

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

July 19, 2023

The meeting took place at the Sewickley Borough Building (601 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.

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:

Aleppo:

Avalon: Roberta Edwards*

Bell Acres:

Bellevue: Dan McKelvey*

Ben Avon: Tavia Washington*

Edgeworth: John Schwend*

Emsworth:

Sewickley Heights: Nate Briggs*

Glen Osborne: Barbara Carrier

Glenfield: Joel Kaminski*

Haysville: Amy Paff*

Kilbuck:

Leet: Dan Peluso

Leetsdale: Jeff Weatherby

Sewickley: Bridgett Bates*

*Attended the meeting via Zoom.

Public Comment: None.

Approval of June 21, 2023 Meeting Minutes:

Ms. Paff moved to approve the June 21, 2023 meeting minutes as presented. Mr. Weatherby seconded the motion. The motion carried on a unanimous voice vote.

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

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

President's Report:

President Carrier highlighted that with the recent issues at Board meetings related to connectivity and venue access the group should discuss the future platform and structure of meetings. She noted the group could meet solely via zoom or continue the "hybrid" model. She also highlighted meeting in one specific location could ease many of the issues the organization has faced in the past. Ms. Paff acknowledged that in person meetings are ideal but the ability to participate via Zoom provides her with the flexibility to attend most meetings. Mr. Peluso stated that he prefers in person meetings. Mr. Weatherby highlighted that he would prefer to meet at one location in the future,

citing that the Leetsdale municipal building would be available. Mr. Kaminski voiced his support for the continuation of hybrid meetings. After some further discussion, Executive Director Connors stated that he would reach out to the Sewickley Public Library in an effort to secure one meeting date per month for 2024.

Route 65 Report:

Executive Director Connors reported that he had met with Ms. Kathryn Schlesinger, Project Manager for Michael Baker International (MBI), on Monday June 29th via Zoom. He noted that the Route 65 summary and sales pitch for the prior study and efforts is coming along nicely. He stated that the final product and a brief report will be provided at the August Board of Delegates meeting. He outlined that once the final product is in hand the QVCOG can begin to form a binding agreement expressing support for the continued evaluation of Route 65 for each member community to consider for approval.

CDBG Status Report:

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

Executive Director's Report:

Act 101 Section 904 Awards – Executive Director Connors reported that the QVCOG is expected to receive a total award amount of \$26,133.32 for its joint 2021 Act 101 Section 904 Recycling Performance Grant through the Pennsylvania Department of Environmental Protection. He noted that this is a \$2,441.77 (10.3%) increase year over year. He highlighted that following the August Board meeting participating communities are likely to receive payment via check from the QVCOG which will be based on their respective residential recycling tonnage rates in addition to a bonus amount based on population and commercial tonnage collection rates. He stated that the remaining amount will be rolled into the QVCOG's joint recycling fund, a separate line item within the organization's capital saving's account. He cited that the fund has been utilized to help subsidize the glass drop-off recycling program and will be the basis for future collaborative recycling initiatives.

Joint Franchise Fee Committee – Executive Director Connors reported that at its June 21st meeting the QVCOG Board of Delegates unanimously approved the re-formation of the joint-franchise fee committee. He noted that the aforementioned committee has been utilized in the past to discuss and review changes to the Verizon and Comcast franchise fee agreements for participating member communities. He cited that in cooperation with the Cohen Law Group, the QVCOG has been able to leverage efficiencies which have resulted in lower legal rates for participating communities. He stated that on July 6, 2023 he had met with Mr. Dan Cohen and Mr. Phil Fraga of the Cohen Law Group to discuss the history of the partnership as well as a path forward in regards to the renegotiation timelines for the Comcast and Verizon franchise fee agreements. He reported that a brief survey will be sent out in the coming months to all member communities in an effort to plan a comprehensive franchise fee negotiation strategy. He encouraged any elected officials and municipal staff interested in serving on the joint franchise fee committee are asked to contact him via email.

