

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

November 19, 2025

The meeting took place at the Sewickley Public Library (500 Thorn St, Sewickley, PA 15143) and was broadcast via Zoom.

President Barnes 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:

*attended via Zoom

Aleppo: Art Williams

Avalon: Roberta Edwards

Bell Acres:

Bellevue: Dan McKelvey

Ben Avon: Tavia Washington*

Ben Avon Heights: Steve Stiller*

Edgeworth: Ellen Politi*

Emsworth: Paul Getz

Glen Osborne: Diane Vierling*

Glenfield: Joel Kaminski*

Haysville:

Kilbuck: Daryl Hartman

Leet: Donna Adipietro

Leetsdale:

Sewickley: Julie Barnes

Sewickley Heights:

Sewickley Hills Borough: Hunter Hopkins

Public Comment:

None.

Approval of October 15, 2025 Meeting Minutes:

Mr. Hartman moved to approve the October 15, 2025 meeting minutes as presented. Mr. Getz seconded the motion. The motion carried on a unanimous voice vote.

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

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

President's Report:

President Barnes congratulated Patrick on winning his election to Whitehall Borough Council. She continued by highlighting that a meeting was convened at the Sewickley Borough Building between local officials and Norfolk Southern on November 12th. She concluded by thanking the Board for their time, energy and efforts in 2025 and noted her enthusiasm for the COG's endeavors in the New Year.

Route 65 Report:

Executive Director Connors stated that representatives from the City of Pittsburgh, the Manchester Citizens Corporation, and Michael Baker International would be attending

the December Board of Delegates meeting to highlight public engagement opportunities regarding the Manchester Reunited initiative.

Emergency Preparedness Committee Report:

No report was provided.

Grant Status Report:

Executive Director Connors provided brief updates concerning all active and recently awarded CDBG and GEDTF projects. He proceeded to highlight the awarded projects for the 2025 GEDTF application cycle (see below).

- Glenfield Borough – East Beaver Street Road Rehabilitation Project: \$125,000
- Leet Township – Salt Storage Facility Project: \$75,150
- Fern Hollow Nature Center – Community Connection Project: \$84,125
- Sewickley Borough – Beaver and Broad Street Upgrade Project: \$150,000
- Edgeworth Borough – Academy Avenue Traffic Signal Project: \$251,000
- Ben Avon Borough - Municipal Building ADA Access Ramp Project: \$55,000
- Bellevue Borough - Bayne Park ADA Restroom Project: \$40,000
- Leetsdale Borough - Emergency Exit Study and Design Project: \$139,500

Executive Director’s Report:

Registration Now Open: Newly Elected Officials Course – Executive Director Connors reported that registration is now open for Local Government Academy’s 2025-2026 Newly Elected Officials Course (NEOC) — the region’s premier training program designed specifically for newly elected and appointed municipal leaders, as well as incumbents seeking a refresher. He cited that seats are limited and fill quickly. He summarized the opportunity by stating NEOC covers: Roles & responsibilities, ethics, and Sunshine/Open Records, Budgeting, finance, and procurement, Planning, zoning, and code enforcement, Public works, public safety, and intergovernmental cooperation, HR, labor, and meeting management, and Communications, public engagement, and risk management He highlighted that the format of the Program includes a mix of live in-person sessions and webinars to fit busy schedules, while maximizing networking opportunities. He noted that this event is intended for Newly elected officials, returning elected officials, appointed officials, and municipal staff seeking a comprehensive refresher. Additional details can be found by visiting localgovernmentacademy.org.

2026 Municipal Intern Program Application Details Announced – Executive Director Connors reported that the Municipal Intern Program (MIP) application period will be a little earlier this year. He stated that this timing change aims to better align with academic calendars and seeks to enhance student recruitment efforts. He highlighted that MIP project applications are due by 4:00 p.m. on November 21st. He cited that eligible placement sites include municipalities, COGs, and municipal authorities throughout the southwestern region of Pennsylvania. He encouraged those interested to visit localgovernmentacademy.org for additional details.

