Period Ending 03/31/2023

RECONCILIATION REPORT

Reconciled on: 04/03/2023

Reconciled by: Patrick Conners

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

Summary

USD

Statement beginning balance.....	114,723.25
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	24.36
Statement ending balance.....	<u>114,747.61</u>

Register balance as of 03/31/2023.....114,747.61

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/31/2023	Deposit		Citizens Bank	24.36
Total				24.36

QUAKER VALLEY COG

4003536 Contract Deposit Account - 3536, Period Ending 03/31/2023

RECONCILIATION REPORT

Reconciled on: 04/03/2023

Reconciled by: Patrick Conners

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

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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 03/31/2023.....	19,997.00

QUAKER VALLEY COG

1020101 Community Development 0710, Period Ending 03/31/2023

RECONCILIATION REPORT

Reconciled on: 04/03/2023

Reconciled by: Patrick Conners

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

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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 03/31/2023.....	0.01

QUAKER VALLEY COG

8320 Citizens Business CC, Period Ending 03/31/2023

RECONCILIATION REPORT

Reconciled on: 04/03/2023

Reconciled by: Patrick Conners

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

Summary

USD

Statement beginning balance.....	1,880.10
Charges and cash advances cleared (12).....	1,220.23
Payments and credits cleared (1).....	-1,880.10
Statement ending balance.....	<u>1,220.23</u>

Uncleared transactions as of 03/31/2023.....	40.19
Register balance as of 03/31/2023.....	1,260.42

Details

Charges and cash advances cleared (12)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/28/2023	Expense	2392419662	Adobe, Inc.	14.99
03/01/2023	Expense	4675184188	Google	25.20
03/02/2023	Expense	9928466822	Verizon Wireless	131.64
03/07/2023	Expense	3-7-2023	Local Government Academy	100.00
03/15/2023	Expense	00063639	Seven Springs	176.49
03/19/2023	Expense	23038704732	BILL.com	57.18
03/21/2023	Expense	3-21-2023	Selective Insurance Co. of Am...	95.28
03/21/2023	Expense	403112102	Spica International	4.50
03/27/2023	Expense	3-27-2023	Allegheny League of Municipa...	200.00
03/28/2023	Expense	10001218138404	Intuit	85.00
03/28/2023	Expense	786879158759565	United States Liability Insuran...	248.30
03/30/2023	Expense	9930882296	Verizon Wireless	81.65

Total 1,220.23

Payments and credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/28/2023	Bill	2-28-2023	Citizens Bank CC	-1,880.10

Total -1,880.10

Additional Information

Uncleared charges and cash advances as of 03/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/31/2023	Expense	4689718614	Google	25.20
03/31/2023	Expense	2417082903	Adobe, Inc.	14.99

Total 40.19



## Payroll Summary

Check Date	Name	Hours	Total Paid	Tax Withheld	Deductions	Net Pay	Check No	Employer Liability	Total Expense
<b>Pay Frequency:</b> Semimonthly									
03/31/2023	Conners, Patrick M	96.00	3,333.34	827.18	0.00	2,506.16	DD	255.00	3,588.34
03/15/2023	Conners, Patrick M	88.00	3,333.34	827.21	0.00	2,506.13	DD	255.00	3,588.34
<b>Pay Frequency Totals: Semimonthly</b>		184.00	\$6,666.68	\$1,654.39	\$0.00	\$5,012.29		\$510.00	\$7,176.68
<b>Total Net Pays for Semimonthly frequency: 2</b>									
<b>Company Totals:</b>		184.00	\$6,666.68	\$1,654.39	\$0.00	\$5,012.29		\$510.00	\$7,176.68
<b>Total Net Pays for Company: 2</b>									

