

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

**April 8, 2021  
7:00 PM  
REGULAR MEETING**

**CALL TO ORDER:**

The April 8, 2021 Regular Meeting was called to order by Chairman Rutter at 7:00 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 Emily Mueller  
Township Engineers Drew Null and Ned Mitrovich  
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.

**SCHEDULED VISITORS:** None

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

1. **MS4 Program:** No change this month.
2. **Developments / Planning Commission:**

- **Calgon Carbon:** Calgon advised on March 19, 2021 that reseeded was completed and is pending permanent vegetation prior to resubmission of the NOT. NOT will be filed with the County.
  - **Gottlieb Warehouse:** Field meeting was held with LSSE and Gottlieb representative on March 10, 2021, construction is largely complete. NOT submission is outstanding. NOT will be filed with the County.
  - **Lucknow-Highspire Terminal:** No update this month.
  - **Neville Chemical Company Riverbank Erosion Protection:** No change this month.
  - **DTE Energy (Ashland) Sewage Lift Station:** No change this month.
  - **Leo Metals (GSK Holdings LLC):** Stormwater Plan submission was received, response provided.
  - **Calgon Carbon West Plant Expansion:** Applicant advised on February 25, 2021 that the Developers Agreement is being processed. Bond is pending.
  - **Metallico Water Service:** Metallico is reviewing options. No change.
  - **Andrews Logistics:** No change this month.
  - **Frontier Steel:** Preliminary stormwater items for paving that was performed before, were provided and are being reviewed.
  - **Trumbull Fill Site:** No change this month.
  - **5800 Grand Avenue (former Kings Restaurant):** No change this month.
  - **Calgon Carbon (Neville Island Plant):** Calgon recently advised the Township that they are proposing renovations at their Neville Island Plant to include building demolition and paving improvements. They are also looking to add another building at the end of the Island toward the Fleming Park Bridge. Pre-application meeting was held on March 30, 2021. They will need to make a formal submission. It is not looking like land development will be required at this point but will need to be reviewed for stormwater and zoning.
3. **Street Opening Permits:**
- **7030 Front River Road (Water Service):** Response from Applicant is outstanding.

- **7030 Front River Road (Gas Service):** Replacement of this pad is being scheduled by Columbia Gas. Schedule update has been requested.
  - **205 3rd Street (Columbia Gas):** Work was completed by Columbia Gas.
4. **Phase I Consent Order and Agreement (COA):** PADEP approval was received on February 18, 2021 for 15 taps through June 30, 2021. No change this month.
  5. **Neville Road 16-inch Waterline Replacement:** Waterline construction is complete. Punchlist and property owner complaints were provided to Contractor. Schedule was requested from the Contractor, response was provided. Contractor onsite this week to address punch list items. Temporary restoration was addressed this month. They were also out this week addressing landscaping for the one property. Some other outstanding items need to be taken care of mainly paving the County road and areas that were disturbed in a neighboring parking lot. They should be back in the next two weeks to do that paving. Meeting will be scheduled with the County inspectors while they are here working on other projects with Public Works, regarding restoring the lines and the decals for the bike lanes.
  6. **Water Distribution System Model:** We will be working with Public Works to obtain meter/flow data for industrial sites and flow testing for calibration of the model. Geometry is being updated based on recent observations.
  7. **Rules and Regulations:** Draft was provided to Township to be included with codification. Technical specifications for construction and updates to standard details are being prepared for review with Public Works.
  8. **Water System Compliance:** LSSE is working with Public Works and Manager Creese 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. Kickoff meeting to be held this month.
    - **Lead and Copper Rule:** EPA recently extended the effective date for final rule revision to December 16, 2021. The biggest thing that will probably affect the Township will be getting a lead service line inventory. The EPA announced this week they will be having some public sessions to entertain further public comment.
    - **Act 110 Primary Facilities and Sub-Facilities Report:** Annual report was filed with PADEP. This is the annual report for water usage for the water system. This year there was a thirteen percent water loss although 8 percent of that was unaccounted for. One thing we did see, with the Neville Road Waterline Project, when that line was partially shut down, Public Works did report 24,000 gallons a

day was leaking through that with no users. 24,000 gallons a day adds up to about 5 percent of that loss last year and that has been corrected with this project.

