

QUAKER VALLEY COUNCIL OF GOVERNMENTS
MONTHLY BOARD OF DELEGATES MEETING

August 16, 2023

The meeting took place at the Fern Hollow Nature Center (1901 Glen Mitchell Road, 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:	Glen Osborne: Barbara Carrier
Avalon:	Glenfield:
Bell Acres:	Haysville: Amy Paff*
Bellevue: Dan McKelvey*	Kilbuck: Daryl Hartman*
Ben Avon: Rick Wagner*	Leet: Dan Peluso
Edgeworth: John Schwend*	Leetsdale:
Emsworth: Paul Getz*	Sewickley: Julie Barnes*
Sewickley Heights: Nathan Briggs*	

*Attended the meeting via Zoom.

Public Comment: None.

Approval of July 19, 2023 Meeting Minutes:

President Carrier moved to approve the July 19, 2023 meeting minutes as presented. Mr. Wagner seconded the motion. The motion carried on a unanimous voice vote.

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

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

President's Report:

President Carrier highlighted that during the July meeting the Board had discussed rearranging the structure of meetings in 2024 and beyond. She cited that since that time Executive Director Connors had started a conversation with both the Sewickley Public Library and Leetsdale Borough who could host future meetings if so desired by the Board. She concluded by stating that Executive Director Connors would explain the situation in greater detail later on in the meeting.

Route 65 Report:

Executive Director Connors reported that the final report (currently being produced by Michael Baker International) will be presented at the September 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 recently awarded CDBG projects.

Executive Director's Report:

CD Year 50 Pre-Applications: Executive Director Connors reported that on August 7, 2023 Allegheny County Economic Development (ACED) began soliciting pre-applications for construction related projects for its 2024-25 (Year 50 cycle) Community Development Block Grant (CDBG) Program. He cited that per ACED's guidelines, if a municipality is a member of a Council of Governments (COG), all applications should be submitted through those organizations. He stated that every QVCOG member community is eligible to apply for CDBG funding for "non-income based" projects exceeding \$20,000 in cost such as ADA accessibility improvement projects and blight remediation. He continued by stating that member communities may submit pre-applications for general recreation, road reconstruction, and sewer and water projects with the completion of a concentrated household income survey. He encouraged all to consider potential projects with their municipal engineers & staff noting that he is will to facilitate meetings with municipalities to discuss the pre-application process. He concluded by stating that pre-applications will be due to the QVCOG by end of business on Monday, September 11th.

Local Share Account (LSA) Application Details Announced: Executive Director Connors continued by reporting that the statewide Local Share Account (LSA) Program application window will be open from September 1, 2023, through November 30, 2023, for grants up to \$1 million. He noted that there is no local match required. He cited that interested parties may access the updated guidelines by visiting qvcog.org. He stated that eligible applicants include Counties, Municipalities, Municipal Authorities, Economic Development Agencies, Redevelopment Authorities, Land Banks, and **Councils of Governments (COGs)**. He highlighted 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 projects that improve the quality of life in the impacted community). He outlined that eligible uses of funds may be used for:

- 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.

He noted that member communities can utilize the QVCOG for the submission of an application and the overall facilitation of the grant, etc. He cited that this may be a particularly effective route for multi-municipal applications or projects.

Kilbuck Representative: Executive Director Conners reported that just prior to the meeting commencing he was contacted via email by Mr. Daryl Hartman who was recently appointed as a Supervisor for Kilbuck Township (filling the vacancy of Mr. Jean-Sebastien Valois). He stated that Mr. Hartman was participating via Zoom. He concluded by reporting that he planned to meet with Mr. Hartman to more formally introduce himself as well as to outline the QVCOG's programming, services, etc.

New Business

Presentation - Fern Hollow Nature Center:

Executive Director Conners thanked the Fern Hollow Nature Center ("FHNC") for serving as host for the QVCOG Board of Delegates meeting that evening. He proceeded to introduce FHNC Executive Director Sam Capezzuto to the Board. Ms Capezzuto went over her organization's educational programming as well as its future capital campaign which will be utilized to construct an addition to its existing facility. She continued by highlighting the FHNC's need for volunteers to assist in maintaining the 33 acres owned by the organization. The Board thanked Ms. Capezzuto for her organization's hospitality.

Presentation - Rave Alert Systems:

Executive Director Conners highlighted that at its July 19th meeting, some QVCOG Delegates expressed an interest in procuring an emergency notification system for their respective communities. At that meeting Mr. Jeff Weatherby (Leetsdale Borough) highlighted that his community recently partnered with Rave Mobile Alert for a similar initiative. After the meeting Executive Director Conners invited representatives from Rave Mobile Alert to the August 16th Board meeting.

Mr. Dwane Razzetti & Ms. Beth Rollo came before the Board to provide a brief summary of available services through the software system. Following the presentation the duo offered their contact information and encouraged any interested municipalities to reach out with additional questions. The Board thanked them for their time and presentation.

Letter of Support - Comcast Cable Communications, LLC:

Executive Director Conners reported that the QVCOG received an email from Allegheny County Economic Development (ACED) seeking a letter of support on behalf of Comcast Cable Communications LLC for an application for funding through the Commonwealth of Pennsylvania's Broadband Infrastructure Program Capital Projects Fund. He stated that as requested, a letter of support was formed utilizing the template provided by ACED.

Mr. Peluso moved to approve the letter of support for Comcast Cable Communications LLC as presented. Mr. Wagner seconded the motion. The motion passed on a unanimous voice vote.