# QUAKER VALLEY COG

## Unpaid Bills

All Dates

DATE	TRANSACTION TYPE	NUM	DIVISION	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
Citizens Bank CC							
03/31/2023	Bill	3-31-2023	01 GENERAL	04/25/2023	-18	1,220.23	1,220.23
<b>Total for Citizens Bank CC</b>						<b>\$1,220.23</b>	<b>\$1,220.23</b>
Civic Mapper 412-545-3627							
03/31/2023	Bill	1430	01 GENERAL	04/30/2023	-23	500.00	500.00
<b>Total for Civic Mapper</b>						<b>\$500.00</b>	<b>\$500.00</b>
Kilbuck Township^							
04/03/2023	Bill	4-3-2023	01 GENERAL	04/30/2023	-23	200.00	200.00
<b>Total for Kilbuck Township^</b>						<b>\$200.00</b>	<b>\$200.00</b>
PSAB 717-236-9526 x1032							
04/07/2023	Bill	23450	01 GENERAL	05/01/2023	-24	500.00	500.00
<b>Total for PSAB</b>						<b>\$500.00</b>	<b>\$500.00</b>
Western Association of Pennsylvania Municipal Management							
03/24/2023	Bill	3-24-2023	01 GENERAL	04/24/2023	-17	60.00	60.00
<b>Total for Western Association of Pennsylvania Municipal Management</b>						<b>\$60.00</b>	<b>\$60.00</b>
<b>TOTAL</b>						<b>\$2,480.23</b>	<b>\$2,480.23</b>

# QUAKER VALLEY COG

## Unpaid Bills

As of April 30, 2023

DATE	TRANSACTION TYPE	NUM	DIVISION	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
wreckcrew demolition LLC 7248228096							
04/12/2023	Bill	4-12-2023	05 CDBG	04/12/2023	0	16,950.00	16,950.00
<b>Total for wreckcrew demolition LLC</b>						<b>\$16,950.00</b>	<b>\$16,950.00</b>
<b>TOTAL</b>						<b>\$16,950.00</b>	<b>\$16,950.00</b>

# QUAKER VALLEY COUNCIL OF GOVERNMENTS

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## **Agenda Item 8:** Route 65 Report – April 2023

Following the QVCOG’s Board of Delegates approval of a technical assistance agreement with Michael Baker International (approved at its March 15<sup>th</sup> meeting), on March 28, 2023 Executive Director Connors met with the following representatives of Michael Baker International for a kickoff call:

- Peter Quintanilla;
- Jessica Belowich; and
- Kathryn Schlesinger

The Michael Baker team assigned Ms. Schlesinger as the project’s manager. The following initiatives related to Route 65 were identified for the summarization:

- Safety;
- Resiliency; and
- Infrastructure

The final product will be a 2-3 page “sales pitch” for each member community to consider. Minor illustrations will accompany the document. The document’s format will include a brief introduction to the project including a summarization of the Strategic Design Guide (Presented January 2022). Please note, MBI was the engineering firm who completed the aforementioned Design Guide. The introduction will seek to outline past public participation and highlight stakeholders who contributed to the initial study. Next, the three aforementioned initiatives will be defined and extrapolated. Lastly, the conclusion will outline various short-term & long-term goals viewed from the prospective of the QVCOG regarding Route 65.

The agreed upon timeline for the project will not exceed 90 days with a final product being made available by June 30, 2023. As approved by the Board on 3-15, the cost of the partnership shall not exceed \$2,500.00. To summarize, the purpose of the final document will not be to request funding from member communities, but rather a shared commitment to the continued evaluation of Route 65.

**Attachments:** Route 65 Goals Agreement with Michael Baker International

March 21, 2023

Patrick Conners  
Executive Director  
Quaker Valley Council of Governments  
343 Eicher Road  
Pittsburgh, PA 15237

Dear Patrick Conners:

We're pleased to continue our working relationship with the Quaker Valley COG and look forward to helping to advance the planning initiatives for the Route 65 corridor.

Please see the attached Client Contract General Terms and Conditions and Exhibit A. If you are agreeable to the terms, scope, and fee, please sign this document and return to me for execution.

Sincerely,

MICHAEL BAKER INTERNATIONAL, INC.



John J. Tricini, P.E., PLS  
Transportation Practice Executive

## CLIENT CONTRACT GENERAL TERMS AND CONDITIONS

**DEFINITIONS:** "MICHAEL BAKER" shall mean Michael Baker International, Inc. and "CLIENT" shall mean Quaker Valley Council of Governments, the Client as named in this Agreement. "Project" is as described in Exhibit A.

**STANDARD OF CARE:** The standard of care applicable to MICHAEL BAKER's services shall be that degree of skill and diligence normally employed by professionals or consultants performing the same or similar services as MICHAEL BAKER provides to CLIENT under this Agreement.

**PAYMENT:** Payments shall be made monthly by the CLIENT to MICHAEL BAKER based on invoices submitted by MICHAEL BAKER. CLIENT shall also pay MICHAEL BAKER a late payment charge for any payments not made within thirty (30) days of the date of applicable invoices at the rate of 1.5% per month.