- **Water Allocation Permit Compliance Report:** Annual report is being finalized and will be submitted this month.
9. **Automatic Flushing / Sample Stations:** Construction began on March 8, 2021. Work has been completed. Restoration has been completed and we are waiting for the seed to take. Partial Payment Request No. 1 in the amount of \$107,815.50 was provided by the contractor for consideration. Change Order No. 1 (Final) was transmitted to contractor for execution. The final contract amount is \$124,963.00 (decrease of \$15,587.00). Items placed on tonight's agenda.
10. **Mayflower Place Sanitary Sewer Repair:** CCTV was completed along Grand Ave. to verify there were no issues with the sanitary sewer. Sagging was observed for this segment and requires replacement. Bid opening scheduled for May 12, 2021.
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 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.
  - **Neville Chemical Backflow Installation:** Resubmission is outstanding.
  - **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 has installed a separate service- line, meter pit and meters have been installed. Existing service has been disconnected from combined service.

Nunes has installed a new separate service and has disconnected from combined service.

ACME is the single user on the old service line. It looks like they will take ownership of the line and put in a meter. Owners of these properties were notified two years ago so it is good to finally see it completed.

- **Lucknow Highspire Terminals (LHT):** Meeting with property owner was held on March 25, 2021. Review of fire service is ongoing.
  - **5100 Neville Road (Pittsburgh Gear):** A recent break for this water service was reported by Public Works on March 8, 2021. Service line repaired by property owner. Public Works is working with them on their unmetered fire service. XPO Logistics is connected to this and they do not have an accessible valve or a meter pit and this does not meet Township standards so we will be notifying them.
  - **2610 Neville Road (Duquesne Light Substation):** Schedule has been requested from Duquesne Light.
  - **2600 Neville Road (American Made Lining):** No change this month.
12. **Nebraska Avenue Waterline Replacement:** Public Works reported another break on March 5, 2021. Project to be advertised by Char-West COG next week for tentative bid opening on May 6, 2021. This is replacement of the water line and repaving of the road.
13. **Cottage Park ADA Drinking Fountains:** Pre-Construction Meeting was held on March 30, 2021. Work is anticipated to start in June 2021 due to material lead time.
14. **Riverfront Park:** No change this month.
15. **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:** *Final application was filed in November 2020.* No change.
  - **Utah Street Waterline Replacement** *Final application was filed in November 2020.* No change.
16. **2021 Road Program:** Bid opening held on April 7, 2021, bid report is attached. Item placed on tonight's agenda. The low bidder is Shield's Asphalt Paving with a base bid and add alternate base bid of \$63,381.00 and add alternate 13,213.50. This project will be to pave Alley B and two parts of Spring Alley this year and add alternate was to include all of Spring Alley.
17. **Park Rehabilitation and Development Program:** A pre-application meeting was held on March 2, 2021. Meeting summary was provided at the March meeting.
18. **Grand Avenue Waterline:** Roadway settling was observed by the Township staff. Jet Jack, Inc. completed CCTV of sanitary sewers in this area on March 13, 2021. There were no leaks detected so a meeting will be set up with the County since the Township would not be responsible for any of that settlement. Hopefully, the County will take over the paving so the area can be restored.

19. **2021 Water System Improvements:** Surveys were completed, bid package is being finalized. Drawings to be reviewed with Public Works. The County did advise the Township recently that they will be looking to pave a portion of Grand Avenue from intersection of Neville Road to intersection of Neville Road. From the Municipal Building to Neville Chemical. Public Works would like to get this done so they would not have to dig up a newly paved road.
20. **RAAC 2020 CITF Grant Program:** Application was filed through Char-West COG to request \$250K for the Pine Road Waterline Replacement Project. No change this month.
21. **CFA Greenways, Trails and Recreation Program:** Application is being prepared, scope to be reviewed with Township.
22. **Allegheny County Blight Removal Program:** Resolutions required for grant submission are placed on tonight's agenda. Grant application to be finalized for submission by Char-West COG.
23. **Allegheny County Grand Avenue Paving Program:** Correspondence dated March 18, 2021 received from Allegheny County Department of Public Works proposing Grand Avenue paving from 5500 block to 2800 block of Neville Road. Milling and paving is anticipated between April and December 2021. Additional information has been requested from the County.
24. **Grand Avenue Railroad Crossing:** Meeting was held March 12, 2021, Penn Dot has resubmitted application with the PUC for installation of a grade crossing signal near the intersection of Grand Avenue and Neville Road. PennDOT says the County would have responsibility since it is their road, and that the Township would maintain the signal lights in the area. It has been requested that the Township review this with the signal operator and confirm the connections will be made. PennDOT is proposing to pay for that but the Township will be responsible for the signals.
25. **Fiscal Year 2022 Community Project Funding Request:** A request for Community Project Funding for Fiscal Year 2022. Appropriations were filed with Congressman Conor Lamb for replacement of waterlines along Utah Street, Idaho Avenue Arizona Avenue and North Alley B. Funding in the amount of \$780,000.00 was requested with a proposed Township match of \$200,000.00.

