

NEVILLE TOWNSHIP  
5050 GRAND AVENUE  
NEVILLE ISLAND, PA 15225

June 11, 2020  
7:00 PM  
REGULAR MEETING

**CALL TO ORDER:**

The June 11, 2020 Regular Meeting was called to order by Chairman Rutter at 7:04 PM. Due to the COVID-19 Pandemic Emergency the meeting was held virtually.

**PLEDGE OF ALLEGIANCE:**

Chairman Rutter led the Pledge of Allegiance.

**ROLL CALL:**

**Officials Present:**

Present: Mr. Brown, Mr. Kerr, Mr. Leon, Mrs. Phillips, and Mr. Rutter.

**Also, Present:**

Township Manager Jeanne Creese  
Township Solicitor Charles Means  
Township Engineer Drew Null  
Ohio Township Police Sergeant Adam Beck

**AUDIENCE COMMENT ON AGENDA ITEMS ONLY:** Chairman Rutter stated the public was informed via advertisement that comments or questions could be submitted via email or phone until 6:00 PM this evening. No public comment has been received.

**ENGINEER'S REPORT AND MS4 STORMWATER REPORT**

- 1) **MS4 Program:** Board Training to be postponed for public meeting. A stormwater complaint was filed with the Township. Property owner has been notified of the complaint (Attachment A).
- 2) **Developments / Planning Commission:**
  - a) **Calgon Carbon:** CEC advised via email on June 3, 2020 that they are waiting for the County offices to reopen to complete submission of the NPDES NOT.

- b) **Gottlieb Warehouse**: No change, schedule to be requested for next month.
  - c) **Columbia Gas Parking Lot Improvements**: An update was requested on June 5, 2020.
  - d) **Neville Island Commons, LLC**: Bond reduction request was received, release of \$50,036.95 is recommended (Attachment B). Item placed on tonight's agenda.
  - e) **Lucknow-Highspire Terminal**: Public Works was contacted by the plumber for this site. Plumber advised that the property owner is experiencing issues and proposing meter pit replacement. Site review was held with plumber on May 28, 2020, summary attached (Attachment C).
  - f) **Goldie Subdivision**: Submission has been completed (Attachment D). Water service items have been satisfied.
  - g) **Neville Chemical Company Riverbank Erosion Protection**: The Neville Chemical Contractor contacted the Township on May 27, 2020 regarding proposed work. Grading permit to be filed.
  - h) **Tri-State Trailers Sales, Inc. Building Addition**: A status update has been requested for this development. Response was received via email on June 9, 2020 (Attachment E).
  - i) **Ashland Sewage Lift Station**: An Environmental Covenant for this site was approved by PaDEP on May 26, 2020.
  - j) **Lindy Paving Proposed Office and Lab Building**: A status update has been requested for this development. A status update was received via email on June 10, 2020 (Attachment F).
  - k) **Leo Metals (GSK Holdings LLC)**: Plan submission remains outstanding. A status update has been requested for this site (Attachment G).
  - l) **Neville Motel**: Teleconference was held May 22, 2020 with the Developer. A Dog Daycare is proposed at this site, Zoning Hearing application was provided to the Developer.
  - m) **Neville Chemical Hydrogenation Process**: Neville Chemical advised during a meeting on June 4, 2020 that the submission is drafted and is anticipated to be filed in the next two weeks.
  - n) **Calgon Carbon West Plant Expansion**: Calgon is proposing a building expansion to their existing West Plant site at 4301 Grand Avenue (adjacent to Pipelines, Inc.). Submission of a Land Development Application to be completed for this work.
- 3) **Phase I Consent Order and Agreement (COA)**: The revised COA is expected in June of 2020. It is reported that this Order will contain flow limits.

