

**TOWNSHIP OF RESERVE**  
**REGULAR MONTHLY MEETING**  
**May 15, 2023**

**CALL TO ORDER**

Commissioner Neurohr called the meeting to order on May 15, 2023, at 7:00 PM.

**ROLL CALL**

Indicated Commissioner Sharon Sweeney, Commissioner Ed Vincent, Commissioner John Kaib, Commissioner Ron Neurohr, Manager Jan Kowalski, Solicitor Nate Boring and Engineer Gordon Taylor were all present. Also present were approximately 20 visitors.

**EXECUTIVE SESSION**

Commissioner Ron Neurohr reported the Board of Commissioners held an Executive Session tonight at 6:00 pm., wherein the following topics were discussed: employment and personnel matters, contracts and policies, actual and ongoing litigation as well as potential litigation and identifiable complaints.

**PUBLIC COMMENTS—**

Jim Maloney – 25 Arlor Dr – Mr. Maloney is requesting a time frame for when he should expect the repairs to be made to his driveway from the paving done last year. Manager Kowalski stated that she would reach out to him after speaking with Public Works. Mr. Maloney also spoke on behalf of his neighbor regarding her driveway that was not repaired after a water main break.

Dan Cromeans – 2101 Lonsdale St. – Mr. Cromeans stated that the loose gravel needs to be cleaned up on Lonsdale and Manager Kowalski stated that she has been in contact with the County and many streets are on list to be cleaned up and she will follow up with them. Mr. Cromeans stated that there is a water leak in Pearl Alley, and the asphalt curb is now falling apart. Manager Kowalski stated that she would bring it to the Foreman's attention. Mr. Cromeans raised concerns with PWSA and the rate increase that they advertised. Mr. Cromeans raised concerns about putting in a holding cell built by the Public Works Crew.

**ADMINISTRATION OF LOYALTY OATH TO NEW COMMISSIONER-**

Manager Kowalski administered the Loyalty Oath to swear in Commissioner Ken Vybiral.

**NOMINATION AND ELECTION OF VICE-PRESIDENT-**

Commissioner Sharon Sweeney made the motion to nominate and elect Commissioner Ed Vincent as Vice-President, with a second by Commissioner Ken Vybiral. All in favor. Motion Carries.

**APPROVAL OF CONSENT AGENDA**

Commissioner Kaib made the motion to approve the consent agenda, with a second by Commissioner Sweeney. All in favor. Motion carries.

**RESOLUTIONS TO BE ADOPTED**

Resolution 755: Appointment to fill the unexpired term of Daniel Giebel as Commissioner At Large. Commissioner Kaib made the motion to appoint Ken Vybiral to fill the unexpired term of Daniel Giebel as Commissioner At Large, with a second by Commissioner Vincent. All in favor. Motion carries.

Resolution 756: Water Meter and Valve Pit Agreement of Cooperation with PWSA. Commissioner Vincent made the motion to accept the Water Meter and Valve Pit Agreement of Cooperation with PWSA, with a second by Commissioner Kaib. All in favor. Motion Carries.

**ORDINANCES TO BE INTRODUCED**

None

**ORDINANCES TO BE ENACTED**

None

**COMMITTEE REPORTS**

**COMMISSIONER SWEENEY** – None

**COMMISSIONER VINCENT** – None

**COMMISSIONER KAIB** – None

**COMMISSIONER VYBIRAL** - Commissioner Vybiral thanked the Board and Manager for appointing him as Commissioner and he will do his best to serve the residents of the Township.

**COMMISSIONER NEUROHR** - Commissioner Neurohr stated that Reserve’s Clean Up day was a huge success with 31 volunteers and extended his thanks to everyone who helped. Commissioner Neurohr had the privilege to meet Congressman Chris Deluzio this past Saturday. Commissioner Neurohr extended his condolences to Chief Etherington on the passing of his Father and there will be a celebration of his life on June 17<sup>th</sup>. Commissioner Neurohr then read the Police Report and the VFD Report.