Hard to Recycle Event Recap – Executive Director Connors reported that on Saturday, October 18th approximately 400 attendees participated in the QVCOG’s sponsored Hard

to Recycle event at Northgate Highschool which was facilitated by the Pennsylvania Resources Council. He cited that based on averages from the previous events in this region, an estimated 40,000 lbs. of material was collected and will be sustainably recycled and diverted from landfills.

Managers and Secretaries Holiday Luncheon – Executive Director Connors reported that the QVCOG Managers and Secretaries Committee will be combining its November and December meetings to accommodate everyone's unpredictable holiday schedules. He cited the meeting will take place on Thursday, December 4th at 11:00 a.m. at the Aleppo Township Municipal Building (100 North Drive, Sewickley, PA 15143). He highlighted that the meeting will be exclusively in-person and lunch from Chick-fil-A will be provided.

Local Share Account (LSA) Application Deadline - Executive Director Connors reported that the statewide Local Share Account (LSA) Program application window will be open from September 1, 2025, through November 30, 2025, for grants up to \$1 million. He noted that there is no local match required. He stated that interested parties may access the updated guidelines by visiting qvcog.org. He cited that eligible projects must be owned and maintained by an eligible applicant or a nonprofit organization and include a Project in the Public Interest (i.e. a project that improve the quality of life in the impacted community). He stated that eligible uses of funds may be used for the following: Acquisition, Construction, & Demolition; Infrastructure; Purchase of vehicles, machinery and/or equipment; Planning, consulting and design costs related to planning projects; and Engineering, design and inspection, to include permitting fees, for construction projects not to exceed 10% of the total grant award.

New Business

Consideration of a Partnership with Chatham University for the Development of a Sustainability Engagement Toolkit:

Executive Director Connors reported that through a conversation with CONNECT's recently launched Materials Management Cohort, the QVCOG was identified as a potential partner for Chatham University's Graduate-Level students within their business and sustainability tracts. He cited that per the provided scope of work, *“Projects in Chatham's graduate programs allow students to develop real-life, applicable solutions to a challenge the project partner presents. Typically, such projects involve developing new business models to support product innovation, technological change, life cycle analysis, triple or integrated bottom line reporting; leveraging sustainability for innovation, growth, and value creation; analyzing organizational challenges related to social, environmental, and financial resources; improving processes, inspiring innovation, transforming leadership practices; or engaging employees, customers, stakeholders, and motivating behavioral change.”*

Executive Director Connors stated that he met with Dr. Robert Sroufe of Chatham University on October 27th and October 31st to discuss the parameters of a potential project. He noted that preliminary ideas involved integrating the graduate students within the QVCOG's future joint waste and recycling contract initiative (the current agreement is set to expire on December 31, 2026). He highlighted that goals of the proposed project could include reviewing similar joint-regional contracts, reviewing

national best practices, developing a plan to integrate new infrastructure, including the use of toters, developing a future contract template, assessing regional and national costs for waste and recycling hauling, and developing options for expanded waste diversion and recycling. He stated that should this opportunity be of interest to the QVCOG Board and its membership, the Sustainability and Engagement Toolkit could be developed and utilized in coordination with the organization's Waste and Recycling Contract Committee.

Mr. Williams moved to approve a partnership with Chatham University for the development of a Sustainability Engagement Toolkit. The motion was seconded by Mr. Getz. The motion was carried by a unanimous vote.

Formation of Waste and Recycling Contract Committee:

Executive Director Connors reported that the QVCOG's 5-year joint waste and recycling agreement is set to expire on December 31, 2026. He stated that to build a request for proposals and bid specifications document that works for all participating communities, he is requesting that the Board of Delegates form a waste and recycling contract committee to help facilitate feedback from member municipalities in preparation for bidding out the new agreement (likely in Q3 2026). He highlighted that the current joint waste and recycling agreement was negotiated and executed on behalf of eleven member communities (Aleppo Township, Avalon Borough, Bellevue Borough, Ben Avon Borough, Edgeworth Borough, Emsworth Borough, Glen Osborne Borough, Glenfield Borough, Kilbuck Township, Leet Township, and Sewickley Borough). He stated that since that contract's execution, the QVCOG has added two member communities (Ben Avon Heights Borough & Sewickley Hills Borough). He noted that in addition to crafting a specification document that works for the current needs of our membership, another goal for the new committee will be to understand the structure and timelines for current non-participating communities.

