

TOWN OF MCCANDLESS
MINUTES – AGENDA REVIEW MEETING
MAY 16, 2016 TOWN HALL

CALL TO ORDER

The meeting was called to order at 7:34 p.m. by Council President Aufman with the following in attendance: Council members LeDonne, McKim, Mertz, Powers, Walkauskas and Zachary, Town Manager Cordek, Town Attorney Ries and Miss Kennedy, Administrative Assistant.

REVIEW BUSINESS MEETING AGENDA

Mr. Cordek stated that a couple of corrections were made to the minutes and a few more were noted to be changed.

Agenda Item 7.A – Councilwoman Powers noted that a stage has been obtained for Community Day and a deposit was made as shown.

Agenda Item 7.B.1 – Mr. Cordek stated that regarding Agenda Items 6 and 7.B.1 that typically a requirement action and approval are not on the same agenda but with timing constraints with the law it is on the same agenda.

Agenda Item 8.B – Councilman Aufman stated it was revised to conform and be consistent with the Home Rule Charter and will now be named an Environmental Advisory Committee.

LIAISON CONTACTS WITH OTHER BOARDS AND COMMISSIONS

Planning Commission: Councilman McKim reported that there was a Planning Commission Meeting May 3, 2016. The Slovak Savings Bank (SSB) was discussed and there were a number of representatives present and everything was answered satisfactorily as well as on the Zachary Plan. Councilman Aufman asked regarding the SSB Plan if once the building is being utilized if they'll get any springs down around the base of the hill. Mr. Ted Meinert, Chairman of the Planning Commission, replied that he does not feel as if they addressed that but they have referred all stormwater to our consultant who is a hydrologist and who has approved the Plan.

Zoning Hearing Board: Councilman Walkauskas reported at the last meeting there were 5 items with 1 item not being completely resolved yet but will be at this Thursday night's meeting. Mr. Alan Shuckrow, Zoning Hearing Board Solicitor, was writing something up so that there are some protections in place so that other people will not try to apply for the same variance due to the unique situation of this appeal. The applicant is requesting a variance from Section 1317.05(b) which states no one living outside the home may be employed nor any commodity sold or warehoused. The business will be a beauty salon and the employee will not be residing within the home. Since this house is on Pine Creek Road and there are only two other properties zoned residential, of which they own one, and with the rest of the surrounding properties being commercial, they will most likely be granted the variance with a provision that they will not try to do this with the second lot.

McCandless Township Sanitary Authority: Councilman Aufman reported that everything seems to be working properly and they are doing some upgrades on the plant as well as working on some lining projects. There is currently a right-of-way dispute in Ross that they are trying to resolve. Councilwoman Zachary asked about a tour and Councilman Aufman responded that he will set it up once he is given the availability of those interested and MTSA.

McCandless Franklin Park Ambulance Authority: Councilman McKim reported that there was a meeting tonight with materials submitted in advance but the discussion revolved mostly around difficulty of collecting money. The Ambulance Authority has received a workers' compensation dividend of \$44,000.

Northland Public Library Authority: Councilwoman Powers reported that there is a new adult resource person named Alexis Rittenburger and the new Solicitor has started. For the children's garden they are going to hire an architect to do the drawings for \$3,000. Marketing and communications on the website has a facelift. They have started new programs for the adult services as well as have adult workshops. They are also starting a new program for the school for the deaf. They have sold saplings and seed papers to raise money and it was a success. The food trucks have started in May and will be there on the first and third Thursday of the month. They have started a new program which is a website called igive.com and if you purchase something through the website the library will get a percentage of the purchase. There will be a staff development day on May 20, 2016, for the 70+ employees of the library on communications as well as to teach all staff members every job not just their own. It was also announced that Bradford Woods has a new Manager, Natalie Thiess.

North Hills Council of Governments: Councilman LeDonne reported that the next meeting will be this Thursday. The action items that are supposed to be discussed this week will be a motion to negotiate with TCVCOG for an inter COG vector truck agreement, a motion to send a letter to the State PUC as per the Cohen Law Group recommendation and a motion for the Board Appointments to ad hoc committees or revision to the bylaws of the North Hills Council of Government Membership.

