

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

**September 3, 2020
7:00 PM
CAUCUS MEETING**

The September 3, 2020 Caucus Meeting was called to order by Chairman Rutter at 7:01 PM. Due to the COVID-19 Pandemic Emergency, a hybrid meeting was held both virtually and at the Municipal Building with a limited number of participants.

ROLL CALL:

Officials Present:

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

Also, Present:

Jeanne Creese, Township Manager

SCHEDULED GUESTS: None

OLD/NEW BUSINESS:

Planning Commission/Development Applications:

- August 27, 2020 Planning Commission Meeting cancelled due to lack of agenda.
- No applications have been submitted or are pending at this time

Zoning Hearing Board Applications:

- Neville Capital – Neville Dog Motel Use Application - At the August 20, 2020 Zoning Board Hearing this application was denied. The owner has 30 days to appeal the written decision. The appeal is to the Commonwealth Court, not the Township Board of Commissioners.

Manager/Financial Reports:

- August 2020 Financial and Payroll Reports were provided to the Board.
- The 2019 Financial Statement Audit is underway. The majority of work was completed virtually, and the auditor completed field work on-site on August 25, 2020.
- The 2019 Liquid Fuel Audit was done 100% online and through emails and is completed. There were no findings for 2019 and the Board will receive a copy from the State in the next 30-60 days.

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Ordinance Codification: Manager Creese and Solicitor Means are continuing to work on this project.

Veteran's Banner Program: The Township is still awaiting approval from Duquesne Light to hang the banners.

Garbage Contract Specifications: The existing contract will expire November 30, 2020. Bids for the new contract are due September 16, 2020 with a virtual public bid opening on September 17, 2020 at 10:00 am.

ACTION ITEMS:

- Motion- Tri-State Trailer Sale bond Release
- 2020 Pension MMO's for September 30, 2020 deadline.

Events/Reminders:

- Thursday, September 10, 2020 - Regular Meeting. Meeting to be held by phone and with limited in-person access. Due to security concerns and persons hacking meetings throughout the County, Zoom is tightening their security requirements and recommendations for government meetings. All participants will now need to obtain and enter a passcode.
- Sunday, September 14, 2020- Annual Heitz of Heaven 5K Race- The event organizer is addressing Covid-19 safety and Pennsylvania and Allegheny County Health Departments' requirements. Two groups limited to fifty persons will have staggered start times.

ANY OTHER BUSINESS:

The 2020 In-house Crack Sealing Project is scheduled to finish on September 4, 2020. The Township was able to complete concrete roadways. Asphalt areas and alleys will be scheduled for 2021.

At the Regular Meeting, the Township Engineer will report on the paving contract work scheduled to start September 8, 2020 and progress on the Neville Road Waterline Replacements. Utility location is underway for this project. The Engineer will also discuss the new Lead and Copper Rules and DEP requirements for testing of residential lines.

The new on-line backflow testing program is now being fully utilized for tests due by December 31, 2020. The paperwork reduction and accuracy have already made huge improvements to the program. There is a learning curve as plumbers register and learn how to use the software, but the vendor has been working well with the Township and customers.

Public 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.

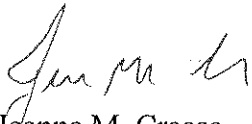
Request to Adjourn:

Motion by Dave Kerr to adjourn the meeting at 7:15 pm.

Second: Mr. Brown

Motion 5/5

Respectfully Submitted By:



Jeanne M. Creese
Township Manager