- 4) **Neville Road 16-inch Waterline Replacement**: The Bid Documents have been prepared for replacement of 750 feet of waterline as the Base Bid option with two options for an additional 500 feet. Bids were opened on June 10, 2020, bid report attached (Attachment H). An evaluation was conducted with Public Works using recording pressure transducers to simulate shutdown of the 16-inch transmission main. This evaluation confirmed that a temporary waterline is required during construction of the 16-inch transmission main replacement. Summary letter for this evaluation will be provided to the Township.
- 5) **Salt Storage Building**: Change Order No. 1 (Final) was prepared for a decrease of \$2,825.00, it is placed on tonight's agenda. Restoration was completed in past week. This will be closed out next month.
- 6) **Rules and Regulations**: Comments provided by the Township and Solicitor were incorporated for final review. Standard details will be included with this update, details are being reviewed with Public Works.
- 7) **Water System Compliance**: LSSE is working with Public Works to complete the following plans as required by PaDEP and/or EPA.
  - a) **Emergency Response Plan**: Draft was reviewed with Public Works, plan is being finalized.
  - b) **O/M Plan**: SOPs drafted for review with Public Works.
  - c) **Uninterrupted System Service Plan**: West View response remains outstanding.
  - d) **Risk and Resilience Assessment**: We are reviewing the requirements for plan preparation.
  - e) **Lead and Copper Rule**: No change, updates to be provided when released by EPA.
- 8) **Automatic Flushing / Sample Stations**: We are working with the Solicitor regarding the RMU easement.
- 9) **ALCOSAN GROW**: ALCOSAN advised that the application is not eligible for this funding cycle (Attachment I).
- 10) **Water and Sewer Mains**: An Opinion of Probable Cost was provided for this segment in amount of \$45,500.00. Completion of this work is a requirement of the Administrative Consent Order. Chairman Rutter would like to proceed with the sewer replacement for Mayflower Place.
- 11) **Rate Study**: LSSE is working with the Township of preparation of a rate study for sanitary sewers. Review with the Township Manager is ongoing. ALCOSAN is increasing rates again.

- 12) **Meter Inventory**, Water System Leaks and Violations: Public Works advised of several leaks and violations reported in the system. LSSE is working with Public Works to notify the property owners and resolve the matters:
  - a) **Neville Chemical Water Leak**: Comments to be provided regarding metering, backflow, etc. following review with Public Works. A meeting was held with Neville Chemical on June 4, 2020 regarding flow testing requirements, summary letter issued (Attachment J).
  - b) **3000 Grand Avenue (Mr. John)**: Plan submission received; comments provided (Attachment K). Mr. John is proposing to disconnect service from the existing meter pit and construct a new service connection. Plans note that an easement is available for the existing service. Remaining property owners to be notified once the work is complete.
  - c) **Lucknow Highspire Terminals (LHT)**: Update was requested on June 5, 2020.
- 13) **Allegheny County CD Year 46 Grant Cycle**: Work pending receipt of Agreement from Char-West COG.
- 14) **PA Small Water Sewer 2019 Grant Program**: CFA recently advised that awards will be considered at the September CFA Board meeting.
- 15) **2020 Road Program**: Bid opening was held on May 14, 2020. Contract was awarded to Youngblood Paving, Inc. in the amount of \$66,611.50. This work includes H Street and Alley B. Contract Documents were forwarded to the Township for execution. Pre-Construction Meeting is scheduled for June 25, 2020.
- 16) **Fleming Park Bridge Sanitary Sewer Forcemain**: West View advised that site restoration was completed on May 28, 2020. Public Works reviewed the site and reported that this matter has been resolved.
- 17) **Riverfront Park**: The Gottlieb surveyor staked Options A and B as illustrated on the Crossing Easement Exhibit prepared by LSSE dated May 2, 2019. The options were field reviewed with Gottlieb on May 12, 2020. Gottlieb advised that they are working with their surveyor to verify access across the railroad property. Gottlieb is requesting Option A be considered by the Township. Photos of the staked alignment were provided to the Township (Attachment L).
- 18) **Public Works Site/Memorial Park Improvements**: As the salt storage facility is complete, a plan / schedule to upgrade the paving and other site improvements should be considered.
- 19) **Water System Key Map**: We are working to update the key mapping with Public Works to include recent developments, service findings, etc.
- 20) **Roadway Maintenance Program**: An initial field review was conducted with Public Works on May 12, 2020. A memo was provided at the May meeting to summarize the general findings and categories for budget preparation. Budget information will be provided to the Township.

**SOLICITOR'S REPORT:** The Solicitor provided a written report for the June Meeting.

Solicitor Means provided advice on the request of Chairman Rutter to discuss in-person meetings during the COVID-19 emergency. Meetings can be held if State and County requirements can be met for room capacity and social distancing. Per the Governor's order, meetings can also continue to be held virtually. Manager Creese reported on the limits of the Meeting Room. A total of ten officials and staff attend Regular Meetings and with proper distancing and aisle space, there are very little space left for the public. Chairman Rutter proposed moving the July 9, 2020 meeting to the Neville Island Fire Station. It was discussed the space will have no air conditioning and the Township should assist the Fire Department with the required cleaning after the meeting. The Board will monitor the status of the emergency and advertise prior to the meeting as required.

