

**TOWNSHIP OF O'HARA
COUNCIL WORKSHOP MINUTES
MARCH 5, 2024**

I. OPENING PROCEDURES

- A. Call to Order by President Eccles at 7:02 p.m.
- B. Pledge of Allegiance led by President Eccles.
- C. Roll Call

Council Members Present: Cassandra R. Eccles, Council President; Michael F. Hammill, Vice-President of Council; Richard S. Hughes (*), First Ward; George H. Stewart, Second Ward; Paul L. Cullen, At-Large; Shamus Petrucelli (*), At-Large

Absent: Olivia T. Payne, Fourth Ward

Also Present: Julie A. Jakubec, CPA, CGMA, Township Manager; Brendan Lucas, Township Solicitor; Charles W. Steinert, Jr., P.E., Township Engineer; Christopher Komora, Special Projects Coordinator/Code Enforcement Officer; Todd Giammatteo, Public Service Superintendent; Jay Davis, Police Superintendent; Cathy Bubas, Manager's Secretary

(*) - denotes attended meeting via zoom.com.

Manager Jakubec informed Council that Ms. Payne was unable to attend the workshop due to a personal matter.

As the meeting proceeded, the Manager provided additional details on each agenda item for the benefit of the Girl Scouts Troop and Leaders that were in attendance.

II. REVIEW AND DISCUSSION

- A. Application for Preliminary Land Development – C.O.R.E., 260 Kappa Drive

The Manager stated it has been proposed by the Center for Organ Recovery and Education (C.O.R.E.), owner of parcel 226-M-80 located along Kappa Drive, to construct a 2-story building with parking accommodation, driveways, landscaping, lighting, and stormwater management controls. The lot is in the SM Suburban Manufacturing District. The Township Planning Commission completed its review of the Plan at its February 12th meeting and has recommended to Council that approval be granted subject to the conditions noted in the proposed resolution.

Mr. Stewart inquired about the intended use of the building. Mr. Hughes stated the building will have additional laboratories for additional procedures, as well as office space.

Mr. Stewart inquired about the stormwater management plan. Mr. Steinert, Jr., P.E. explained during construction there will be three above ground and upon completion of the building the stormwater retention facilities will be moved underground and provide 65% release rate.

Township Engineer Steinert noted the applicant would be before Council in April for Final Land Development Approval.

Megan Amster, 109 Eton Drive, inquired about plans for C.O.R.E.'s other building. Mr. Steinert, Jr., P.E. stated the other building would be renovated. Mr. Hughes added that the building would also be used.

The consensus of Council was to include a resolution for consideration on the March 12th regular meeting agenda.

B. Proposed Sewer Facilities Planning Module for C.O.R.E.

The Manager stated the Pennsylvania Department of Environmental Protection requires the submittal of a Sewage Facilities Planning Module for each subdivision and land development plan.

The consensus of Council was to include a resolution on the March 12th regular meeting agenda for consideration.

C. Proposed Sewer Facilities Planning Module for Meinert Estates, 335 Dorseyville Road

Manager Jakubec noted that the Pennsylvania Department of Environmental Protection requires the submittal of a Sewage Facilities Planning Module for each subdivision and land development plan.

The consensus of Council was to include a resolution for consideration on the March 12th regular meeting agenda.

III. CITIZEN COMMENTS CONCERNING NON-AGENDA ITEMS

Lisa Sudbury, 219 Saint Charles Place, asked if Saint Charles Place would be paved. Mr. Steinert, Jr., P.E. stated that road is not on the list for paving this year. He would review the condition of Saint Charles Place.

II. REVIEW AND DISCUSSION CONTINUED

D. Proposed Zoning Ordinance Amendments Including Definitions, Uses in the Commercial and Suburban Manufacturing Districts, and Applicable Supplemental Regulations

The Manager recalled prior discussions with RIDC, the RIDC Business Alliance and staff concerning changes to the Township Zoning Ordinance to assist in the revitalization of RIDC Park. The proposed changes include:

Definitions: Electric Vehicle (EV), Electric Vehicle Supply Equipment (EVSE), EV-Capable Space, EV-Ready Space, Post-Secondary Educational Institutions, and Sundry Shops

C Commercial District:

Add as an Accessory Use: EV Charging (DC / Fast Charging)

SM Suburban Manufacturing District:

Add as a Principal Use: Financial Institutions

Add as an Accessory Use: Sundry

EV Charging (DC / Fast Charging)

Remove as an Accessory Use: Bank

Add as a Conditional Use: Post-Secondary Education Institutions

Convenience Store

Supplemental Regulations:

Convenience Store:

No audio emitted from fuel pumps or EV Supply Equipment, except for store communications.

