

**NEVILLE TOWNSHIP  
5050 GRAND AVENUE  
NEVILLE ISLAND, PA 15225**

**August 13, 2020  
7:00 PM  
REGULAR MEETING**

**CALL TO ORDER:**

The August 13, 2020 Regular Meeting was called to order by Chairman Rutter at 7:02 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 Chief Hanny

**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:** The Commissioners received their annual MS4 training. This included Permit Overview, Permit Timeline, Annual MS4 tasks and PADEP Compliance evaluation.
2. **Developments / Planning Commission:**
  - **Calgon Carbon:** Update has been requested, CEC advised via email on August 11,2020 that the NOT has been filed with the county and pending approval.

- **Gottlieb Warehouse:** Schedule update was requested for this development on July 1, 2020. A response was not received to this request.
- **Columbia Gas Parking Lot Improvements:** Update has been requested.
- **Lucknow-Highspire Terminal:** No change this month.
- **Neville Chemical Company Riverbank Erosion Protection:** Grading permit submission was received, outstanding items remain (Attachment A).
- **Tri-State Trailers Sales, Inc. Building Addition:** Field review to be scheduled. No bond reduction has been requested.
- **Ashland Sewage Lift Station:** As requested by DTE, field meeting was held on July 31, 2020. DTE is working on the existing conditions survey and evaluation, reported that CCTV work was started. There has been limited progress. The Township has to certify operation of the lift station.
- **Lindy Paving Proposed Office and Lab Building:** Field review to be scheduled next month.
- **Leo Metals (GSK Holdings LLC):** Response provided on July 20, 2020 (Attachment B). Outstanding items remain. They have been notified by letter.
- **Neville Motel:** Planning Commission recommended approval at the July 30, 2020 meeting. Zoning Hearing has been rescheduled for August 20, 2020.
- **Neville Chemical Hydrogenation Process:** Submission was received, response issued (Attachment C). The improvements do not require Land Development approval; however, other items will need to be addressed including water / sewer service, hydrogenation process and additional fire repression system.
- **Calgon Carbon West Plant Expansion:** No change this month.
- **US Army Corps:** No change this month.
- **Parking Terminal:** Planning Commission recommended approval at the July 30, 2020 meeting. Hearing was held on August 4, 2020, Conditional Use Application was approved.
- **PennDOT I-79 Bridge Preservation:** Trumbull is proposing temporary service at this location for use during construction. Submission of a Water and Sewer Tap Application was completed. Review letter was provided (Attachment D).

- **Metalico Water Service:** Metalico is proposing replacement of a portion of their existing water service connection and meter pits. Requirements to be reviewed with property owner. The old meter needs upgraded.
3. **Street Opening Permits:**
- **117 Second Street (Columbia Gas):** Field review held on August 4, 2020, concrete roadway restoration underway curb remains.
  - **129 First Street (Columbia Gas):** *Outstanding items remain. Status update was requested on June 26, 2020.* Field review held on August 4, 2020, work is complete.
  - **7033 Grand Avenue:** Street Opening Permit was filed for replacement water service at this address to correct leaking service and separate combined service with 7033 Rear Grand Avenue. Service installation was completed and accepted by Public Works. Street opening and roadway restoration have been completed.
  - **7030 Front River Road (Water Service):** A Street Opening Permit application was filed with the Township for installation of a new water service. Street opening was completed on July 17, 2020, pavement restoration is outstanding. Field review completed, punchlist items remain.
  - **7030 Front River Road (Gas Service):** Excavation was completed for gas service at this address. Application received, August 12, 2020, under review. One complete patch for both openings at this property is needed.
4. **Phase I Consent Order and Agreement (COA):** A meeting was held with PaDEP and ALCOSAN on July 20, 2020, it was discussed that the first two years of consent orders will involve primarily municipal planning of source reduction.
5. **Neville Road 16-inch Waterline Replacement:** *The Township was awarded \$350,000.00 for replacement of a portion of the 16-inch waterline located along Neville Road through the PA Small Water and Sewer Program. The Base Bid, Add Alternate No. 1 and Add Alternate No. 2 in the amount of \$571,257.50 were awarded to Iron City Construction, Inc. Contract Documents were provided to the Township for execution. Pre-Construction Meeting is scheduled for August 14, 2020. Notification was sent by the Township to water system users regarding the proposed project. Inquiries are being received by the Township, response to be provided. We are working with Public Works to produce a model of the existing water system to respond to these inquiries. Meeting also scheduled with Neville Chemical about reduced water flow.*
6. **Rules and Regulations:** *Draft is complete and was forwarded to Solicitor for review / comment. Draft and summary review were completed at the March Workshop meeting. 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.
  - **O/M Plan:** *SOPs* drafted and being reviewed with Public Works.
  - **Uninterrupted System Service Plan:** *PaDEP is requiring water systems to prepare and submit the USSP for emergency events. Plan will be due by August 17, 2020 for Neville Township. Plan has been drafted, final submission requires certification by the Township that continuous supply can be maintained during the most likely emergency event. Letter was sent to West View Water Authority to request confirmation of available storage. Response provided by West View, plan certification to be submitted to PaDEP this week.*
  - **Risk and Resilience Assessment:** We are reviewing the requirements for plan preparation.
  - **Lead and Copper Rule:** Updates to be provided when released by EPA. Tracking forms were provided to Public Works for use in documenting recent service installation / repairs.
8. **Automatic Flushing / Sample Stations:** Bid Documents are being finalized, to be advertised for bidding.
9. **Mayflower Place Sanitary Sewer Repair:** Field surveys have been completed; Bid Documents are being prepared.
10. **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.*
11. **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:
  - **Neville Chemical Water Leak:** Comments to be provided regarding metering, backflow, etc. following review with Public Works. Additional mapping was submitted, including connections the Neville Chemical wells.  
  
