

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

**November 12, 2020  
7:00 PM  
REGULAR MEETING**

**CALL TO ORDER:**

The November 12, 2020 Regular Meeting was called to order by Chairman Rutter at 7:03 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.

**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 Engineers Ned Mitrovich and Drew Null  
Ohio Township Police Chief Hanny  
Township Clerk Debra Thomas

**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. No residents attending the meeting had comments on any agenda items.

**SCHEDULED VISITORS:** None

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

- **MS4 Program:** One complaint was filed with the Township; property owner has been notified (Attachment A).
- **Developments / Planning Commission:**

- **Calgon Carbon:** NOT remains outstanding, update was provided by CEC on November 10, 2020 (Attachment B).
- **Gottlieb Warehouse:** Gottlieb advised on November 5, 2020 that construction materials were delivered to the site.
- **Columbia Gas Parking Lot Improvements:** Update has been requested.
- **Lucknow-Highspire Terminal:** Update has been requested (Attachment C). There was a submission for some changes to the plans.
- **Neville Chemical Company Riverbank Erosion Protection:** Resubmission was received, response was provided (Attachment D).
- **DTE Energy (Ashland) Sewage Lift Station:** DTE contacted the Township regarding sale of this property. A conference call was held with DTE on October 12, 2020 and field review of the lift station held on October 14, 2020. A letter summary letter of conditions observed for the lift station was provided. A “Letter of Intent to Remedy” was provided by the buyer (Attachment E). Submission was received from DTE on October 19, 2020, under review.
- **Leo Metals (GSK Holdings LLC):** Response is outstanding, update has been requested (Attachment F).
- **Neville Motel:** No change this month.
- **Neville Chemical Hydrogenation Process:** Resubmission is outstanding.
- **Calgon Carbon West Plant Expansion:** A preapplication meeting was held on October 16, 2020, submission is pending.
- **US Army Corps:** The Army Corps advised via email on October 29, 2020 that the proposed improvements were temporarily placed on hold. The Army Corps anticipates this work will proceed in late 2020.
- **PennDOT I-79 Bridge Preservation.:** No change this month.
- **Metalico Water Service:** Update was requested on October 29, 2020.
- **Andrews Logistics:** Meeting was held November 12, 2020 and it was a good meeting. They are aware of the issue with the service connections and will fix it.
- **Frontier Steel:** Recent paving was reported at 4990 Grand Avenue. Additional information was requested. Detail was submitted (Attachment G).

- **Trumbull Fill Site:** Trumbull recently advised that they will be proposing closeout for this site. Several items remain outstanding including NPDES Permit closeout. Field review and summary listing were provided (Attachment H).
- **Neville Properties Plan of Lots:** Trumbull is proposing minor subdivision for properties located at the fill site. Item is being placed on the Agenda for November 19, 2020 Planning Commission Meeting.
- **Street Opening Permits:**
  - **7030 Front River Road (Water Service):** Response from Applicant is outstanding.
  - **7030 Front River Road (Gas Service):** Site was reviewed with Columbia Gas representative on October 26, 2020. Replacement of this pad is being scheduled by Columbia Gas.
  - **205 3rd Street (Columbia Gas):** A Street Opening Permit application was filed with the Township for repair to an existing gas main at this location. Response was provided. Site was reviewed with Columbia Gas representative on October 26, 2020.
  - **6601 Riverside Place (Columbia Gas):** A Street Opening Permit application was filed with the Township for installation of a new gas service at this location. Response was provided.
- **Phase I Consent Order and Agreement (COA):** No change this month.

**Neville Road 16-inch Waterline Replacement:** Progress Meeting was held on October 27, 2020. Work underway, Contractor is projecting completion of replacement waterline next week. A conference call was held with PaDEP on October 16, 2020, summary memo provided (Attachment I). Progress is moving slower than expected.

- **Water Distribution System Model:** Geometry is being updated based on recent observations.
- **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.
- **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.

