

TOWN OF McCANDLESS  
MEETING OF TOWN COUNCIL  
MINUTES

MARCH 9, 2020

TOWN HALL

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The Town Council meeting of March 9, 2020 was called to order at 7:30 p.m. by Council President Zachary (Ward1), with the following in attendance: Council Members Bill Kirk (Ward 2), Charles J. Mazur (Ward 3), Angela M. Woods (Ward 5), Carolyn L. Schweiger (Ward 6) and Patricia A. Cloonan (Ward 7). Others present: Town Attorney Gavin A. Robb of Tucker Arensberg, Town Manager Robert T. Grimm, Assistant Town Manager/Finance Director Trisha Greathouse, Planning and Development Administrator Rachel J. (RJ) Susko, Public Works Superintendent Mark Sabina, Fire Marshal Dan Stack, Interim Chief of Police Ryan Hawk, Junior Councilperson Michael Taffe, Administrative Assistant Marie Haller and citizens as per the sign-in sheet. Excused: Joan D. Powers (Ward 4)

EXECUTIVE SESSION

Council President Zachary reported that an Executive Session was held at 7:00 p.m. to discuss personnel matters.

INVOCATION

The invocation was given by Councilmember Patricia A. Cloonan and was followed by the Pledge of Allegiance.

ANNOUNCEMENTS

Council President Zachary shared the following announcements:

Small Business Bulletin Board

A small business bulletin board has been added to the Town's website for the purpose of supporting and encouraging consumers to shop at small, local and independently owned businesses in our community. All area small businesses are encouraged to participate.

Town of McCandless recognized as a 2020 Banner Community

The Town was designated as a 2020 Banner Community by the Allegheny League of Municipalities for the seventh straight year and received a Community Citation of Recognition Award on March 6<sup>th</sup>.

Councilmember Field Trip – MS4 Projects

A Council field trip to observe MS4 Projects within the Town has been scheduled on March 20, 2020.

MINUTES

Motion was made by Councilmember Woods and seconded by Councilmember Mazur to approve the minutes of Town Council's Meetings of February 10, 2020 and February 24, 2020, as submitted.

The motion carried unanimously.

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PUBLIC HEARING – REZONING REQUEST  
POHL CONSTRUCTION  
8500 THOMPSON RUN ROAD

A Public Hearing was held on the request of Don Pohl of Pohl Construction to change the zoning district of certain property located at 8500 Thompson Run Road, also identified as Block and Lot No. 717-J-216, from C-7 (Office Building District) to R-3 (Townhouse and Garden Apartment District) and amend the Town's zoning map accordingly.

Don Trant, Principal Engineer of Trant Construction provided an overview of the zoning amendment request and discussed proposed plans to construct a 23 townhouse with private roadways, sidewalks and meeting height and lot coverage requirements.

For clarification, Councilmember Kirk requested and received information pertaining to the current zoning districts of the adjacent properties.

Planning and Development Administrator RJ Susko provided details pertaining to permitted uses in a R-3 (Townhouse and Garden Apartment District) zoning district.

Dan Demoise, 1825 Foxcroft Lane, adjacent property owner, asked questions regarding the planned buffer zone and discussed traffic concerns. Council President Zachary explained that a development plan has not yet been submitted; therefore, the proposed site development details will be reviewed at a subsequent meeting. Town Manager Grimm noted that there are current buffer zone regulations.

Arnie Bigler, President of Temple Ohav Shalom, discussed questions pertaining to the planned development, discussed synagogue activities and ongoing concerns regarding security and plans to install a fence. Council President Zachary reiterated that a development plan has not yet been submitted, therefore the proposed site development details will be presented and reviewed at a subsequent meeting.

Teresa Boley, 1996 Carriage Hill Road, expressed concern about the number of access roads to be included in the proposed development and discussed traffic concerns.

Dennis Mascari, property owner of 8700 Thompson Run Road, discussed concerns pertaining to the proposed development, the developer's compliance with regulations and the potential impact to traffic congestion.

Jessie Wensel, 8700 Thompson Run Road, shared comments pertaining to security, suggesting a need for a buffer or fence. She also discussed traffic concerns.

## REPORTS OF THE FINANCE and PERSONNEL COMMITTEE

Check Listing

Councilmembers reviewed Check Listing No. 3, dated February 1, 2020 through February 29, 2020, totaling \$1,174,439.32, as submitted to each member of Council and posted on the bulletin board and Town website.

Financial Summary and Dashboard Report

Assistant Town Manager/Finance Director Trisha Greathouse provided an update pertaining to the Preliminary Monthly Financial Summary and Dashboard Report for December 2019. She noted, review of the 2020 financials will begin following the completion of the Town's annual audit. A copy of this report was provided to Town Council in advance of this meeting.

Councilmember Cloonan requested clarification regarding the collection of Business Privilege Tax. Ms. Greathouse reported that she anticipates increased collections in 2020 with planned code enforcement that will focus on business privilege licensing along with a review of fire and building permits issued.

Councilmember Kirk asked questions related to the impact of COVID-19 virus and the potential need for Council to review revenues and projections. Ms. Greathouse affirmed that the Town will continue to monitor circumstances and will consider any necessary adjustments that may be needed as a result of an Emergency Management response by the Town.

RESOLUTION No. 4 of 2020  
ALLOCATION OF 2018 EXCESS REGIONAL ASSET FUNDS

Motion was made by Councilmember Mazur to adopt Resolution No. 4 of the 2020 Series, a resolution awarding the allocation of 25% of the 2019 Regional Asset Proceeds that exceeded the amount received in 2018 to the McCandless-Franklin Park Ambulance Authority which is \$2,730.68, in accordance with Act 77 of 1993 and the Intergovernmental Cooperative Laws of Pennsylvania. Councilmember Mazur reviewed eligible entities, including the Northland Public Library, the North Hills Council of Governments and the McCandless-Franklin Park Ambulance Authority.

