



Borough of Ben Avon

7101 Church Avenue, Ben Avon, PA 15202
tel...412-766-7104 fax...412-766-7311

Council Work Session Meeting Minutes – June 2, 2020

Call to Order

Council President Jennifer Bett called the meeting to order at 7:03 p.m.

Pledge of Allegiance

Council Members Present

Jennifer Bett, Henry Casale, Megan Dolan, Kenneth Opipery, Kara Roggenkamp, David Stoeckle and Richard Wagner

Others Present

Mayor Melanie Holcomb

Public Participation – no public participation

Administration Report - Report given by Jennifer Bett.

Ms. Bett provided an update regarding the open Borough Secretary position, which was discussed further under new business.

Public Affairs Report – Report given by Jennifer Bett.

Ms. Bett reported that Allegheny County will be transitioning to the “green phase” on Friday June 5th, which includes opening of the parks. Ms. Bett emphasized the continued importance of social distancing and indicated that she would post updated guidelines on the borough webpage.

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

Mr. Stoeckle reported that with the reopening of Judge Tara Smith’s office owners of properties identified as rental properties have started to receive summons related to the Borough requirement regarding inspections. Mr. Stoeckle and Ms. Holcomb are working to respond to resident inquiries regarding the summons. If a resident received a summons, but they do not own a rental property, they should email the borough office with the address of the property, why it is not a rental and how long it has been since the property was a rental and the Borough will work to have the summons closed. Mr. Stoeckle and Ms. Holcomb are also working with our code enforcement/property inspector to develop a form to help in the future.

Public Works Report – Report given by Kenneth Opipery

Mr. Pipery reported that due to COVID-19, road repair -which was not identified as critical - has been postponed for 2020. In addition, the committee will begin researching the purchase of various pieces of equipment that the Borough anticipates will need to be replaced in the next several years, including researching the potential for shared equipment with other municipalities. Finally, Ms. Holcomb inquired regarding a resident concern regarding a tree on their property and it was concluded that additional follow up with the Borough Solicitor regarding legal obligations was required.

QVCOG – Report given by Richard Wagner

Mr. Wagner reported that at the last meeting Greenway gave a report regarding connecting trails in the north boroughs. Currently, they are trying to do an inventory of existing trails. In addition, Mr. Wagner discussed with the Director of the QVCOG various approaches that could be used to fill secretary position and the potential alternatives with shared resources.

New Business

Ms. Bett reported that the job description was reviewed by Administration Committee and employee that previously held that position. Council members were provided an opportunity to comment on the description. Brief discussion ensued and then Council approved the job description without any additional changes. In addition, Council determined that the position will be posted as full-time, contingent on further discussions with the Borough Solicitor regarding status and obligations for full vs. part-time employees. The Administrative Committee will complete an initial review of all applications and interviews will follow that initial review.

Adjournment

President Jennifer Bett adjourned the meeting at 8:03 p.m.