Executive Director Connors continued by noting that as has been the case for prior committees, this Committee should be comprised of both elected officials and managers/secretaries from a variety of participating communities. He noted that for the current contract the Board utilized the services of a consultant in the form of Nestor Resources, Inc. to assist in the review of the existing agreement, the development of revisions to the specifications, and the solicitation of bids. He highlighted that throughout this process, committee members would be tasked with engaging and working with QVCOG staff, consultants, and other subject matter experts within a number of in person and virtual meetings.

Mr. Getz moved to approve the formation of a waste and recycling contract committee. The motion was seconded by Ms. Adipietro. The motion was carried by a unanimous vote.

Following the vote, Mr. McKelvey (Bellevue Borough), Ms. Politi (Edgeworth Borough), & Mr. Stiller (Ben Avon Heights Borough) volunteered to join the Committee.

Approval of Concurring Resolution for CDBG Year 52 Applications:

Executive Director Conners reported that the Quaker Valley Council of Governments has been asked to submit six CDBG Year 52 Grant Applications (see below). He stated that if approved by the Board of Delegates the Concurring Resolutions will be signed and submitted to County Officials following the CDBG Year 52 application deadline of December 1, 2025. He cited that as the QVCOG would be the “recipient” of requested funding, all participating municipalities will be subject to the QVCOG’s utilization fee policy.

Proposed CDBG Year 52 Applications

- Big Sewickley Creek Road Water Line Replacement, Phase III: \$336,050
- Bellevue Borough ADA Sidewalk Improvements Project: \$150,000
- Borough Building Sidewalk Replacement Project: \$85,000
- Beaver Street ADA Sidewalk Project, Phase I: \$52,000
- Main Street ADA Sidewalk Improvements Project: \$50,000
- Emsworth Borough ADA Ramp Replacement Project, Phase II: \$54,285

Mr. Getz moved to approve the Concurring Resolutions associated with the listed CDBG Year 52 Applications. The motion was seconded by Mr. Hartman. The motion was carried by a unanimous vote.

Approval of Act 152 Application Concurring Resolution:

Executive Director Conners reported that the Act 152 Allegheny County Blight Removal Program provides funding for demolition and blight remediation planning. He cited that the Program uses established blight conditions focusing on demolishing hazardous structures, site preparation for development projects, and multi-phase planning efforts. He highlighted that Councils of Governments are authorized applications through the Program and may apply on behalf of their members. He stated that applications are evaluated on several criteria including inclusion on existing demolition lists, community impact, and potential re-use of the property.

He continued by reporting that Bellevue Borough has asked the QVCOG to submit an Act 152 Program application on their behalf for the demolition of three properties located at 100 S Euclid Avenue, 325 Glaser Avenue, and 614 Monroe Avenue in Bellevue Borough. He cited that the Borough is seeking \$90,000.00 for the project. He noted that a required component of the application is a Concurring Resolution. He highlighted that the Application was submitted on October 21st. He concluded by stating the application would be subject to the QVCOG’s utilization fee.

Mr. Williams moved to approve the Concurring Resolution associated with the listed Act 152 Application. The motion was seconded by Mr. Hartman. The motion was carried by a unanimous vote.

Approval of Local Share Account (LSA) Authorized Official Resolution:

Executive Director Connors reported that the QVCOG has been asked to submit two Local Share Account (LSA) Grant Applications for the 2025 cycle (see below). He cited that per The PA Race Horse Development and Gaming Act (Act 2004-71), as amended, provides for the distribution of gaming revenues through the Commonwealth Financing Authority (CFA) to support projects in the public interest within the Commonwealth of Pennsylvania. He highlighted that 2023 was the first year were Councils of Governments (COGs) could apply for funding through this Program. He stated that the accompanying Resolutions will be relayed through the Department of Commercial and Economic Development (DCED) Application Portal in advance of the announced deadline of November 30, 2025.

Proposed 2025 LSA Applications

- Glen Osborne Borough – Beaver Road Retaining Wall Rehabilitation Project
- Sewickley Hills Borough – Digital Mapping Project

Mr. Getz moved to approve the Authorized Official Resolutions associated with the listed Local Share Account Applications. The motion was seconded by Ms. Adipietro. The motion was carried by a unanimous vote.

