

**Borough of Ben Avon**  
**7101 Church Avenue, Ben Avon, Pennsylvania 15202**  
**Regular Meeting of Council – May 14, 2018**  
**Minutes**

**Call to Order**

President, Jennifer Bett, called the meeting to order at 7:02 p.m.

**Pledge of Allegiance**

**Council Members Present**

Jennifer Bett, Earl Bohn, Michele Boyd, Henry Casale, Megan Dolan, and Ken Opiery, David Stoeckle

**Council Members Absent**

**Others Present**

Melanie Holcomb, Mayor  
Anne Sweeney, Esq., Solicitor  
Dale Regrut, Public Works Foreman  
James Rupert, Chief, Ben Avon Volunteer Fire Department  
Joe Hanny, Chief, Ohio Township Police Department  
Lisa Cronin, Ben Avon Borough Secretary

**Public Participation**

None

**Approval of Minutes**

Motion: Mr. Casale; Second: Ms. Dolan; Motion carried by unanimous voice vote to approve the minutes of the April 17, 2018 meeting.

**Approval of Pre-Council Minutes**

Motion: Mr. Casale; Second: Mr. Stoeckle; Motion carried by unanimous voice vote to approve the minutes of the May 1, 2018 Pre-Council meeting.

**Financial Report - Report given by Ken Opiery**

Motion: Mr. Opiery; Second: Mr. Casale; Motion carried by unanimous voice vote to approve the financial reports as presented for April 2018.

Motion: Mr. Opiery; Second: Mr. Casale; Motion carried by unanimous voice vote to approve the accounts payables for \$30,115.10 for April 2018.

Ken Opiery submitted an invoice to Council for emergency sewer repairs done by State Pipe Repair at the corner of Church and Forest Avenues in the amount of \$11,490. Motion: Mr. Opiery; Second: Mr. Bohn; Motion carried by unanimous voice vote to approve and authorize immediate payment.

Henry Casale requested that the borough establish a Resolution to expedite immediate payment for expenses incurred in emergency situation(s) that would enable authorization prior to the council meeting not to exceed \$20,000.00. The committee would consist of Public Works Chair, the engineer, and Public Works Foreman.

Motion: Mr. Casale made a motion to authorize immediate payment of up to \$20,000 for emergency work; Second: Mr. Pipery; Motion carried by unanimous voice vote to approve.  
*See Attachment B*

Ken Pipery also made a motion to move \$530,000 from the general fund to the capital reserve fund to pay for scheduled road repairs this summer.

Motion: Mr. Casale; Second: Mr. Pipery; Motion carried by unanimous voice vote to approve.

**Administration Report – No Report given**

**Public Affairs / Communications Report – Report given by President Jennifer Bett**

Jennifer Bett reported she is encountering some issues with Network Solutions as it is an old, slow system, they are trying to look at getting a new provider and will report progress. She is trying to keep information flowing either through the website or Facebook. She asked if any present were aware of a Twitter account opened for the Borough and Earl would investigate further.

**Public Safety/Code Enforcement Report – Report given by David Stoeckle**

Mr. Stoeckle reported that he received complaints about property on Monitor and Breeding Avenue where there was an accumulation of trash for some time now. Council was successful in notifying the property owner by letter and debris was removed. Lisa Cronin asked the council to clarify the best procedure to notify and work with Code Enforcement Officer, Ron Mulcahy, in asking him to follow up on complaints and calls. Mr. Bohn will schedule a meeting with Ron to clarify process for both proactive rental property inspection procedure and general property complaints.

**Public Works Report – Report given by Ken Pipery**

*See Attachment A.*

**Quaker Valley COG Report – Report Given by Megan Dolan**

Review of current Bylaws continues. Mr. Bohn will inquire and ascertain what Susan Hockenberry's questions were relative to accounting needs.

**Mayor's Report – Report given by Melanie Holcomb**

*Please see Attachment C.*

**Police Chief's Report – Report Given by Chief Joe Hanny**

Chief Hanny reported normal amount of calls for the month, 79 calls with 262 calls total for the year.

**Fire Chief's Report - No Report Given**

**Solicitor's Report – No Report Given**

**New Business**

**Hiring of New Borough Secretary**

Motion: Mr. Bohn; Second: Ms. Boyd; Motion carried by unanimous voice vote to approve hiring the new Borough Secretary, Theresa (Terrie) Patsch, effective Monday, May 14, 2018.

**Adopting Ordinance No. 783 – Street Opening Permit**

Motion: Mr. Pipery; Second: Mr. Stoeckle; Motion carried by unanimous voice vote to approve adopting Ordinance No. 783 – Street Opening Permit.

**Quaker Valley COG Resolution**

Motion: Mr. Casale; Second: Ms. Dolan; Motion carried by unanimous voice vote to approve adopting resolution.

**Business Cards/Letterhead/Furniture**

Business cards will be ordered for Melanie Holcomb, Jennifer Bett, Dale Regrut, and Theresa Patsch. Some discussion was held on the need for an additional upright four drawer file cabinet in the borough office and updating the Borough letterhead.

**Old Business**

**Cable, Telecommunications & Broadband “Rights of Way”**

Henry Casale reported that Dan Cohen will request a proposal.  
provide

**Adjournment**

Motion: Mr. Pipery; Second: Mr. Bohn; Motion carried by unanimous voice vote to adjourn the meeting at 8:55 p.m.