Police Chiefs Committee Updates – Executive Director Conners reported that so far this year the Police Chiefs Committee has convened a total of five times. He cited that the group has identified various issues and needs and has worked together to find collaborative solutions to various challenges including staffing and equipment shortages, traffic enforcement, etc. He highlighted that with the assistance of the QVCOG, the group has applied for and received a shared digital camera and fuming/drying chamber through the PA Chiefs of Police Association’s (PACPA) Latent Evidence Program. Additionally, he stated that the group has applied for and has been awarded a shared mobile fingerprint scanner (also through PACPA). He noted the unit has yet to be delivered. He stated that most recently, the group worked together to identify regional traffic intersections that will be considered for Automated License Plate Reader (ALPR) cameras which are set to be funded through a PA Keystone Communities Grant in the coming year. He concluded by citing that throughout each meeting there have been open dialogues as well as educational/informational presentations and training.

New Business:

Introduction - Mr. Andrew Novak - Office of Representative Valerie Gaydos (PA - 44):

Executive Director Conners reported that in recent months Mr. Andrew Novak was hired as a Legislative Aide for Representative Valerie Gaydos (PA-44). He cited that in an effort to introduce himself to as many communities and officials as possible he has requested a brief amount of time at the July QVCOG Board meeting. Please note, communities within PA Legislative District 44 include the following: *Aleppo Township, Bell Acres Borough, Edgeworth Borough, Glen Osborne Borough, Glenfield Borough, Leet Township, Leetsdale Borough, Haysville Borough, Sewickley Borough, and Sewickley Heights Borough.*

Mr. Novak came before the Board to introduce himself. He provided two flyers, one for an “open mic” event that Representative Gaydos would be convening, and another outlining proposed landslide legislation. He proceeded to discuss the Keystone Communities Grant award allocated for the QVCOG citing that due to the budget impasse, the funding has been put on hold. He expressed the Representative’s frustration on the matter. The group thanked him for his time.

2022 Annual Audit Report - Mr. Eric Spann:

Executive Director Conners reported that at its January 18, 2023 meeting the QVCOG Board of Delegates unanimously appointed Case Sabatini to perform the 2022 Audit for the organization. He noted that as a recipient of federal funding through the Community Development Block Grant (CDBG) Program the QVCOG must be audited on an annual basis. He stated that Mr. Eric Spann, CPA, is anticipated to be in attendance via Zoom to provide a summary of the 2022 audit and associated financial statements. He cited that upon approval of the report by the Board, a copy of the final 2022 Audit will be sent to Allegheny County Economic Development.

Mr. Spann proceeded to review the 2022 Budget citing the financial position of the QVCOG as compared to the previous year. He cited some of the new funding streams anticipated in 2023 included expanded grant funding access through the GEDTF

program as well as the inclusion of Associate Members within the organization. After some discussion the Board thanked Mr. Spann for his efforts in compiling the Audit. Mr. Grant concluded by citing the need for an audit for any GEDTF funding over \$100,000 in funding. Executive Director Conners stated that he would keep in contact with Mr. Grant as the GEDTF projects move forward.

Mr. Weatherby moved to accept the 2022 Audit as presented. Ms. Carrier seconded the motion. The motion passed on a unanimous voice vote.

Proclamation Honoring the Public Service of Mr. Jean-Sebastian Valois:

Executive Director Conners reported that at its June 21, 2023 meeting QVCOG Delegate Jean-Sebastien Valois (Kilbuck Township) informed the organization that he would be moving out of the Pittsburgh area and would no longer be able to serve as a Township Supervisor nor QVCOG Delegate. He cited that Mr. Valois was an essential figure within the QVCOG for over a decade, serving as President of the Board for six of those years. He highlighted that during his tenure as President, he steered the organization through the selection of two Executive Directors as well as through a global pandemic. President Carrier noted that his guidance and experience will be dearly missed.

Mr. Weatherby moved to adopt the presented Proclamation honoring the service of Jean-Sebastien Valois. Ms. Paff seconded the motion. The motion passed on a unanimous voice vote.