Approval of 2021 Act 101 Section 904 Recycling Performance Grant Payments:

Executive Director Connors reported that on July 5, 2023 the QVCOG received an email from the PA Department of Environmental Protection which indicated that the organization would be receiving an award in the amount of \$26,133.62 for its 2021 Act 101 Section 904 Recycling Performance Grant application. He cited that on August 4, 2023 the funds were received via direct deposit into the QVCOG's general fund. He then noted that this is a \$2,441.77 (10.3%) increase year over year. He stated that after distribution to participating member communities, the remaining amount of \$17,939.41 will be rolled into the QVCOG's joint recycling fund. He highlighted that this fund is 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. He continued by stating with the resounding success of the drop-off glass recycling program, (120 tons of glass collected since March 2022) as well as the continued growth of the recycling fund, he recommended that the QVCOG take complete financial responsibility for the program moving forward. He estimated that at the current rates of \$320 per pull, the program will cost \$7,680 annually. This will account for less than 30% of the total grant award just received.

Mr. Getz moved to approve the payments to participating member communities in the amount of \$8,194.21 for the 2021 Act 101 Section 904 Recycling Performance Grant distribution. Mr. Wagner seconded the motion. The motion passed on a unanimous voice vote.

Additionally, Mr. Getz moved to approve the change to the QVCOG's glass recycling program having the organization take over sole financial responsibility of the program with the utilization of the joint recycling fund. Mr. Wagner seconded the motion. The motion passed on a unanimous voice vote.

2024 Draft Budget Update:

Executive Director Connors reported that during the July 21st Board of Delegates meeting the Board authorized the formation of a Budget Committee to assist with the drafting of a Budget for the 2024 calendar year. He stated that due to several scheduling conflicts the entire committee was unable to convene in advance of the August 16th meeting. He cited that he had met with President Carrier to review the draft Budget on August 7th via Zoom. He highlighted that per the QVCOG's guidelines, *"The Executive Director will submit a proposed budget to the Board of Delegates by August 31 of the year preceding the budget year. The budget will be approved by a resolution approved by a simple majority of the Quorum. If the Board of Directors has failed to adopt a budget resolution by October 31 of the year preceding the budget year, a Supervisory Committee will be given the responsibility and authority to adopt a budget."*

He proceeded to go over the Draft Budget with Board members in attendance encouraging comments, questions, and feedback from the group. He noted that the 2024 draft Budget is predicated upon Membership Dues remaining at 2023 rates. President Carrier asked that he go over the Draft Budget with Mr. John Schwend, QVCOG Secretary, in advance of the next meeting.

Old Business:

2024 Board of Delegates Meeting Structure:

Executive Director Connors reported that at its July 19, 2023 meeting the QVCOG Board of Delegates discussed the future structure of meetings including the following:

- The continuation of a hybrid model (i.e. in person and Zoom attendance options); and
- The selection of one/two host sites for 2024

He highlighted that since that time he had met with representatives of the Sewickley Public Library (500 Thorn Street, Sewickley, PA 15143) seeking permission to conduct at least six Board of Delegates meetings on location in 2024. He reported that the library granted permission to use their facilities through the month of June, 2024. He continued by reporting that at the recommendation of Mr. Weatherby (Leetsdale Borough) the QVCOG was granted permission via email to utilize Leetsdale Borough's facilities (373 Beaver St, Leetsdale, PA 15056) for the remaining meeting dates in 2024. He concluded by highlighting that the May 2024 meeting date would be taking place on the 4th Wednesday of the month citing an existing scheduling conflict.

Mr. Peluso moved to approve the site selection and meeting schedule for the 2024 QVCOG Board of Delegates meetings as presented. Mr. Wagner seconded the motion. The motion passed on a unanimous voice vote.

Other Concerns of the Delegates:

Ben Avon Borough: Mr. Wagner reported that Ben Avon Borough would be working with the QVCOG and Arkadia Contracting LLC in the coming weeks to complete 2021-GEDTF-135 (Ben Avon Borough Building Renovation Project). He also highlighted that on September 30th the Borough would be conducting its annual Fall Festival event. Lastly, he reported that the Borough is in the process of finalizing its agreement with the Ohio Township Police Department to provide police services for a five-year period. A discussion regarding the possibility of a police regionalization study ensued.

Glen Osborne Borough: Ms. Carrier reported that the Borough is finalizing an update to its zoning ordinance. She then noted the need for the state legislature and impacted municipalities to adapt to the rapidly changing realm of printed newspaper and digital advertising. She concluded by highlighting Glen Osborne's involvement with neighboring communities to discuss emergency preparedness related to regional railroad tracks and crossings.

Emsworth Borough: Mr. Getz inquired regarding recent regional waste and recycling contracts citing the possibility of universal automation for routes within the QVCOG. Executive Director Connors stated that both the North Hills COG and the South Hills Area COG have been in the process of bidding/finalizing their waste and recycling contracts. He cited that route automation and standardization of receptacles is anticipated to be an aspect of both contracts. He stated that he would provide a copy of the finalized agreements to Mr. Getz when they are available.

Adjournment: Mr. Peluso moved to adjourn. The motion was seconded by Mr. Wagner. The motion was carried by unanimous voice vote and the meeting was adjourned at 8:09 p.m.

The next meeting will be hosted by Kilbuck Township and is scheduled for September 20, 2023 at 7:00 p.m. and will take place at 343 Eicher Road, Pittsburgh, PA 15237. 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