Joint Recreation Board: Councilman Aufman reported that things are progressing and the board is hiring staff. The first day will be June 13, 2016, and it lasts 4 weeks. Anyone interested in taking a tour, please let Councilman Aufman know.

McCandless Industrial Development Authority: Councilman McKim reported that the last meeting was March 2, 2016, and the transaction which was really a holdover from 2015 involved Animal Friends which was closed and taken care of during 2016. Maher Duessel is in the process of conducting an audit for 2015. Of the \$10,000,000 that is available, almost \$7,000,000 has been loaned and it is unlikely that any more projects will come forward in 2016 that will require as much as \$3,000,000 so that will probably be it for the year. There are no additional meetings scheduled for now but when a need arises one will be scheduled.

Volunteer Firefighter's Steering Committee: Councilman LeDonne reported that Fire Marshal Stack is having a difficult time scheduling a time for all of the Fire Chiefs and Personnel to get together but he is still working on it.

North Pittsburgh Community Development Corporation: Councilman LeDonne reported that there has not been a meeting nor a request for a meeting at this time.

Town Museum: Councilman Aufman reported that work is progressing and he asked Mr. Cordek to elaborate. Mr. Cordek stated that there has been quite a delay. Some HVAC materials had to be changed to ensure climate controlled areas for the materials (at lower cost). Beattie Tech has had trouble with scheduling this year so they did not return until March. Two of our Public Works crew members are there to keep work going. The construction part should be done in a few more weeks. We will have to wait and see how much material can be moved in to the museum during the next couple of months. A lot of the items are currently being stored at Public Works and many are still at the school. For Community Day the building will be complete but the collection will only be partially ready so we may advertise a "Sneak Peak" then conduct a grand opening later in the Spring. The goal will be to have some exhibits done and to continue work in the basement area then to move it upstairs as it is complete.

Community Day Committee: Councilman Aufman reported that they will meet again on June 7, 2016, and we do have a stage. Councilman LeDonne reported that he has confirmed Pastor Aaron Chris from St. Ursula's to do the Invocation

REVIEW OF ENVIRONMENTAL QUALITY BOARD PROPOSAL

Councilman Aufman stated this was renamed to Environmental Advisory Committee. Everyone perused the revisions.

Councilman Mertz asked why it was changed back to 1 member from each ward. Councilman Aufman noted dispersion of membership throughout the Town is the goal objective. Mrs. Barbara Richards, 305 Manor Court, suggested we add a sentence stating "In the absence of an applicant from a particular ward, Council may appoint a representative from another ward." Everyone agreed on the wording as well as on adding the revision. The word "must" will be then changed to "shall" and then the new sentence will be added.

There was some discussion regarding #9. Councilman McKim stated that if you only have 3 members you don't want them taking action. It was agreed that 4 affirmative votes should be kept in.

Councilwoman Zachary stated that she is good with the proposal as is with the one change.

Mr. Ted Meinert, Planning Commission Chairman, stated that he felt this proposed resolution seemed fairly open-ended and he wanted to note what the Planning Commission does regarding environmentally. Items reviewed by the Planning Commission or the consultants are as follows and probably more. There are wetlands delineations on all of the projects. There are

steep slope delineations; any slope over 20% is shown on all submittals. There are floodplain requirements and floodplain studies done. There are forested areas that have to be shown. The Planning Commission can require environmental studies of different types. The Planning Commission almost always requires a geotechnical study. Traffic studies are done on most commercial projects. Once a long time ago, they even had an archeological study done when a few arrowheads were found.

Once the projects come into McCandless for a site plan review, the Planning Commission covers buffer areas, coverage ratios, lighting, parking, landscaping, signs, sidewalks, building standards and they even have standards on blasting, accessory facilities, building setbacks, size of lot versus its use.