Chairman Rutter stated he as at RMU looking at the flushing station and he did not see a meter pit? Staff advised the flushing stations do not have meter pits. RMU's water service does have a meter pit.

#### **SOLICITOR'S REPORT:**

Solicitor Mueller submitted her written report.

Solicitor Mueller discussed the proposed COG Resolution for an inter-governmental cooperation agreement to a Joint UCC Board of Appeal. She reviewed a prior opinion from Solicitor Means stating there is not a legal concern but cautioning Neville Township may not have local representation on the Board. Solicitor Mueller alerted the Board the COG resolution mentions administrative costs but does not provide details. Manager Creese stated she directed this question to the COG and they responded the wording was unclear, but there is no cost to the municipality except for their own administrative hearing costs. This is the fee the Township charges per our adopted fee resolution. The COG is not administering the hearing process, they are just agreeing to provide joint Board members. Manager Creese also clarified that the COG stated they are still working on the wording of the agreement, since it has not yet been signed by other municipalities and they are still in the process of seeking participants. Solicitor Mueller recommended the Board table the resolution until the COG provides a finalized agreement and proposed joint appeals board members and their qualifications.

### **COMMISSIONER'S COMMITTEE REPORTS:**

**Commissioner Dave Kerr: Public Works- Water and Sewer:** Commissioner Kerr reported the Water Department prepared consumption reports and performed water sampling and testing. Mark Stewart, Manager Creese and Drew Null are working with the Army Corp of Engineers to install a fire suppression system and deduct meter. They also worked with the contractor to complete the Flushing and Sampling Station Project. Pittsburgh Gear had a major water break and loss, and many hours were spent working with them to restore service and update their equipment. Staff also worked with Mr. John, ACME Metals and Nunes's Laboratories to complete the separation of their meter pit and water lines. The motor at the Main Pump Station had to be removed and sent out for repair. Pump Two also had to be removed from the Main Station since it failed for an unknown reason.

**Commissioner Bill Leon: Public Works-Streets and Highways:** Commissioner Leon reported that cold patch was obtain for road repairs at Gibson and Grand. Trash was picked up along Grand Avenue.

**Commissioner Tracy Phillips: Parks and Recreation:** Commissioner Phillips reported weed spraying has begun in all parks. Commissioner Phillips asked what is being used to spray the parks. Manager Creese said it is the equivalent of what is a ground clear product and is the strongest product the Township is licensed to use. The Township has a pesticide license and a state-certified pesticide operator to apply the product in public areas. The product is temperature activated and there must be warm and dry conditions for best results. The new water fountains to be installed as part of the Cottage Park ADA Trails Grant have been ordered but are on back order due to COVID. Cottage Park will close for periods during construction. The Gazebo at Mayernik Park is scheduled for maintenance this season.

**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 as of April 8, 2021.

**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 REPORTS:**

**Motion 2:** Motion by Mrs. Phillips to accept the Treasurer's Report for the month of March 2021.

**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 March 4, 2021 Caucus Meeting and the March 11, 2021 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**

**RESOLUTIONS:**

**Motion 4: Resolution 04-08-2021-01-Hazard Mitigation Plan Adoption:** Motion by Mr. Kerr to adopt resolution 04-08-2021-01, adopting the Allegheny County 2020 Hazard Mitigation Plan as the official hazard mitigation plan of the Township of Neville.