**TIME OF PERFORMANCE:** MICHAEL BAKER shall commence work upon receipt of written notice to proceed from CLIENT and shall complete the work within the time period set forth in this Agreement, subject to any delays caused by CLIENT, other agencies involved in the work or any other parties, force majeure or events not under the control of MICHAEL BAKER.

**MODIFICATIONS:** If CLIENT requires modifications and/or changes caused through no fault of MICHAEL BAKER, and if such modifications and/or changes are required after services have been performed, or in the event CLIENT desires additional work not covered by this Agreement, MICHAEL BAKER shall perform such work as ordered by CLIENT in writing and shall be paid for such work as may be agreed between CLIENT and MICHAEL BAKER, or on the basis of direct payroll costs chargeable to such work plus overhead in effect at the time of performance applied to the total of all such payroll costs plus profit.

**SUSPENSION OR TERMINATION:** In the event the work is terminated or suspended by CLIENT prior to the completion of this Agreement, MICHAEL BAKER shall be paid an equitable amount proportional to the services rendered and expenses incurred through the date of termination or suspension, plus reasonable profit and termination costs.

**LEGAL COST, PERMITS, FEES, ETC:** CLIENT shall furnish or compensate MICHAEL BAKER for all legal services and opinions, and for permits, review fees, etc., necessary for the performance of the services to be rendered by MICHAEL BAKER.

**INDEMNIFICATION:** Except as stated below, MICHAEL BAKER shall indemnify and save harmless CLIENT from third-party claims, lawsuits or direct losses relating thereto that are solely caused by MICHAEL BAKER's negligence in the performance of MICHAEL BAKER's services hereunder. To the fullest extent permitted by law, with respect to claims, damages, losses and expenses which are related to hazardous materials or substances on the Project, including removal, disposal or cleanup or environmental liability, CLIENT shall indemnify, save harmless and defend MICHAEL BAKER from and against all claims, damages, losses or expenses, including attorney's fees, arising out of or resulting from the performance of MICHAEL BAKER's services, or claims against MICHAEL BAKER arising from work of others or claims arising out of or related to the presence of hazardous materials or substances in the Project.

**LIMIT OF LIABILITY:** To the fullest extent permitted by law, CLIENT agrees to limit MICHAEL BAKER's liability to CLIENT and to all construction contractors or subcontractors on the Project for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including but not limited to MICHAEL BAKER's negligence, strict liability, breach of contract, or breach of warranty, such that the total aggregate liability of MICHAEL BAKER to all those named shall not exceed \$100,000 or the total fee paid for MICHAEL BAKER's services rendered on the Project, whichever is less.

**WAIVER OF CONSEQUENTIAL DAMAGES:** Under no circumstances shall MICHAEL BAKER be liable to CLIENT for any consequential damages, including but not limited to loss of use or rental, loss of profit, loss of revenue, loss of customers or contacts, or cost of any financing, however caused, including MICHAEL BAKER's fault, whether such a claim sounds in contract, warranty, tort (including negligence), strict liability or otherwise.

**COMPLIANCE WITH LAW:** MICHAEL BAKER shall comply with all applicable provisions of Federal, State and local laws or regulations relating to employment.

**SUPPLEMENTS TO AGREEMENT.** The following exhibits are an integral part of this Agreement:  
Exhibit A [insert and attach relevant exhibit, e.g. scope of work];  
Exhibit B [insert and attach additional exhibits, as applicable]

**SEVERABILITY:** If, for any reason, any one or more of the provisions contained in this Agreement are held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision herein, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had not been contained herein.

**DEFENSE OF CLAIMS:** In the event of a public hearing or arbitration or any other proceeding, formal or informal, relating in any way to the Project, CLIENT agrees to compensate MICHAEL BAKER for all costs incurred or related to such proceeding, including but not limited to that necessary for preparation, responding to requests by any party, appearance at depositions or trial, or any other matter involving any such hearing or proceeding. Compensation shall be based upon hourly rates mutually agreed to by the parties or, in the absence of agreed-to rates, then the pay provisions under MODIFICATIONS hereinabove shall apply. This provision does not apply to proceedings to which MICHAEL BAKER is a party nor to cases where such services are part of the agreed scope of services.

**FORCE MAJEURE:** MICHAEL BAKER shall not be liable for any failure to perform or any impairment to its performance to the extent such failure or impairment is caused by any act of God, fire, flood, natural catastrophe, labor dispute or strike or shortage, national or state emergency, epidemic or pandemic, insurrection, riot, act of terrorism, war, act of government, any action or inaction of CLIENT or a third-party engaged by it, and/or any other event, occurrence or circumstance beyond the reasonable control of MICHAEL BAKER. The compensation due MICHAEL BAKER and the schedule governing the timing for MICHAEL BAKER's performance shall be equitably increased and extended, respectively, to address any such impacts to MICHAEL BAKER's performance.

