

**TOWNSHIP OF RESERVE MINUTES OF THE
REGULAR MONTHLY MEETING
March 5, 2025**

CALL TO ORDER

Commissioner Vincent called the meeting to order on March 5, 2025, at 7:00 PM.

ROLL CALL

Commissioner Vincent asked Manager Kowalski to call the roll as follows:

PRESENT: Commissioner Sharon Sweeney, Commissioner Rob Stephens, Commissioner Ed Vincent, Commissioner Ron Neurohr VIA Zoom, Manager Jan Kowalski, Solicitor Mandi Culhane in place of Solicitor Emily Mueller and Engineer Gordon Taylor

ALSO, PRESENT: 4 visitors

EXECUTIVE SESSION

Commissioner Ed Vincent reported that prior to tonight's meeting, the Board of Commissioners held an Executive Session to discuss the Settlement Agreement related to the Rebel litigation, as well as the legal remedies available to the Township for the recovery of certain amounts owed to the Township.

PUBLIC COMMENTS –

Members of the public wishing to speak should indicate such on the sign-in sheet when entering the meeting room. Anyone speaking on a non-agenda item may do so during the public comment period. Anyone speaking on an agenda item will be recognized at the appropriate time.

Per Resolution 612:

- *Speakers are limited to five (5) minutes.*
- *If more than one member of the public is here to speak on a particular topic, please designate one individual to represent the group.*
- *All comments shall be directed to the presiding officer.*
- *Any person making offensive, insulting, or threatening remarks may be removed.*

George Shelly – 2063 Pittview Ave. – Mr. Shelly shared some concerns with the work that is being done behind his house on East Beckert Street. Mr. Shelly stated that the main water line on that road is very old and with all the heavy machinery that is present, he is concerned something might break.

APPROVAL OF CONSENT AGENDA

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

RESOLUTIONS TO BE CONSIDERED FOR ADOPTION –

- Resolution #791 – Municipal Police Cooperative Agreement – to participate in a multi-jurisdictional task force to enforce DUI laws. Commissioner Stephens made the motion to adopt Resolution #791, Municipal Police Cooperative Agreement – to participate in a multi-jurisdictional task force to enforce DUI laws, with a second by Commissioner Neurohr. All in favor. Motion carries.

ORDINANCES TO BE INTRODUCED – None

ORDINANCES TO BE CONSIDERED FOR ENACTMENT – None

COMMITTEE REPORTS

PUBLIC SAFETY CHAIR JOHN KAIB – Commissioner Kaib had nothing to report from the Police Department. Commissioner Stephens had nothing to report from the VFD.

PUBLIC WORKS CHAIR ED VINCENT – Commissioner Vincent reported that for the month of February, Public Works identified the source of the large increase in water consumption as a break in the 8' main line near 3231 Mount Troy Road. Upon excavation, it was determined that the water had been going underground rather than surfacing. Allegheny County is currently assessing the road condition to determine what is required to stabilize the road so it can be reopened to two lanes of traffic.

Commissioner Vincent reported that there was a sanitary sewer backup behind Biscayne Terrace. Robinson Pipe was called to camera the line and locate the backup. The backup was successfully cleared, and Public Works repaired the brick manhole.

Commissioner Vincent reported that Public Works responded to 5 snow events in February and salt supplies are currently adequate to meet demands.

Commissioner Vincent reported that Manager Kowalski and Public Works attended the Pennsylvania 811 Education Day for training on the new One Call Law pertaining to excavation.

FINANCE CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the 2024 Financial Audit has been started as of Monday March 3rd. Commissioner Sweeney reported that she spoke with Hollie, one of the Auditors, and she informed her that she has never seen such organization by Jan and Mia from an auditing perspective, as far as organization and documentation. Commissioner Sweeney wanted to make everyone aware of that information because the auditor was extremely impressed.

RECREATION CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the Easter Egg Hunt will be on Saturday April 5th this year, and registration is now open. Commissioner Sweeney reported that Spring Clean Up day will be on Saturday April 26th, rain or shine. Commissioner Sweeney reported that this year's Light Up Event will be moved to Friday December 5th due to a scheduling conflict with the Horse Drawn Carriage Rides and many residents wanting to see this attraction at our event.

PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR – Commissioner Neurohr reported that he has been in contact with the Manager to stay up to date on the daily activities of the Township. Commissioner Neurohr stated that he would also like to echo what Commissioner Sweeney said and thank Jan and Mia on the excellent job they are doing. Commissioner Neurohr also echoed what Commissioner Vincent said about Public Works and thanks them for getting a handle on the water breaks.

MANAGER’S REPORT – Manager Kowalski reported that she attended a Finance Committee Meeting with the Local Government Academy, and she will be advising the Director on how to do their finances better.

Manager Kowalski reported Coffee with the Manager had Dr. O’Black, the Superintendent of Shaler Area School District, in attendance and there was good attendance by the public and they all had great questions to ask him, and we appreciate him coming.