In addition to that sort of thing the Planning Commission has also done a number of studies over the years. Within the last 10 or so years, they have completed totally new comprehensive plan, which is a big project to complete. They did a sidewalk plan a few years ago trying to note where in the Town that sidewalks should be put in in the future as we complete development and see re-development of areas built before sidewalks. We update the zoning map from time to time. They have developed performance standards in conjunction with the D-Development District which is along McKnight Road and have extended some of those standards into other parts of the Town. They have developed transportation districts, the last one being over on Babcock Boulevard near the hospital where each property owner was assessed a certain amount of money to allow improvements to he believes 4 intersections. They have cell phone tower regulations, overlay districts and have developed a district called the R-C District along the southern part of Route 19 which gives some guidance primarily to people who are trying to turn homes along that area into commercial properties. They have done a sign study with Pine Township through the Wexford Flats to develop a unified way of handling signage. They employ professional planners, engineers, hydrologists and traffic consultants to take a look at most of the plans.

Mr. Meinert would also like to point out that the remaining commercial land in McCandless is mostly going to be redevelopment. It is not going to be virgin soil like McCandless Crossing. He knows the big item has been the Walmart site but there are other sites all through the corridor there that have been redeveloped in the same way. They have taken old buildings down and built new buildings as well as they have taken old buildings and remodeled them and added to them. All along 19 and McKnight Road is probably going to be the majority of the commercial development in the next few years and other than that there are only a couple other roads with commercial on it like Ingomar and Babcock which is fairly light use.

Mr. Meinert also encouraged and invited anyone to attend a Planning Commission Meeting to see what they do and to see how they work with the consultants like Gateway Engineers and PVE Sheffler who also submit written reports on all projects. He stated as they go through the Environmental Advisory Committee he just wanted to make everyone aware that the Planning Commission does cover a lot of environmental items.

Mr. David McIntyre, Planning Commission Member, added that they also work with the Sanitary Authority and Water Authority regarding the utilities. Mr. Dick Schnupp, Planning Commission Vice Chairman, added that also when a project comes in, the Town only has so many days to get it squared away and to note that a project cannot be delayed due to trees or something else or the Town could get in legal trouble. He also stated that when he read the article in the Tribune he thought that maybe the new members of Council are not aware of all that the Planning Commission already does and once again invited everyone to attend a meeting. The detail the Planning Commission gets into, the developers wish they would not.

Councilman McKim stated that he is sensing that the Planning Commission is concerned with the overlay of the EAC which he thinks is a valid point but he feels as if the solution might be the wording of item #2. If the EAC group focuses on trees, that has to be approved by Council and if the Planning Commission has just already taken on that project and thoroughly covered the topic of which size trees should be within the Town, Council will know. Mr. Meinert responded that he is concerned that the mandates could overlap and if they are hiring consultants to do detailed studies such as the stormwater study, they are now using the latest standards for that with best practice being rain gardens, they wouldn't want a different Board to look at the same situation primarily because they are paying a lot of money and the consultants are going by the State's as well as our standards. The Planning Commission tries to address the issues as they come up and to anticipate problems.

Mrs. Rita Martin, 10585 Grubbs Road, stated that the jobs are different for example other municipalities address items such as picking up trash on the roads and air quality where the Planning Commission is the planning of the community. The EAC might notice something and bring it to the attention of Council. Another Community looked at bike lanes. The environment is the quality of the community and what it offers everyone.

Councilman Aufman thanked the Planning Commission for everything that they do for the Town and stated that the Planning Commission will still run the same as it does now.

Mr. Mark Donatelli, 9753 Griffith Road, stated that the watershed is unique and to redevelop it for the Walmart or anything else would be a tragedy for the whole area. This is a very environmentally delicate area and do not want it to be like Kilbuck. The best thing for us to do is to balance everything with businesses and homes.

REVIEW OF DRAFT POLICY REGARDING APPOINTMENTS TO BOARDS, COMMISSIONS AND SPECIAL COMMITTEES

Councilwoman Zachary asked if the list contained everyone that Council appoints and if anyone was left out of there. Councilman Aufman replied that no one was left out.

There was some discussion regarding #5 and the notification of a time frame. Councilwoman Zachary stated that we took away a rough time frame on #5 and she feels it would be good to let people know what to expect on when they will know and Councilwoman Powers agreed. Mr. Ries stated that people may submit an application possibly when a position is open so the

Town would then hold onto the application. Mr. Cordek stated that we may need to add "upon notice of a vacancy". When an application comes in the applicant will be notified that there are no vacancies and when there is a vacancy the Town will pull out the file as well as post the vacancy on the website for 30 days. It is difficult to schedule interviews for Council at particular times of the year such as budget time. Councilman Aufman stated that we should state somewhere that the applicant will be notified. Mr. Cordek suggested that it should state "Acknowledgement of receipt will be sent within seven business days of receipt." under item #2. Then in item #5, it was agreed to state "as soon as reasonably feasible".