**REUSE OF WORK PRODUCT:** Any reuse of MICHAEL BAKER's work product without written verification or adaption by MICHAEL BAKER will be at the CLIENT's own risk and without liability or legal exposure to MICHAEL BAKER. The CLIENT shall indemnify and hold harmless MICHAEL BAKER from all claims, damages, losses and expenses, including reasonable attorney's fees and costs, arising out of or resulting therefrom. Any such verification or adaption will entitle MICHAEL BAKER to further compensation at rates to be agreed upon by the CLIENT and MICHAEL BAKER.

**DEBARMENT CERTIFICATION:** By entering into this Agreement, the parties certify that to the best of their knowledge, they are not presently suspended, debarred or otherwise sanctioned by a state or the federal government, or conduct restricted business with sanctioned countries or sanctioned entities, which are listed by the United States Department of the Treasury, Office of Foreign Asset Control or the United States Department of Commerce, Bureau of Industry and Security.

**ENTIRE AGREEMENT AND APPLICABLE LAW:** This Agreement constitutes the whole agreement between the parties with respect to the subject matter contained herein, supersedes all other agreements pertaining thereto, and there are no terms other than those contained herein. No modification or amendment of this Agreement shall be valid unless in writing and signed by the parties hereto. To the fullest extent permitted by law, this Agreement shall be governed by Pennsylvania law, excepting conflicts of law principles

IN WITNESS WHEREOF, the Parties, intending to be legally bound hereby, have executed this Agreement as of the dates indicated below (with the effective date being the date of issuance of the written notice to proceed from CLIENT):

**MICHAEL BAKER**

By: John G. Tricini Date: 3-23-2023

Name/Title: John Tricini, PE, PLS / Transportation Practice Executive

**CLIENT**

By: Patrick Conners Date: 3-22-2023

Name/Title: Patrick Conners / Executive Director Quaker Valley COG

8/29/2022

**Exhibit A: Quaker Valley COG Support**

**Proposed Overview of Services:**

The Michael Baker Team will work with the Quaker Valley COG to create a concise (2-3 pages) document or “charter”, highlighting the goals and aspirations for the next steps on the Route 65 Corridor, as well as summarizing the previous work completed. This document will be based on the previous work performed by our team and will serve as a basis for a multi municipality agreement.

**Tasks:**

- Task 0: Coordination call
- Task 1: First draft of document and coordination call
- Task 2: One set of text revisions

**Deliverables:**

- Electronic PDF and word document of the final document

**Staff and Cost:**

<u>Classification</u>	<u>Billable Rate</u>	<u>Task 0</u>	<u>Task 1</u>	<u>Task 2</u>	<u>Total Hrs.</u>	<u>Task 0</u>	<u>Task 1</u>	<u>Task 2</u>	<u>Total</u>
Senior Planner	\$221.20	1.0	1.5		2.5	\$221.20	\$331.80	\$ -	\$ 553.00
Senior Engineer	\$233.60	1.0	1.5		2.5	\$233.60	\$350.41	\$ -	\$ 584.01
Planner	\$140.00	1.0	6.5	2.0	9.5	\$140.00	\$910.00	\$280.00	\$ 1,330.00
Graphic Designer	\$168.00				0.0	\$ -	\$ -	\$ -	\$ -
									<b>MBI TOTAL</b>
	<b>TOTAL</b>	3	10	2	15	\$ 595	\$ 1,592	\$ 280	\$ 2,467.01

This contract has a not to exceed amount of \$2,500.

# QUAKER VALLEY COUNCIL OF GOVERNMENTS

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## Agenda Item 9: CDBG Status Report – April 2023

### 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 Avenue Demolition  
On January 25, 2023 the QVCOG submitted a cost report in the amount of \$30,999.00. Additionally in a separate correspondence the QVCOG requested that \$5,999.00 be transferred from the award amount from CD46-3.11.10. Lastly, in an effort to ensure that the project's timeline was compliant with ACED, the QVCOG requested a retroactive contract extension (November 30, 2022). The QVCOG received verbal confirmation on February 23<sup>rd</sup> from ACED Supervisor Jim Johnston that the aforementioned requests would be fulfilled as a one-time courtesy. On April 12, 2023 the QVCOG fielded an additional request from ACED for a revised contract extension request. After some discussion with ACED Project Manager Brenda Joyce-May, the QVCOG submitted the requested contract extension request the following day. To date no payment has been received.
- **CD46-3.11.10** - Bellevue Borough 255 Dakota Avenue Demolition  
On January 25, 2023 the QVCOG submitted a cost report in the amount of \$16,950.00 to ACED. On April 11 the QVCOG received and deposited check no. 19166 in the amount of \$16,950.00. E-payment was issued to Wreckcrew Demolition, LLC via Bill.