Manager Kowalski reported that the big water leak on Mount Troy Road had been located and fixed. The water was going into an abandoned mine shaft. Manager Kowalski reached out to The Department of Environmental Protection for the State and The Bureau of Abandoned Mine Reclamation. They did an investigation and a report and verified that it is an abandoned mine but there is no state funding for assistance. Leak ID has been very helpful to the Township with finding leaks, and they are currently scheduled to do a survey of the whole Township to find more unmetered leaks. Manager Kowalski reported that the repairs to that section of Mount Troy Road are being evaluated by Allegheny County and the Township is waiting for information regarding that repair.

Manager Kowalski reported that she attended a meeting with Allegheny County Emergency Services, and they are doing their 10-year update of the County Hazard Mitigation Plan. Manager Kowalski attended that meeting with Dave Moore, Jr.

Manager Kowalski was asked to speak at the Shaler Area High School, to the US Civics and Government class on March 19th, to speak about Local Government and to let them know what we do.

SOLICITOR’S REPORT – Ms. Culhane reported that they are in connection with the auditors and preparing an opinion letter that summarizes any material matters they handled on behalf of the Township for 2024 and will be submitted by the end of the month.

Ms. Culhane reported that some changes have been made to the Rebel settlement, but they are still waiting to hear from the Plaintiffs’ Attorney.

Ms. Culhane reported that they are working on a re-zoning request that is coming up in the next few months and providing some legal services with respect to some development issues that the Township is working through.

Ms. Culhane reported that the Right to Know request that was sent to the DA, was resolved in the Townships favor.

ENGINEER’S REPORT – Mr. Taylor reported that the Township was denied the Multimodal Grant, but the Manager would like to resubmit for this grant in July 2025.

Mr. Taylor reported that the scope of work and specifications for the 2025 CCTV program is being prepared and LSSE anticipates the bid opening on April 29th and awarding the contract at the May 7th meeting.

Mr. Taylor reported that the specifications for the 2025 Paving are being prepared for bid opening on April 29th with anticipation of awarding the contract at the May 7th meeting.

GIRTYS RUN REPORT – Mr. Ken Kaib was not in attendance to report.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores was not in attendance to report.

OLD BUSINESS – None

NEW BUSINESS –

- Motion to appoint Dave Moore, Jr. as Emergency Management Coordinator. Commissioner Kaib made the motion to appoint Dave Moore, Jr., as Emergency Management Coordinator, with a second by Commissioner Stephens. All in favor. Motion carries.
- Motion to approve Settlement Agreement with Kristen Rebel. Commissioner Stephens made the motion to table the Settlement Agreement with Kristen Rebel, with a second by Commissioner Sweeney. All in favor. Motion tabled.
- Motion to approve Invoice from Robinson Pipe Cleaning for Emergency Cleaning and CCTV Inspection of 450 feet of sanitary sewer line behind Biscayne Terrace (Invoice to be provided at Board Meeting). Manager Kowalski asked Commissioner Vincent to table the motion due to an invoice not being received from Robinson Pipe Cleaning. Commissioner Kaib made the motion to table the motion to approve the Invoice from Robinson Pipe Cleaning for Emergency Cleaning and CCTV Inspection of 450 feet of sanitary sewer line behind Biscayne Terrace, with a second by Commissioner Stephens. All in favor. Motion tabled.
- Motion to approve Payment Request #1 to El Grande Industries for stored materials related to Project 24-S02 West Beckert Storm Sewer Improvements in the amount of \$28,176.39. (To be followed by a grant reimbursement request to the Commonwealth Financing Agency for the same amount). Manager Kowalski asked Commissioner Vincent to table the motion due to El Grande not storing their equipment in the Township's yard. Commissioner Kaib, with a second by Commissioner Stephens. All in favor. Motion tabled.
- Motion to approve Chief Morgan's participation in the Command Leadership Institute through the FBI-Law Enforcement Executive Development Association July 21-25, 2025, hosted by Indiana Township Police Department (Registration fee of \$795 included in the 2025 Police Budget). Commissioner Stephens made the motion to approve Chief Morgan's participation in the Command Leadership Institute through the FBI-Law Enforcement Executive Development Association July 21-25, 2025, hosted by Indiana Township Police Department, with a second by Commissioner Sweeney. All in favor. Motion carries.
- Motion to approve Sergeant Logan's participation in the Supervisor Leadership Institute through the FBI-Law Enforcement Executive Development Association May 5-9, 2025, hosted by Indiana Township Police Department (Registration fee of \$795 included in the 2025 Police Budget). Commissioner Kaib made the motion to approve Sergeant Logan's participation in the Supervisor Leadership Institute through the FBI-Law Enforcement Executive Development Association May 5-9, 2025, hosted by Indiana Township Police Department, with a second by Commissioner Stephens. All in favor. Motion carries.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Vincent announced the next public meeting would be on Wednesday April 2, 2025, at 7 P.M.

ADJOURNMENT – There being no further business to discuss, Commissioner Ed Vincent requested a motion to adjourn the meeting. Commissioner Rob Stephens motioned to adjourn with a second by Commissioner John Kaib. All in favor.

The meeting was adjourned at 7:32 P.M.

Respectfully submitted,

Mia Shores, Secretary

APPROVED