Mr. Cordek pointed out the one change on the application. All new changes will be sent out for proofreading prior to the Business Meeting so it will be ready to vote on.

REVIEW OF DRAFT MEETING PROCEDURES POLICY

Mr. Cordek stated that on his memo he tried to capture some of the comments from the last meeting and proceeded to discuss the changes. The changes are shown in blue or double underlined from last month's meeting.

At all meetings there will be 2 sign in sheets, 1 will be taken at the beginning of the meeting and if a person who wishes to speak has not signed in then they will be able to sign in on the second copy. A person who gets to a meeting a little late should still be able to speak.

Councilwoman Zachary asked if in Section 1.1 if this where a person can make a comment about anything that is not on the agenda. Mr. Ries replied no that it is supposed to be just about agenda items. Mr. Ries stated that we need to provide one opportunity for citizens to comment on items that are not on the agenda which is referred to on item #9. The options would be to have it discussed at the Agenda Review Meeting so if there is something significant that you would like to place on the agenda that would be the time. The other option was to have general matters or comments after the Business Meeting. There was some discussion on when public comments should be made either the beginning or end of the meeting. There was some discussion on items #1, #8 and #9. Mr. Cordek stated that #1 covers the Business Meeting but is stated as the regular meeting because that is what the Charter calls it. #1 will be changed to a "Regular (Business) Meeting". The word "items" should be added to item #1 so it states "items on the agenda". #8 is talking about Committee Meetings and #9 is about the Agenda Review Meeting. It was decided that comments regarding the agenda items will be discussed at the beginning of the Regular Business Meeting prior to the votes and general comments will be placed at the end of the Regular Business Meeting. It will be reserved to comments and that questions will only be answered if it is a simple enough question other than that a detailed and/or accurate answer will be given at the next appropriate meeting.

Councilwoman Zachary stated that #2 should be changed to "or" so that it is consistent with the rest of the resolution and everyone agreed.

There was some discussion regarding #5 and it was suggested to take out "have the purpose of disrupting" and to say "to be disruptive" and the item will end after the word "meeting" in the first sentence.

Councilman Mertz stated that in item #6 he thinks that 3 minutes should be taken out. Mr. Brian Moreth, 919 Cumberland Road, replied that if a point cannot be made within 3 minutes then the person should do a written statement to finish it off.

Councilman Aufman stated that Mr. Cordek and Mr. Ries will continue to work on this.

REVIEW FIRST QUARTER FINANCIAL REPORT

Councilwoman Zachary asked where the extra money goes, for example if there is extra money from ice and snow. Mr. Cordek replied that it goes back into the general fund balance that they do not have the authority to rebudget it. When working on the budget, they try to do a rolling 5-year projection. Capital projects continue to be funded out of reserves set aside for that purpose. The money will be reallocated in the next budget.

PRESIDENT OF COUNCIL'S REPORT AND CORRESPONDENCE

Councilman Aufman stated that he had nothing further to report.

TOWN MANAGER'S REPORT

Mr. Cordek stated that he had nothing further to report.

Mrs. Martin asked if the Town has been thinking of the 10-year plan. Mr. Cordek replied that Mr. Bruce Betty, Zoning Official, has initiated the project and will take starter concepts to the Planning Commission who will make a recommendation to Council. There are also currently some Zoning Ordinance Amendments in the process.

TOWN ATTORNEY'S REPORT

Mr. Ries stated that the objectors have filed a petition for review of the Walmart situation with the Pennsylvania Supreme Court and we are filing our response probably Wednesday. The Court could rule on that in about 60 days.

ADJOURNMENT

The meeting was adjourned at 10:24 p.m.

Respectfully submitted,



Malinda S. Kennedy
Building/Fire Marshal Administrative Assistant