### CD Year 47 Projects

- **CD 47-7.4a** - Bellevue Borough - Bayne Park Retaining Wall Project  
On January 28, 2023 the QVCOG submitted the first/final cost report in the amount \$50,392.00 to ACED. Upon review, ACED highlighted that the project's subcontractors did not supply the required Procurement Paperwork (John D. Caruso & Proscap Landscape Supply). All of the requested paperwork was provided to ACED by February 14<sup>th</sup>. Per an email from Project Manager Dan Tobin, ACED did not process a contract extension request submitted by the QVCOG (dated October 13, 2022). Per a phone conversation on April 10, 2023, Mr. Tobin cited that the contract extension was approved. To date the QVCOG has yet to receive the disbursement.

### CD Year 48 Projects

The CD Year 48 public improvements contract is still under evaluation from ACED. To date 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 – April 2023**

**Air Quality Workshop** – On April 19, 2023 the Group Against Smog and Pollution (GASP) will be conducting a free virtual workshop intended for local governments to discuss how municipalities can impact air quality at the local level. The seminar will include a quick refresher on all things air quality, as well as discussions regarding available grants, model ordinances, partnerships, and other resources available to interested local governments. Interested participants may register by visiting <https://www.gasp-pgh.org/event-details/virtual-workshop-clearing-the-air-air-quality-workshop-for-local-governments>

**Letter to Regional Representatives** – At its March 15<sup>th</sup> meeting the QVCOG Board of Delegates unanimously voted to direct that a letter outlining the concerns of residents in member communities on the topic of railroad safety be sent to regional elected officials (both state and federal). A draft of the aforementioned letter is being reviewed. Once finalized it will be sent to the offices of each of the following officials (Rep. Valerie Gaydos – PA 44, Rep. Arvind Venkat – PA 30, Rep. Emily Kinkead – PA 20, Sen. Wayne Fontana – PA 42, Sen. Devlin Robinson – PA 37, Congressman Chris Deluzio – PA 17, Senator Bob Casey, & Senator John Fetterman).

**Railroad Safety & Emergency Response Training** – Norfolk Southern will be coming to the Pittsburgh region to provide free hands-on training with their "Safety Train". The event is intended for fire departments, law enforcement, emergency medical services, hazmat response teams, and emergency management personnel. The following topics will be addressed at the training: Safety Around the Railroad; Understanding Rail Shipping Documents; Tank Car Identification; Tank Car Valves & Fittings; Locomotive Emergencies; Responding to Railroad Emergencies; and the AskRail Mobile App. The event will take place at the Norfolk Southern Pitcairn, Yard (701 Wall Ave, Wall, PA 15148). The event will be offered in 4 hour sessions between October 10 - 12, 2023 with various time slots available. To register please contact Mr. Scott Deutsch via email at [Scott.Deutsch@nscorp.com](mailto:Scott.Deutsch@nscorp.com) or by phone at 412-439-2880.

**SPC EV Event** – The Southwestern Pennsylvania Commission (SPC) is hosting an Electric Fleet Exposition on May 24, 2023 at the UPMC Events Center (6001 University Blvd, Moon Twp, PA 15108). This free event will be a great opportunity for municipal officials to see the latest electric vehicle (EV) models available for their local government fleets, hear about funding opportunities and best practices for transitioning to an electric fleet, and engage with experienced vendors concerning fleet charging. While there is no cost to attend, registration is required because space is limited. Interested participants are encouraged to register early by sending an email to [electricvehicles@duqlight.com](mailto:electricvehicles@duqlight.com).