Any proposed use shall have a driveway entrance located within 600' of a highway interchange or parcel that abuts a State Road and has direct access to the State Road for ingress and egress.

Building site shall not abut a residential district.

Primary Building shall be 300' from a residential district or any adjacent municipal border.

EV Charging (DC / Fast Charging)

EV Charging (DC / Fast Charging) uses shall not reduce the number of required parking spaces required by the Principal Use.

Stations shall comply with the setback requirements associated with parking lots.

Any canopy or covers must meet setback requirements for the Principal Structure.

Manager Jakubec stated the proposed amended zoning ordinance was forwarded to Allegheny County Economic Development for review and comments, which were received. The ordinance was introduced during the December 12, 2023 regular meeting. As required by the Pennsylvania Municipalities Planning Code ("MPC") a Public Hearing has been scheduled and advertised for March 12, 2024 to receive public comments.

Mr. Stewart questioned if the Business Alliance feels they will get the necessary votes to change the covenants related to the proposed zoning changes. Manager Jakubec believed members of the Alliance were reaching out to other tenants. She noted RIDC has indicated they would not litigate changing the covenants.

The consensus of Council was to include the ordinance on the March 12th regular meeting agenda to consider adopting the proposed zoning changes.

- E. Requesting Authorization to File a Grant Application with Pennsylvania Department of Conservation and Natural Resources for the O'Hara Township Community Park Trail Stabilization Project Phase II

The Manager explained the resolution authorizes the filing of a Department of Conservation and Natural Resources (DCNR) Grant Application for the Trail Stabilization Project Phase II at O'Hara Township Community Park in the amount of \$200,000. A gabion wall along the creek failed and resulted in washing out the trail. The Township's match is \$200,000.

Mr. Steinert, Jr., P.E. noted that \$132,000 in grant funds had been received and expected with this grant and the Township's match that the project would be completed.

The consensus of Council was to include the resolution for consideration on the March 12th regular meeting agenda.

- F. Proposed Amendments to the Civil Service Commission Rules and Regulations

Manager Jakubec stated the Township Civil Service Commission and staff reviewed the Rules and Regulations and has offered recommendations to expedite the process to create an Eligibility List and modernize the regulations.

President Eccles recalled a suggestion from Mr. Hughes to insert on page 9 in the first full paragraph, "...sent directly to the *Civil Service Commission*..." to which Council agreed.

The consensus of Council was to include the proposed ordinance for consideration of introduction on the March 12th regular meeting agenda.

- G. Update on Discussions with Blawnox Police Department About Combining Police Departments

The Manager noted that she is waiting to receive a Pension Study from the Actuary. She hoped to have the study in the next week or two. The next step will be to meet with the attorney to prepare an intergovernmental cooperative agreement. The attorney previously prepared such an agreement for the Brackenridge and Tarentum Boroughs Police Departments.

- H. Update on Discussion Among O'Hara Fire Departments and Blawnox Volunteer Fire Company About Joint Recruiting, Retention, Training and Capital Purchasing

Manager Jakubec stated the Township's two fire departments are working with Blawnox fire department on recruiting, training, and retention. The meeting included good dialogue. The departments will be submitting a joint Federal grant application to receive funding. The departments will continue to meet every other month. The Manager noted that she had also reached out to State Representative Steel and Senator Williams' office for ideas, one which is a benefits package for the volunteers. State Representative Steel and Senator Williams' office also agreed to advocate on behalf of the required training to be a fire fighter level 1. It was noted the training is free.

The Manager noted the members that are serving on the committee also include members of Council.

President Eccles suggested the Girl Scouts in attendance could be Junior Fire Fighters at the age of 14.

I. Consideration of Contribution to Cooper Siegel Library

Manager Jakubec recalled during the 2024 Budget review, Council agreed to leave an allocation of \$22,000 in the budget as a place holder and discuss conditions/restrictions of any gift to the library in 2024. In the past the Township's contribution was restricted to the Sharpsburg Branch for the use of operational costs and / or the purchase of new equipment, with additional restrictions that the funds must be expended in the year the gift is received, and if funds are held for the following year a detailed explanation must be provided as to why and for what purpose; and in no way can the budget for the Sharpsburg Library Branch be reduced by our gift or any portion of the gift held over for use the following year.

The consensus of Council was to continue the same restrictions on the contribution to the Cooper Siegel Library.

Megan Amster commented about programs offered at the Sharpsburg Library Branch, specifically the Halloween Spooky Stories, which had at least 15 people in attendance.

Mr. Stewart questioned what the Township's money was used for in 2023, which the Manager indicated she would request. President Eccles recalled the important thing was keeping the library open on Friday.