Old Business

Consideration of Community Welcome Signage Proposal - Michael Baker International:

Executive Director Connors reported that at its June 18th meeting the QVCOG Board of Delegates directed Executive Director Connors to engage with Michael Baker International regarding the development of a design guide for community welcome signage along Route 65 and throughout the region. He cited that the Board voted to allocate up to \$3,500.00 for this initiative. He noted that Michael Baker International was the firm who assisted in the development of the Route 65 Strategic Design Guide. He highlighted that one of the core pillars/findings within the Design Guide was the improvement of signage and wayfinding along Route 65.

He stated that intermittently over the last five months, Executive Director Connors has met with the Michael Baker Team to discuss the parameters of this endeavor, including the timeline and costs. He reported that on November 6th the QVCOG received a formal proposal for the development of a welcome signage standards toolkit that can be utilized for any QVCOG member community's welcome signs. He noted the cost of the proposal is \$6,130.00 which exceeds the initial \$3,500 allocation voted on by the Board. He noted with that being the case, the Board will be asked to vote again on the formal proposal. He stated that if approved, the QVCOG's Capital Fund would be utilized to pay for the service, noting the Capital Fund currently stands at \$143,927.45.

Summary of Proposal

Michael Baker International will manage the project, review existing municipal signage practices, and lead a kickoff meeting to establish shared design priorities across QVCOG communities. The firm will develop conceptual templates for multiple sign types, offer two aesthetic palettes, and conduct a work session to refine these concepts

based on QVCOG feedback. A near-final signage standards toolkit with installation guidance will then be delivered for review and completion, with an optional presentation available for member municipalities.

Mr. Williams moved to approve the proposal of Michael Baker International to develop a welcome sign design guide for all QVCOG communities. Ms. Adipietro seconded the motion. The motion carried on a unanimous voice vote.

Consideration of Civic Mapper Proposal for Professional Services related to Trail/Greenways Mapping:

Executive Director Connors reported that at its September 17th meeting, the QVCOG hosted Mr. Sean Brady, Executive Director for Hollow Oak Land Trust for a presentation on his organization's efforts related to regional projects, including conservation areas and current/future trail management initiatives. He stated that Mr. Brady discussed numerous trails within the QVCOG region with a long-term vision to connect them all from the greater Sewickley Valley all the way to downtown Pittsburgh. He noted that during the following week, Mr. Chris Riggert, Principal for OHM Advisors, spoke to the Managers and Secretaries Committee at their September 24th meeting. He highlighted that a number of synergies between the two presentations were apparent, and a joint Zoom call between Executive Director Connors, Mr. Brady, and Mr. Riggert occurred on October 6th. He stated that following the call, preliminary sketches of a partnership were illustrated through a proposal developed by OHM Advisors (see attached). He cited the formation of a partnership between the three entities is being proposed to develop a regionally based GIS mapping resource that can be utilized to plan for the completion of a connected trail network.

He continued by reporting over the last few weeks the Civic Mapper team has been integrated into the continued conversations with Hollow Oak Land Trust and OHM Advisors to better understand the trail development visual structure (i.e. mapping and data collection). He highlighted that the QVCOG has been a partner with Civic Mapper for nearly a decade and it was agreed upon by all parties that if the trail mapping endeavor would move forward, the best consultant available would-be Civic Mapper. He stated that Civic Mapper has put forward a proposal with a fixed-price, not to exceed fee of **\$3,800.00**. He highlighted that if approved by the Board, this fee would be paid for through the QVCOG's Capital Fund.

Summary of Proposal

Civic Mapper will develop an ArcGIS Online Survey 123 tool for collecting regional trail information. This information can encompass existing, proposed, planned, and "dream" trails. Civic Mapper will use the Southwestern Pennsylvania Commission's trail data model as a basis for the QVCOG trail data set, so that the data can be readily shared back to other regional partners. They will also investigate incorporating Strava and Open Street Map trail data into the trail data set and web map, as available. A kickoff meeting to plan the project tasks and build a project roadmap that will guide our work for the duration of the project is also a part of the proposal. Team meetings to ensure good collaboration and project progress are also recommended

Ms. Adipietro moved to approve the proposal of Civic Mapper to develop a GIS mapping tool to identify existing and future trail access points within the QVCOG region. Mr. Williams seconded the motion. The motion carried on a unanimous voice vote.