**Important Dates**

April 10, 2023 – Easter Monday (QVCOG Office Closed)

April 14-16, 2023 – Allegheny League of Municipalities (ALOM) Spring Conference

April 19, 2023 – QVCOG Board of Delegates Meeting – 7:00 p.m. - Bellevue Borough Building

April 26, 2023 – QVCOG Managers and Secretaries Committee Meeting – 10:00 a.m. - Aleppo Township Municipal Building

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## **Agenda Item 11-A: Route 65 Traffic Enforcement Request**

In recent months the QVCOG Police Chiefs Committee has expressed interest in seeking funds to increase traffic enforcement along portions of Route 65. There is some history in the area with a similar initiative. To summarize, “In the early 1990's a task force was created with the combined effort of Quaker Valley police departments, the Pittsburgh Police Department, the Allegheny County Police Department and Pennsylvania State Police. The goal of the task force was an enforcement effort focused on all moving violations to increase traffic safety.”

Funding to enhance traffic enforcement is available through PennDOT's Municipal Police Traffic Services Enforcement Program. This program allows for the coordination of local police participation in impaired driving, occupant protection, aggressive driving, and pedestrian safety enforcement countermeasures, including officer overtime, necessary equipment purchases, and associated training. Funding for Police Traffic Services Grants is based on crash numbers and allocated across the Commonwealth of PA. For our immediate region, funding through this program is awarded/allocated through the West Hills Traffic Enforcement Task Force. The West Hills Traffic Enforcement Task Force is managed by Lieutenant Shener Ulke of the Moon Township Police Department. In a phone conversation with Executive Director Connors, Lt. Ulke encouraged the QVCOG to submit a letter of interest requesting additional funds through the Municipal Police Traffic Services Enforcement Program. This potential correspondence would be relayed to PennDOT's Program Services Unit in an effort to increase regional funding. Lt. Ulke is set to meet with the Police Chiefs Committee in the coming months to discuss future traffic enforcement opportunities in the QVCOG region.

# QUAKER VALLEY COUNCIL OF GOVERNMENTS

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March 23, 2023

Rep. Valerie Gaydos – PA 44  
1005 Beaver Grade Road STE 106  
Moon Township, PA 15108

Rep. Arvind Venkat – PA 30  
9800B McKnight Road STE 130  
Pittsburgh, PA 15237

Rep. Emily Kinkead – PA 20  
433 East Ohio Street  
Pittsburgh, PA 15212

Dear Representatives,

In the wake of recent national railroad incidents, specifically the East Palestine, Ohio derailment event on February 3, 2023, at its March 15<sup>th</sup> meeting the Quaker Valley Council of Governments’ (“QVCOG”) Board of Delegates unanimously voted to authorize that a letter be directed to our region’s state and federal elected officials. The purpose of this correspondence is to outline the concerns of our member communities, specifically regarding railroad safety and available communication channels for their residents. Please note, the QVCOG is a network of communities in Allegheny County that have partnered to promote the efficiency and effectiveness of local government(s) through shared programming and resources.

It is with great urgency that I share this letter requesting that any available resources regarding municipal railroad safety be shared with our organization and its member communities. 11 QVCOG member municipalities totaling 25,910 residents are directly impacted by the Fort Wayne Line, which is owned and operated by Norfolk Southern Railway (the aforementioned communities are Avalon Borough, Bellevue Borough, Ben Avon Borough, Edgeworth Borough, Emsworth Borough, Glenfield Borough, Glen Osborne Borough, Haysville Borough, Kilbuck Township, Leetsdale Borough, and Sewickley Borough). Railroad companies, including Norfolk Southern, have a responsibility to ensure that their equipment is properly maintained, their tracks are regularly inspected, their employees are properly trained and qualified, and their operations are conducted in accordance with established state and federal safety standards. Our region’s residents are seeking reassurances that these standards are being met.

In addition to inquiring on potential new safety measures/monitoring, our communities are seeking clearer communication channels with regional railroad operators (i.e. Norfolk Southern) as well as with state and federal agencies in charge of monitoring the railroad operators and infrastructure. Since the tragic events in East Palestine, many Pennsylvanians have directly contacted their respective home municipality for guidance on this topic. As you may imagine, the municipal officials, staff, and volunteers within our member communities are not equipped to deal with the sudden influx nor complexity of these inquiries.

To conclude, railroad safety is a critical issue that has been thrust to the forefront for many of our member communities. The topic requires ongoing attention and investment at both the federal and state level to ensure that our region’s railroads, and their operators, are monitored appropriately. Our communities are seeking reassurance that the health and well-being of their residents is acknowledged by the railroad industry. It is the hope of our Board that your offices will consider legislative action regarding this matter. We thank you in advance for your consideration as well as for your service to our member communities.

Yours Truly,

---

Patrick Conners  
Executive Director

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Barbara Carrier  
Board President