**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 5-Resolution 04-08-2021-02-Resolution-UCC Board of Appeals:** Motion Tabled

**Motion 6 - Resolution 04-08-2021-03-Allegheny County Demolition Program Grant:** Motion by Mr. Leon to adopt Resolution 04-08-2021-03, authorizing an application for Act 152 blight removal funds with Allegheny County and designating the Township Manager as the official to file the application, documents, and forms.

**Second:** Mr. Brown

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

**Motion 5/5**



**Motion 7-Resolution 04-08-2021-04-Allegheny County Demolition Slums and Blight:** Motion by Mr. Leon to adopt Resolution 04-08-2021-04. determining and declaring 125 2<sup>nd</sup> Street as blighted property in Neville Township as defined by the Urban Redevelopment Law.

**Second:** Mrs. Phillips

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

**Motion 5/5**

**ACTION ITEMS:**

**Motion 8 -Summer Labor:** Motion by Mr. Leon to re-hire Albert Stokes and Tyler Chegas into the positions of seasonal public works laborers at a rate of \$12.00 per hour, forty hours per week with a start date of Monday, April 9, 2021.

**Second:** Mrs. Kerr

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

**Motion 5/5**

**Motion 9 – 2021 Roadway Improvement Program:** Motion by Mrs. Phillips to award the 2021 Roadway Improvement Program Project contract to Shield's Asphalt Paving Inc. in the base bid amount of \$63,381.00 and the Add Alternative No. 1 bid amount of \$13,213.50, per the results of the public bid opening on April 7, 2021.

**Second:** Mr. Brown

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

**Motion 5/5**

**Motion 10 – FY 22 Community Project Funding Request:** Motion by Mr. Leon to authorize the filing of a FY 22 Community Project Funding application for the 2021 Water System Improvements in the total amount of \$980,000, requesting \$780,000 in funding with a \$200,000 (20%) required Township matching funds.

**Second:** Mr. Kerr

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

**Motion 5/5**

Manager Creese thanked Township Engineers Ned Mitrovich and Drew Null for their response to the extremely short window of time to apply for this grant. Their foresight in working with the Manager and Mark Stewart created projects that could quickly be prepared for this application. She also thanked State Representative Anita Kulik's office for getting a support letter with a short turnaround.

**Motion 11 -Drinking Water Flushing and Sampling Stations-Change Order No. 1 and Final:** Motion by Mr. Kerr to approve Change Order No. 1 and Final for the Drinking Water Flushing and Sampling Stations Contract No. 20-W1 decreasing the contract price by \$15,587.00.

**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 12-Drinking Water Flushing and Sampling Stations-Pay Request No. 1: Motion by Mr. Kerr to approve the Partial Payment Request No. 1 to Stefanik's Next Generation Contracting Co. in the amount of \$107,815.50 for the Drinking Water Flushing and Sampling Stations Contract No. 20-W1.**

**Second:** Mrs. Phillips

**Roll Call:** Mr. Brown-Yes, Mr. Kerr-Yes, Mr. Leon-Yes, Mrs. Phillips-Yes and Mr. Rutter-Yes  
**Motion 5/5**

**ANNOUNCEMENTS-**

1. Residents are reminded that the Township's annual Street Sweeping Program resumed on Wednesday, April 7, 2021 and the annual Spring Hydrant Flushing program will be held on April 22 and 23 from 4:00 PM to Midnight. Details on both programs are posted on the Township website and are included in the Spring Newsletter.
2. Due to the COVID Pandemic, Neville Green and Neville Township will NOT be hosting the annual Earth Day Clean-up Event. but instead, will encourage residents and businesses to perform litter sweeps on their own schedule. Clean-up supplies are available by contacting the Township.
3. Neville Green will host a socially distant Earth Day Tree Planting event on Saturday, April 24, 2021. Please see the Township website or newsletter for event information.

**EXECUTIVE SESSION / ADJOURN:**

Chairman Rutter stated the Board will adjourn to an Executive Session. The Board will not return to a public session or take any further actions this evening.

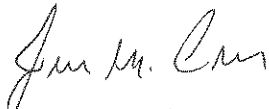
**Motion by Mr. Leon to adjourn the meeting to an Executive Session at 7:45PM.**

**Second:** Mrs. Phillips

**All in Favor.**

**Motion 5/5**

**Respectfully submitted by,**



**Jeanne M. Creese  
Township Manager**