*A meeting was held with Neville Chemical on June 4, 2020 regarding flow testing requirements. Additional flow testing was conducted on June 30, 2020. Testing was observed in the field with Public Works.*

- **3000 Grand Avenue (Mr. John):** *Public Works reported multiple properties connected to a common water service line which include the following.*
    1. *ACME Metals*
    2. *Jeffrey A Nunes Laboratory*
    3. *Jerry Trucking Service / Tri-Boro Trailer Building*
    4. *Former Dart Trucking Site*

Revised plans received, response issued (Attachment E), outstanding items remain.
  - **Lucknow Highspire Terminals (LHT):** *Update was requested on June 5, 2020. No response to date, additional request to be issued for next month.*
12. **Nebraska Avenue Waterline Replacement:** *Township received notification that County CD Funding (Year 46 Grant Cycle) in the amount of \$266,600.00 was awarded for the Nebraska Waterline Replacement project. The County has waived the standard 35% match requirement for this project. Field surveys have been completed, drawing preparation is underway.*
  13. **Cottage Park ADA Drinking Fountains:** *Township received notification that County CD Funding (Year 46 Grant Cycle) in the amount of \$26,400.00 was awarded for the Cottage Park ADA Drinking Fountains project. Field surveys have been completed, drawing preparation is underway.*
  14. **PA Small Water Sewer 2019 Grant Program:** *No change.*
  15. **2020 Road Program:** *Contractor (Youngblood Paving, Inc.) advised of updated schedule to complete work in mid-September.*
  16. **Riverfront Park:** *No change this month.*
  17. **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.*
  18. **Water System Key Map:** *We are working to update the key mapping with Public Works to include recent developments, service findings, etc.*
  19. **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 was provided at the June 2020 meeting.*
  20. **PennDOT Traffic Signal Update:** *LSSE attended a virtual meeting on June 23, 2020 regarding ownership of traffic signal poles. Summary memo was provided to the Township (Attachment F).*

21. **Allegheny County CD Year 47 Grant Cycle:** The County will be accepting applications for the Year 47 Grant Cycle. Pre-Applications are due by September 11, 2020. Household income surveys will be required for any proposed projects. A 35% local match is required for water and sewer projects.

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

Solicitor Means stated the Governor's emergency order permitting remote meetings is set to expire September 4, 2020. Unless the Governor extends the order, plans will need to be made to have safe public meetings. Officials may always attend via phone to achieve a quorum.

Solicitor Means said the codification project has been delayed due to COVID-19.

**COMMISSIONER'S REPORT:**

**Commissioner Dave Kerr- Public Works - Water and Sewer:** Commissioner Kerr reported that items worked on were water line leak detection, hydrant painting and repairs, a water valve replacement on Phillips Ave. and the required DEP reports. Pump Stations and software were inspected.

**Commissioner Bill Leon: Public Works- Streets and Highways:** Commissioner Leon reported that crack sealing will begin next week. The equipment has been rented and program will include all concrete streets in the Township.

**Commissioner Tracy Phillips- Parks and Recreation:** Commissioner Phillips reported that a fallen tree was removed from Memorial Park.

**Commissioner Jim Brown- Public Safety- (Police, Fire, EMA):** Commissioner Brown summarized Chief Hanny's report. Chief Hanny stated that there was extra traffic due to the Sewickley Bridge closure.

**Commissioner Rick Rutter- Finance, Administration and Buildings-**Commissioner Rutter stated the report was given to the Board.

Manager Creese provided updates to the report to include that the 2019 Independent Financial Audit is underway and field work will begin the week of August 24, 2020. The 2019 Liquid Fuels audit will occur remotely on August 25, 2020.

**BILLS:**

**Motion 1:** Motion by Mr. Kerr to accept the bills due and payable through August 13, 2020.

**Second:** Mr. Brown

**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. Leon to accept the Treasurer's Report for the month of July 2020 as submitted.**

**Second:** Mr. Brown

**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 July 9, 2020 Regular Meeting and the August 4, 2020 Conditional Use Meeting.**

**Second:** Mrs. Phillips

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

**Motion 5/5**

**ORDINANCES:** None

**Motion 4: Resolution 773-Coronavirus Relief Fund Recipient Agreement**

**RESOLUTIONS: Motion by Mr. Leon to approve Resolution 773. A Resolution of the Township of Neville, Allegheny County, Pennsylvania, approving the Coronavirus Relief Recipient Agreement between the Township and Allegheny County for Coronavirus Relief Funds available under Section 5001 of the federal Coronavirus Aid, Relief and Economic Security Act. ("CARES Act")**

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

**Second:** Mr. Kerr

**ACTION ITEMS:** None

**ANNOUNCEMENTS:** None

**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 four private phone numbers participated in the meeting.

**ADJOURN:**

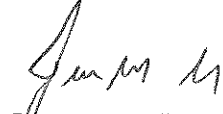
**Motion by Mr. Kerr to adjourn the meeting.**

Second: Mrs. Leon

**All in favor.**

**Meeting adjourned at 7:38pm.**

Respectfully Submitted By:



Jeanne M. Creese  
Township Manager