Motion Authorizing the Formation of the 2024 Budget Committee:

Executive Director Conners reported that per the QVCOG's adopted Bylaws, the Executive Director, "will submit a proposed budget to the Board of Delegates by August 31 of the year preceding the budget year". He also cited that per the Bylaws, a final budget shall be adopted via resolution by the Board of Delegates no later than October 31st of the year preceding the budget year. He expressed the need for a budget committee to be formed to assist him with the initial draft budget for the August meeting.

Ms. Edwards moved to form a Budget Committee to assist with the 2024 Budget. Mr. Weatherby seconded the motion. The motion passed on a unanimous voice vote.

Admission of the Sewickley Water Authority as an Associate Member:

Executive Director Conners cited that with the inclusion of Ohio Township PD into the Police Chiefs Committee (serving Aleppo Township, Ben Avon Borough, Emsworth Borough, and Kilbuck Township) as well as the recent CDBG grants partnerships with local sewer and water authorities, there has been an increased organizational focus on adding representation to the QVCOG in the form of associate members. He highlighted that the Borough of Sewickley Water Authority is seeking admission as an Associate Member of the QVCOG. He noted that the Authority was recently awarded \$185,000 through the CDBG program for the Center-South Waterline Replacement Project.

He reported that per the QVCOG's Bylaws, "Any institution is eligible to apply for Associate Membership to the QVCOG which includes, without limitation, a: firm; corporation; non-profit organization; and political subdivision, including--without limitation: (a) authority, (b) school district, (c) police department, (d) fire department.

He proceeded to outline some of the benefits of Associate Membership noting that current dues for associate membership are \$550.00 annually. He concluded by stating the Borough of Sewickley Water Authority has paid the aforementioned amount (check no. 5048) as well as submitted a correspondence dated July 18, 2023.

Mr. Peluso moved to approve the Sewickley Borough Water Authority's application for admission as an Associate Member of the QVCOG. Mr. Weatherby seconded the motion. The motion passed on a unanimous voice vote.

Old Business:

None.

Other Concerns of the Delegates:

Avalon: Ms. Edwards inquired about the Act 101 Section 904 Recycling Performance grant participation. Executive Director Connors reported that 14 of the COG's 15 member communities participate and will receive a portion of the total award. Ms. Edwards also noted a Municipal Solid Waste inquiry from the Pennsylvania Attorney General's Office that was received by Avalon Borough. Executive Director Connors stated that all municipalities across the state were sent the same correspondence. He highlighted that the inquiry sought information associated with the bidding process for municipalities who contract out waste/recycling service. He reported that all QVCOG member communities were provided with a DropBox link containing the requested information.

Bellevue: Mr. McKelvey highlighted that Bellevue Borough would be host to a community music festival on August 19th called Rhythm and Brews. He encouraged anyone interested to purchase a ticket that day for a discounted rate. He stated he would forward information to the group following the meeting.

Ben Avon: Ms. Washington stated that Ben Avon Borough Council is interested in procuring an emergency notification software and was looking for suggestions from fellow QVCOG member communities. Mr. Weatherby stated that Leetsdale Borough utilizes the RAVE platform. Executive Director Connors stated that he would procure the contact information and forward it to the group. He cited that if there was interest, he could allot a portion of time at a future Board meeting for a presentation from RAVE. Ms. Washington highlighted that the QVCOG could leverage group pricing if there was interest from multiple communities.

Glen Osborne: Ms. Carrier highlighted that Glen Osborne Borough Council is seeking to update its ordinance regarding Electric Vehicle (EV) charging stations. Specifically, residential chargers.

Sewickley: Ms. Bates highlighted that she had never previously attended a QVCOG Board meeting. She stated that Sewickley Borough is beginning to seek financial support for its annual “Light Up Night” celebration.

Adjournment: Mr. Peluso moved to adjourn. The motion was seconded by Mr. Weatherby. The motion was carried by unanimous voice vote and the meeting was adjourned at 8:08 p.m.

The next meeting will be hosted by the Fern Hollow Nature Center and is scheduled for August 16, 2023 at 7:00 p.m. and will take place at 1901 Glen Mitchell Road, Sewickley, PA 15143. 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