Beatriz Conte, 219 Woodmont Drive, questioned the meaning of "community" as it relates to the Lauri Ann West Community Center. She stated people must pay for everything and there is no sense of community. President Eccle recalled an open gym was previously offered for free, but no more. She stated she is on the Community Center Board and would mention this again. Megan Amster suggested the community center offer a flat, day rate or a youth rate.

J. Scheduling Interviews for Parks and Recreation Commission, Uniform Construction Code Board of Appeals, Zoning Hearing Board Alternate

Manager Jakubec stated Mary Lee Mahon, of the Parks and Recreation Commission and Nancy Neal of the UCC Board of Appeals have decided to retire their services. Shamus Petrucelli was serving on the Parks and Recreation Commission until being elected to serve on Council. Karl Kline relocated to eastern Pennsylvania. The Manager suggested advertising the vacant positions in the Township newsletter on social media and the newspaper. Interviews could be scheduled in May, to which Council concurred.

- K. Requesting Authorization to Sell a Speed Trailer on Municibid
- L. Requesting Authorization to Sell a 2015 Lawn Tractor Trailer on Municibid
- M. Requesting Authorization to Sell a 2005 Viking 20-ton Trailer on Municibid
- N. Requesting Authorization to Sell a 2001 Viking 10-ton Trailer on Municibid
- O. Requesting Authorization to Sell Various Equipment from Old Police Vehicles on Municibid

Manager Jakubec noted anything with a value more than \$1,000 must be bid and the Township has used Municibid, an online auction company that has been very profitable.

Mr. Hughes suggested combining all the items to be bid into one motion. President Eccles noted the other items requested by staff to sell.

The consensus of Council was to combine the items to be sold into one motion on the regular meeting agenda.

P. Planning Commission Annual Reports for 2022 and 2023

President Eccles questioned if Council had not received the 2022 Annual Report, noting discussion of chickens. The secretary stated the report had been overlooked.

Manager Jakubec informed Council that staff, along with Joe Zgurzynski, a member of the Planning Commission, caught a rogue chicken wandering around in Fox Chapel Plaza. Mr. Zgurzynski 'adopted' the chicken.

Q. Proposed March 12, 2024 Regular Meeting Agenda

It was noted that the items to be sold through Municibid were to be combined into one motion.

IV. CONCERNS OF COUNCIL

Mr. Stewart inquired about the status of the house along Ravine Street. Mr. Komora stated the individual did not show up for the court hearing. Manager Jakubec stated if the Township obtains enough judgements, the property could be put up for sheriff sale.

President Eccles referenced a letter received concerning the Margaret T. Weil Nature Preserve. Manager Jakubec indicated she informed Mr. Giammatteo about the issue with the dam collapsing and causing the pond to drain.

V. CONCERNS OF STAFF

Manager Jakubec noted upcoming events, including a Spotted Lantern Fly trap making class. She noted the class size is limited and suggested those interested in the class need to register.

The Manager announced the second bucket of batteries was delivered for recycling. The Township is now recycling lithium ion and alkaline batteries.

Also noted were the drop off for weathered United States Flags for proper disposal, the collection of prom dresses/gown and accessories for Project Prom, glass, and corrugated cardboard recycling dumpsters in the municipal parking lot.

Manager Jakubec noted the Cookies and Coco with Cops event was a success.

The Manager requested Council to remain after the workshop for an Executive Session to discuss labor and legal matters.

Questions / Comments from Girl Scouts

Hannah asked if Council gets paid. President Eccles stated Council is paid \$75 a month.

Emmy asked, "Who is Eric Schmidt and what is his role?" Manager Jakubec stated Mr. Schmidt is a Township resident and is attending the workshop via zoom.

Another Girl Scout asked why a house near O'Hara Elementary School is taking so long to build. The Manager explained that as long as a construction project continues to make progress the building permit remains open.

Manager Jakubec informed the Girl Scouts that Council and Township Management emails are available on the Township website so that anyone can communicate directly with them.


Megan Amster questioned the difference between the 'workshop' and 'regular meeting.' Manager Jakubec stated items on the workshop agenda are discussed in-depth. Items on the regular meeting agenda are briefly discussed and up for Council to act.

The three Girl Scout Leaders were given Township History Books.

President Eccles advised the Girl Scouts that the only way to make change is to come to a Council meeting and discuss the matter.

VI. ADJOURNMENT

The workshop adjourned at 7:57 p.m. and Council entered Executive Session.


Cathy Bubas, Manager's Secretary

Attachment: Attendance Sheet

SIGN-IN SHEET

DATE: 3-5-2024

TOWNSHIP OF O'HARA

Council Workshop
Meeting

Lisa Sudbury O'HARA
Name Address or Organization

Beatriz Costa O'Hara
Name Address or Organization

Megan Amisk O'hara
Name Address or Organization

Eric Schmidt zoom
Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization

Name Address or Organization