Respectfully submitted,

*Lisa Cronin*

*Ben Avon Borough Secretary*

**Ben Avon Borough**  
**Department of Public Works**  
**2018 Project Status**

**1) Utility Work**

- a. Brighton Road – Columbia Gas
  - i. Remaining residential services being connected to new main
  - ii. Sidewalk restoration under way
- b. Brighton Road – West View Water
  - i. Bids opened May 15
  - ii. Work Completed in June/July
- c. Dalzell – Columbia Gas
  - i. New Mainline completed and being tested
    - 1. Installed under street versus sidewalk due to trees
  - ii. New Services for each home will be installed in the next 2-3 weeks.
    - 1. Early to Middle of June
- d. Alder Drive – West View Water
  - i. Work is under way
- e. Alder Drive – Columbia Gas
  - i. Work starts after West View Water project
- f. Flaccus – West View Water
  - i. Work begins after Alder Drive project

**2) Sewer Inspection**

- a. State Pipe to begin CCTV of streets to be paved on Monday May 21

**3) Sewer Repair/Replace**

- a. Engineers review CCTV inspections and identify faults that need addressed
- b. Depending upon magnitude of estimated costs, we will either bid it (If over \$20,100) or get at least three phone bids (if under \$20,100)

**4) Street Repaving**

- a. Street Listing:
  - i. Brighton – 65 to Forest
  - ii. Courtney Way – Church to Brighton
  - iii. Dalzell – Church to Brighton
  - iv. Dickson – 65 to Woodland
  - v. Sturgeon – Dickson to Ridge
  - vi. Ridge – Church to Brighton
  - vii. Marvin – Rostrevor to Hilands
  - viii. Rostrevor – Church to Dead End
  - ix. Alder Drive – Brighton to Short
  - x. Alder Drive – Short to Spruce
  - xi. Short – Alder to Berringer
  - xii. Flaccus – Forest to Dickson
  - xiii. Monitor – 65 to Brighton
- b. Pending meeting with contractor to discuss schedule & coordination with utilities
- c. Paving will be in July/August/September

Ben Avon Borough  
 Capital Reserve Account  
 Tracking and Forecasting

ATTACHMENT B

The capital reserve account is used to collect and track the use of strategic budget surplus.

It is a means to prove to the taxpayers that the excess annual revenue is being put back into the community in a timely fashion.

Date	Source of Spend/Revenue	Vendor	Revenue	Expense	Balance
Balance, 12/1/2014					512,845.19
	Paving Project - Park/Oak/Schaffer	QVCOG		102,077.70	
	Purchase - DPW Dump Truck	STATE CONTRACT		64,164.00	
	Paving Project - Brighton/Walker/Terrace/Perrysville	Pampeana		416,578.18	
	Sewer Project - Brighton/Walker/Terrace/Perrysville	State Pipe		66,993.80	
	Building Repair - Coffee Shop Roof	Frontier		20,785.04	
	Sewer Project - Breeding Storm Sewer Repair	Pampeana		3,621.00	
	Wall Project - Merton Retaining Wall	Martino		78,999.32	
	Interest Earned		468.86		
	Transfer from General Fund		245,785.00		
Balance, 1/31/2016					5,880.01
	Sewer Project - Merton/Dickson/Woodland	State Pipe		106,228.40	
	Paving Project - Merton/Dickson/Woodland	Liberoni		292,105.20	
	Wall Project - Merton Gulde Rail	Allegheny Fence (SHACOG)		2,540.00	
	Interest Earned		166.59		
	Transfer from General Fund		480,000.00		
Balance, 12/31/2016					85,173.00
	Building Repair - Fire Station Lintels	Keith Johnson		38,554.00	
	Building Repair - Fire Station Roof	Frontier		15,801.52	
	Paving Project - Perrysville, Juniper, Western	Mele Mele		107,431.91	
	Purchase - Riding Mower			6,326.50	
	Interest Earned		778.30		
	Transfer from General Fund		180,000.00		
Balance, 12/31/2017					97,837.37
	Building Repair - Bora Ha!! Boller	Bolster Dlehart		5,881.98	
	Interest Earned		316.09		
	Transfer from General Fund				
Balance, 4/30/2018					92,271.48
	Projected Transfer In - General Fund		530,000.00		
	Projected Interest Earned		316.00		
	Projected Expense - 2018 Paving Project			387,039.00	
	Projected Expense - 2018 Sewer Project			100,000.00	
	Projected Expense - Other (Boller/Roof)			50,000.00	
Projected Balance - 12/31/2018					85,548.48

## Ben Avon Mayor's Report

May 2018

- Communicated with 2 separate residents on Monitor Ave. about requests to have a Handicapped parking space in front of their home. Visited and spoke with each resident. Am looking at precedent and best practices in PA Boroughs.
- Worked with OT Police to be prepared for any incidents from the Shenango implosion. Swift 911 was ready to be activated if needed. Thankfully, all went well.
- Received requests from 2 residents to have mulch in the park refilled, as it is very low and not up to standards.
- Will attend the American Legion meeting on 5/22 to discuss the arrangements for the Memorial Day Parade. Council members are invited to ride in a car together. Ben Avon resident LTC Christen Cieslak is the guest speaker for the ceremony.

Respectfully Submitted,  
Melanie Holcomb  
Mayor



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