- **Risk and Resilience Assessment:** We are reviewing the requirements for plan preparation.
- **Lead and Copper Rule:** Updates to be provided when released by EPA.
- **Automatic Flushing / Sample Stations:** Bid Opening is scheduled for December 9, 2020.
- **Mayflower Place Sanitary Sewer Repair:** Bid Documents are being prepared.
- **Rate Study:** Rate Study was reviewed at the November 5, 2020 Workshop Meeting.
- **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 System:** Comments to be provided regarding metering, backflow, etc. following review with Public Works. Additional mapping was submitted, including connections to 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 field with Public Works.*

- **Neville Chemical Backflow Installation:** An existing meter pit was identified without current backflow protection. Neville Chemical is proposing to install backflow prevention at this site. Field review was held on October 26, 2020. Details have been requested.
- **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*

*Mr. John is proposing to disconnect service from the existing meter pit and construct a new service connection. Revised plans received; outstanding comments have been satisfied. Shop drawing submittals were received. Tentative schedule was provided for work to be completed mid-November. Mr. John advised that they will also terminate the water service for the former Dart Trucking Site.*

The remaining property owners have been requested to provide an update (Attachment J).

- **Lucknow Highspire Terminals (LHT):** No response to date.

- **5100 Neville Road (Pittsburgh Gear):** No response to date.
- **2610 Neville Road (Duquesne Light Substation):** Public Works conducted a field review and reported that a shut off valve are not present for the water service. Property owner has been notified and requested to contact the Township (Attachment K).
- **Nebraska Avenue Waterline Replacement:** Scope approval is outstanding. A design utility coordination meeting was held on October 22, 2020, meeting summary attached (Attachment L). Columbia Gas may replace a line also.
- **Cottage Park ADA Drinking Fountains:** Bid Opening was extended to November 9, 2020, bid report attached (Attachment M).
- **Riverfront Park:** *Vertical Bridge advised on August 21, 2020 that they will not be moving forward with this site.*
- **Allegheny County CD Year 47 Grant Cycle:** *The County will be accepting applications for the Year 47 Grant Cycle. A 35% local match is required for water and sewer projects. Preapplications were submitted for the following:*
  - **Building Demolition:** *Scope of work proposes building demolition for 125 Second Street. Final application was filed in November 2020.*
  - **Utah Street Waterline Replacement:** *Scope of work proposes replacement of existing waterline along Utah Street. Household income surveys will be required for this project and listing of affected properties. Final application was filed in November 2020.*

**SOLICITOR'S REPORT:** The Solicitor provided a written report for the November Meeting dated November 9, 2020.

Mr. Means recommended the Board approve Ordinance 857 and the accompanying resolution related to Act 20 and the Tax Collection Attorney Fees. By adopting these measures, the Township has the basis to collect for attorney fees when it is necessary to take legal action to collect real estate taxes, collect liens on properties for failure to pay water, sewer, or if the Township demolishes a building on private property. Legal costs include attorney fees, court costs, interest and penalties. The costs are passed onto the delinquent party versus out of the pocket of the general taxpayer.

Mr. Means discussed that ALCOSAN sent a final draft of the Intermunicipal Transfer Agreement where ALOCSAN would be accepting transfer of intermunicipal lines. Mr. Mitrovich advised the Township does not have any lines considered by this Agreement.

**COMMISSIONER'S COMMITTEE REPORT:**

**Commissioner Dave Kerr- Public Works - Water and Sewer:** Commissioner Kerr reported the Water Department performed consumption reports and water sample testing and inspected high consumption of water inquiries from residents. Department worked with Neville Chemical and Mr. John for meter pit compliance. Engineer and Water Department coordinated with contractor on Neville Road 16" Waterline Replacement Project. Installed new gas detectors and air pumps in the Pump Stations. Ordered supplies to calibrate the new gas detectors. Mark Stewart, Todd Phillips and David Lee attended confined space and rope course with the Fire Department. The Fire Department appreciated the joint training which will provide extra certified responders and improve response to confined space incidents at industry or Township facilities.

**Commissioner Bill Leon: Public Works- Streets and Highways:** Commissioner Leon reported that street sweeping continued through October and will end the last week of November. Jersey Barriers were ordered and installed in Alley H to prevent truck traffic from cutting the corner too closely and damaging the newly installed pavement. The traffic signal at Gibson and Grand Ave. was replaced. Stop signs were replaced at various locations due to damage. Brackets were ordered for the Veteran's Banners. Township Engineer and Mark Stewart met with Columbia Gas regarding street opening repairs on Front River Road and Third Street.

**Commissioner Tracy Phillips- Parks and Recreation:** Commissioner Phillips reported the Memorial Park fence line was cleaned to remove weeds and leaves. The Maynerik Park Pond was winterized and secured. Grass was cut and leaves were removed from all parks.