Councilmember Cloonan requested information and received clarification regarding funding the ambulance authority receives or has received from joint municipalities.

An amended motion was made by Councilmember Kirk and seconded by Councilmember Schweiger to award the allocation of 25% of the 2019 Regional Asset Proceeds that exceeded the amount received in 2018 to the McCandless-Franklin Park Ambulance Authority in the amount of \$2,730.68, above.

A roll call vote was taken, (Ward: 2=Y, 3=Y, 5=Y, 6=Y, 7=Y, 1=N, (WARD 4 absent), resulting in a 5-1 vote, motion carried.

APPOINTMENT - IT CONSULTANT

Motion was made by Councilmember Mazur and seconded by Councilmember Kirk to appoint the Town Manager's recommended appointment of an IT Consultant, effective March 16, 2020.

Councilmember Mazur restated his motion and Councilmember Kirk seconded the motion, naming PM Consulting as the Town's IT Consultant, effective March 16, 2020.

Town Manager Grimm introduced Marcy Pearson, Chairperson of the Technology Advisory Committee and recognized committee members for their due diligence in reviewing the Town's system and developing an RFP for these services. Ms. Pearson provided an overview of the TAC's process and recognized fellow committee members including, Joseph Beierle, Craig Schenker and Joseph Seidel.

The motion carried unanimously.

RESIGNATION – ANDRE LESSA  
TECHNOLOGY ADVISORY COMMITTEE

Motion was made by Councilmember Mazur and seconded by Councilmember Kirk to accept the resignation of André Lessa, a member on the Technology Advisory Committee, effective immediately.

The motion carried unanimously.

SEMINARS and CONFERENCES

ALOM Conference (April 2-5<sup>th</sup>)

The Annual Allegheny League of Municipalities Conference will be held April 2 through April 5, 2020 at Seven Springs Mountain Resort.

Addendum: This conference has been canceled as a precautionary response to the COVID-19 virus.

Harassment Compliance Training (March 30<sup>th</sup>)

Council President Zachary announced Harassment Compliance Training for all staff, all departments and committee members will be held March 30, 2020.

REPORTS OF THE ZONING COMMITTEE

Council President Zachary reported there were no items for discussion and there were no comments made pertaining to the Zoning Committee.

REPORT OF THE PUBLIC SAFETY COMMITTEE

Police Activity Report

Interim Police Chief Hawk summarized the February 2020 Police Activity Report and provided an overview of ongoing officer training activities. He reported that officers have recently received an update pertaining to the COVID-19 virus and safety precautions. Also noted, personal protective items have been purchased and up-to-date safety guidelines have been distributed to officers.

REPORT OF THE PUBLIC WORKS COMMITTEE

Public Works Activity Report

A copy of the February 2020 Department of Public Works Activity Report was distributed to councilmembers in advance of this meeting. Mr. Sabina reported crews are getting a jump start on spring drainage work due to mild weather. He also reported that conversations continue between municipalities and with vendors to determine whether salt storage fees will be waived. The Town is

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obligated to purchase another 2,200 lbs. of salt in accordance with current agreements. Town Manager also noted the 2021 allocation for salt may decrease depending on this year's surplus.

#### REPORT OF THE SERVICES COMMITTEE

##### Fire Marshal's Report

Fire Marshal Stack reviewed the monthly reports for December 2019 and January 2020. There were 112 fire calls in December, with 1097 calls recorded in 2019 and there were 113 calls in January 2020. In comparison with 2018, the fire companies had an overall increase of 231 calls. A total of \$13,250.00 was collected in 2019 for false fire alarms which will be deposited in the Fire Apparatus Sinking Fund account. Also noted, firefighter physicals are scheduled on Saturday, March 21, 2020 at Town Hall and Tuesday April 21, 2020 at Ingomar Fire Station.

##### Code Enforcement Violation/Complaint Statistics Report

A copy of the February 2020 Violation/Complaint Statistics Report was distributed to councilmembers in advance of this meeting. Town Manager Grimm noted Jeff Schoeneman, the Town's Code Enforcement Officer received his residential building inspection certification in February which will enable him to assist both the Building Inspector and Fire Marshal moving forward.

#### REPORT OF THE RECREATION COMMITTEE

Councilmember Cloonen reported the Gerard J. Aufman, Jr. Joint Recreation Program will be held June 15, 2020 through July 10, 2020. This summer program will be held at Hosack and Bradford Woods Elementary Schools at a cost of \$175 for the four-week program.

#### NEW BUSINESS

##### Recording of Planning Commission Meetings

Council President Zachary announced plans to begin taping and linking videos of the Planning Commission Meetings on the Town's website. She thanked Councilmembers Kirk and Cloonan for their suggestion of recording these meetings.

##### Resignation – Shannon Yeakel

Motion was made by Council President Zachary and seconded by Councilmember Schweiger to accept the resignation of Shannon Yeakel as a member of the Activity Advisory Committee, effective immediately. The term of this vacancy expires September 30, 2021.

The motion carried unanimously.

#### PUBLIC COMMENT

There were no comments.

ADJOURNMENT

Motion was made by Councilmember Cloonan seconded by Councilmember Mazur and carried unanimously to adjourn the meeting at 8:27 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Grimm', with a long horizontal flourish extending to the right.

Robert T. Grimm  
Town Manager

/mah