Mr. Means advised there are three legal items to be discussed in executive session this evening: zoning, amusement tax collection and bid results.

**COMMISSIONER'S REPORT:**

**Commissioner Dave Kerr- Public Works - Water and Sewer:** Commissioner Kerr reported on May activity from the written report.

**Commissioner Bill Leon: Public Works- Streets and Highways:** Commissioner Leon reported on May activity from the written report.

**Commissioner Tracy Phillips- Parks and Recreation:** Commissioner Phillips reported on May activity from the written report.

**Commissioner Jim Brown- Public Safety- (Police, Fire, EMA):** Commissioner Brown reported on May activity from the written report.

**Commissioner Rick Rutter- Finance, Administration and Buildings-**Commissioner Rutter reported on May activity.

**BILLS:**

**Motion 1:** Motion by Mrs. Phillips to accept the bills due and payable and for the period retroactively to June 11, 2020.

**Second:** Mr. Leon

**Roll Call:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips- Yes and Mr. Rutter-Yes.

**Motion 5/5**

**TREASURER'S REPORT:**

**Motion 2:** Motion by Mr. Brown to accept the Treasurer's Report for the month of May 2019 as submitted.

**Second:** Mr. Kerr

**ROLL CALL:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Yes.

**Motion 5/5**

**MEETING MINUTES:**

**Motion 3:** Motion by Mr. Kerr to approve the minutes from the May 7, 2020 Caucus Meeting and the May 14, 2020 Regular Meeting.

**Second:** Mr. Brown

**ROLL CALL:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Yes

**Motion 5/5**

**ORDINANCES:** None

**RESOLUTIONS:** None.

**ACTION ITEMS:**

**Motion 4-Neville Island Commons Bond Reduction No. 2 ;**

**Motion by Mr. Brown to approve Bond Reduction Request No. 2 and Final for Neville Island Commons, reducing the bond amount from \$50,036.95 to \$0.00**

**Second-** Mr. Kerr

**Roll Call-**Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Yes.

**Motion:**5/5

**Motion 5- Salt Bin Site Preparation Contract Change Order No. 1**

**Motion by Mr. Kerr to approve Change Order No. 1 and Final for the Salt Bin Preparation Contract No. 19-M03 decreasing the contract price by \$2,825.00**

**Second:** Mrs. Phillips

**Roll Call:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Yes.

**Motion:** 5/5

**Motion 6-Neville Road Waterline Replacement Bid Award - Tabled**

**ANNOUNCEMENTS:**

**Announcement 1**

The Neville Township Board of Commissioners would like to extend their sincere appreciation to all residents and our business community for their patience and cooperation during the COVID-

19 Pandemic Emergency. Special appreciation is extended to all essential workers, including store and restaurant clerks, postal and delivery drivers, first responders, medical professionals, and our township staff. The township also thanks the Cornell School District, Meals on Wheels, the West Hills Community Food Bank, our local churches, and all those who are volunteering their time and funds to help those.

**Announcement 2**

Residents are reminded that the Township's Street Sweeping Program remains in effect. Police enforcement will resume with warnings issued on Wednesday, June 10 and citations issued beginning Wednesday June 17, 2020

**Announcement 3**

Residents are strongly encouraged to complete the 2020 Census at 2020Census.gov. The township relies on Census data when obtaining funding for programs and grants that improve our community, including new playground equipment and water line improvements.

**Announcement 4**

Due to the Independence Day Holiday, the board of commissioners will not have a July Caucus Meeting. The Regular meeting will be held on Thursday, July 9, 2020

**AUDIENCE COMMENTS:**

Chairman Rutter stated the public was advised via advertisement that public comments could be submitted via email or phone. Manager Creese advised the Board that no public comments or questions were received. The phone records reflect three private phone numbers participated in the call.

**ADJOURN:**

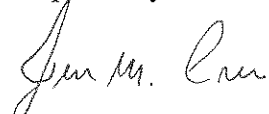
**Motion by Mr. Kerr to adjourn to the executive session.**

Second: Mrs. Phillips

**All in favor.**

**Meeting adjourned at 7:45pm.**

Respectfully Submitted By:



Jeanne M. Creese  
Township Manager