Consideration of Organizational Engagement with UrbanPlan:

Executive Director Connors reported that at its October 15th meeting representatives from Urban Plan came before the QVCOG Board of Delegates to propose a regional workshop sometime in 2026. He stated that following the presentation, further information was requested by the Board regarding associated costs and time commitments for workshop participants.

He highlighted that UrbanPlan is a hands-on workshop from the Urban Land Institute, immerses public officials and government staff in the complexities of land-use decision-making by placing them in the role of a development team responding to a fictional RFP for neighborhood redevelopment. He cited that over a full day, participants collaborate in assigned roles to analyze financial, social, political, and design tradeoffs; create a pro forma and 3D model; and present their proposal to a mock City Council, guided throughout by industry professionals. He stated that the workshop is designed for elected and appointed officials, the 5–8 hour session requires no preparation and is ideal for team-building, professional development, and deepening understanding of public-private partnerships, negotiation risks, project financing, and transparent redevelopment processes. He reported that the workshop would include a fixed cost not to exceed \$1,500.00. He noted that the QVCOG would also be responsible for breakfast and lunch costs for the attendees (up to 30 participants).

Summary of Proposal

Urban Plan will coordinate a workshop event on a date to be determined in 2026. The event would take place on a weekday from (9:00 a.m. – 3:00 p.m.). About 14 days prior to the UrbanPlan event we close registration and 7-10 days prior to the event we host a Zoom Introduction to the curriculum and present all attendees with the digital materials and their "role" so that they can spend some time preparing for the exercise. The recommended prep-work is 1-2 Hours, done individually.

No vote or decision regarding the proposal took place.

Other Concerns of the Delegates:

Aleppo Township - Mr. Williams noted that Aleppo Township has a new Councilperson and has hired a new Township Secretary.

Avalon Borough - Ms. Edwards reported that Elizabeth Avenue will be paved utilizing grant money. She cited the anticipated traffic impact related to the project. She also inquired about regional generators along Route 65. Mr. Getz noted that Emsworth Borough has multiple generators along the Boulevard.

Leet Township - Ms. Adipietro highlighted her excitement regarding the GEDTF award for the Township's salt shed project. She also reported that the Township has appointed a deputy Emergency Management Coordinator citing that a regional emergency management training program is in the works.

Glenfield Borough - Mr. Kaminski highlighted his excitement regarding the GEDTF award for the Borough's East Beaver Street paving project. He highlighted that the recent elections resulted in a number of newly incoming council members.

Edgeworth Borough - Ms. Politi reported that Way Hollow Road was recently re-opened to the public.

Kilbuck Township - Mr. Hartman reported that the Township planted two memorial trees in memory of the Township's long-time Manager, Mr. Harry Dilmore. He also reported that the Courtney Mill Road project has been completed.

Glen Osborne Borough - Ms. Vierling reported that the Borough is very happy with the services provided by their newly appointed public works contractor. She also reported that the Borough is awaiting final election results, citing a number of "write in" candidates. She concluded by highlighting the approval of a police services agreement between Sewickley and Glen Osborne Boroughs.

Ben Avon Heights Borough - Mr. Stiller reported that the Borough also had a number of "write in" candidates. He then noted a recently completed sewer lining project within the Borough.

Sewickley Hills Borough - Mr. Hopkins reported that the Borough was able to extend their waste and recycling contract one-additional year. He noted this would allow the Borough to join the QVCOG's joint waste and recycling after next year.

Adjournment: Mr. Getz moved to adjourn. The motion was seconded by Mr. Williams. The motion was carried by a unanimous vote and the meeting was adjourned at 8:05 p.m.

The next meeting will take place at the Sewickley Public Library (500 Thorn St, Sewickley, PA 15143) on December 17, 2025 at 7:00 p.m.

Respectfully Submitted,

Patrick M. Conners
Executive Director