**MANAGER’S REPORT** – Manager Kowalski reported that she will be attending the State Conference for Association for PA Municipal Management next week. Manager Kowalski also stated that the clean up day went very well. A representative from CONNECT (Congress of Neighboring Communities) came to speak briefly about what they do and the benefits that they offer for Municipalities.

**SOLICITOR’S REPORT** - None

## **ENGINEER'S REPORT**

1. Mr. Taylor stated that the Irwin Lane Phase III project is complete.
2. Mr. Taylor stated that there will be a pre-construction meeting Tuesday morning with the Manager and Foreman and Youngblood regarding the paving project.
3. Mr. Taylor is in the process of designing a project to be completed using in house labor to repair the landslide on Logan St. This project is anticipated to begin in early July.

## **GIRTYS RUN REPORT**- None

## **COMMUNICATIONS AND RECOGNITIONS** – None

## **OLD BUSINESS** –

- Update on Operations & Maintenance Agreement with PWSA Requesting authorization for Senate Engineering to perform a rate study of water and sewer rates. Commissioner Kaib made the motion to approve to authorize Senate Engineering to perform a rate study of water and sewer rates, with a second by Commissioner Vincent. All in favor. Motion carries.

## **NEW BUSINESS** –

- Award of contract for trash collection service (see bid tabulation sheet and contract). Commissioner Neuorhr announced that there was only one bid for the trash collection service from County Hauling, Westmoreland Sanitary Landfill. Commissioner Sweeney made the motion to award the contract for trash collection service to Westmoreland Sanitary Landfill, with a second by Commissioner Vincent. All in favor. Motion carries.
- Consideration of the following actions relating to the Irwin Lane/Hoffman Road Waterline Extension-Phase III:
  - i. Approval of Partial Payment Request No. 3, Irwin Lane Phase III, to Ron Gillette Co. in the amount of \$80,187.00. To be followed by a reimbursement request to CFA for 85% of the amount (\$67,544.65). Commissioner Kaib made the motion to approve the partial payment request no. 3, Irwin Lane Phase III, to Ron Gillette, Co., with a second by Commissioner Vincent. All in favor. Motion carries.
  - ii. Approval of Change Order No. 3 Irwin Lane/Hoffman Road for an increase of \$29,888.64 to the contract due to detail changes required by Allegheny County. Commissioner Kaib made the motion to approve the change order no. 3 Irwin Lane/ Hoffman Road for an increase of \$29,588.64 to the contract due to detail changes required by Allegheny County, with a second by Commissioner Vybiral. All in favor. Motion carries.
- Approval for Board President to sign the Mochenhaupt Benefits Group Authorization Form accepting actuarial assumption changes for the Police Pension Plan (increasing inflation assumptions). Commissioner Sweeney made the motion for the Board President to sign the Mochenhaupt Benefits Group Authorization Form accepting actuarial assumption changes for the Police Pension Plan, with a second by Commissioner Vincent. All in favor. Motion carries.

- Authorization for Police Department to spend up to \$1,500 to convert the men’s bathroom into a holding cell. Cost is for supplies only, work to be performed by Reserve Public Works employees, contingent on designing the project in keeping with best practices for holding cells. Commissioner Vincent made the motion to authorize the Police Department to spend up to \$1,500 to convert the men’s bathroom into a holding cell contingent on designing the project in keeping with best practices for holding cells, with a second by Commissioner Kaib. All in favor. Motion carries.

**NEXT PUBLIC MEETING ANNOUNCEMENT** – Mr. Neurohr announced the next public meeting would be on Monday, June 19, 2023, at 7 P.M.

**ADJOURNMENT** – There being no further business to discuss, Commissioner Neurohr requested a motion to adjourn the meeting. Commissioner Ed Vincent motioned to adjourn with a second by Commissioner Ken Vybiral. All in favor.

The meeting adjourned at 8:08 P.M.

Respectfully submitted,

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Mia Shores, Secretary

APPROVED