**Commissioner Jim Brown- Public Safety- (Police, Fire, EMA):** Commissioner Brown summarized Chief Hanny's report.

**Commissioner Rick Rutter- Finance, Administration and Buildings-**Commissioner Rutter referred the Board to the written report.

**BILLS**

**Motion 1:** Motion by Mr. Leon to accept the bills due and payable through November 12, 2020.

**Second:** Mr. Kerr

**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 Mrs. Phillips to accept the Treasurer's Report for the month of October 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 October 1, 2020 Caucus Meeting and the October 8, 2020 Regular Meeting.

Second: Mr. Leon

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

Motion 5/5

**ORDINANCES:**

**Motion 4-Ordinance 857-Act 20 Tax Collection Attorney Fees:**

Motion by Mr. Leon to approve Ordinance 857, AN ORDINANCE OF THE TOWNSHIP OF NEVILLE, ALLEGHENY COUNTY, PENNSYLVANIA, ADOPTING INTEREST AND PENALTIES AND FURTHER ADOPTING ATTORNEY FEES IN CONNECTION WITH THE COLLECTION OF TAXES, TAX CLAIMS, TAX LIENS, MUNICIPAL CLAIMS AND MUNICIPAL LIENS,

Second- Mr. Kerr

Motion 5/5

**RESOLUTIONS:**

**Motion 5-Resolution 777-PAMS Agreement:**

Motion by Mr. Leon to approve Resolution 777, A Resolution of the Township of Neville, authorizing a Delinquent and /or Liened Real Estate Collection Agreement with Pennsylvania Municipal Service Company for the collection of delinquent and /or liened Township Real Estate Taxes.

Second- Mrs. Phillips

Motion 5/5

**ACTION ITEMS:**

**Motion 6: 2021 Preliminary Budget:**

Motion by Mr. Leon to approve and adopt the 2021 Preliminary Budgets for the General, Water and Sewer Funds.

Second- Mr. Kerr

Motion 5/5

**Motion 7: CD Year 46 7.2 Cottage Park ADA Drinking Fountain/Trails:**

Motion by Mrs. Phillips to authorize the CHARWEST Council of Governments to award CD 46 7.2 Cottage Park Drinking Fountains and Trails Contract 20 PK1 to Swede Construction Corporation in the amount of \$36,840.00 for the base bid and \$1650.00 for Alternate Bid No. 1, for a total award of \$38,490.00 to utilize CD funding in the amount of \$26,400.00 and Township funds for the remaining \$12,090.00.

**Second- Mr. Leon**  
**Motion 5/5**

**ANNOUNCEMENTS:**

1. The Neville Township 2021 Preliminary Budget for the General, Water and Sewer Funds will be on display and available to the public beginning November 13, 2020 and through the adoption of the Final Budget to be considered on Thursday December 10, 2020.
2. The Township's Annual Holiday Party originally scheduled for Saturday; December 12, 2020 has been cancelled due to COVID-19 and social distancing restrictions. New for the 2020 Holiday Season, the Township will offer a holiday decorating contest. Please check your newsletter or visit [www.nevilletownship.us](http://www.nevilletownship.us) for event details.

Commissioner Leon thanked Manager Creese for her work to prepare the budget and the Manager, staff and Board for working to avoid a real estate tax increase.

Commissioner Leon thanked the Fire Department and the Ohio Township Police Department for their work during the Township's Trick or Treat in inclement weather and for keeping the event safe.

**AUDIENCE COMMENTS:**

Chairman Rutter stated the public was advised via advertisement that public comments could be submitted via email or phone. No comments were received. The record shows three private phone numbers attended the meeting.

**Motion 8 by Mr. Leon to adjourn to executive session at 7:35 PM to discuss personnel and legal matters.**

**Second- Mrs. Phillips**  
**Motion 5/5**

**Board returned to public session at 7:55 PM**

**Motion by Mr. Kerr to revise the Township Manager's compensation terms effective August 1, 2020 to an annual salary of \$89,250.00.**

**Second- Mr. Leon**  
**Motion 5/5**

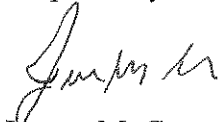
**ADJOURN:**

**Motion by Mr. Kerr to adjourn the meeting at 7:58 PM**

**Second- Mr. Leon**  
**Motion 5/5**



Respectfully Submitted By:



Jeanne M. Creese  
Township Manager