

**TOWNSHIP OF RESERVE MINUTES OF THE
REGULAR MONTHLY MEETING
May 7, 2025**

CALL TO ORDER

Commissioner Neurohr called the meeting to order on May 7, 2025, at 7:00 PM.

ROLL CALL

Commissioner Neurohr asked Secretary Shores to call the roll as follows:

PRESENT: Commissioner Sharon Sweeney, Commissioner, Commissioner Ed Vincent, Commissioner Ron Neurohr, Manager Jan Kowalski, Solicitor Emily Mueller and Engineer Gordon Taylor

ALSO, PRESENT: 7 visitors

Ms. Shores stated that Commissioner Rob Stephens was not in attendance.

PUBLIC HEARING ON ORDINANCE 704 – AMENDING ZONING ORDINANCE

Solicitor Emily Mueller – “Tonight we have a duly advertised Public Hearing on an amendment to the zoning map. An Ordinance to Amend the Zoning map for several properties that are located in the vicinity of Spring Garden Road and Wilson Road. The block and lot numbers are 117-J-150, 117-N-55, 117-N-45, 117-N-31 – those 4 parcels will be re-zoned from R2 (Two Household Residential District) to C1 (Community Commercial) and the 5th block and lot number 117-N-29 will be re-zoned from R2 (Two Household Residential District) to LI (Light Industrial). As a matter of record, we will admit the draft Ordinance and the County comment letter that was received providing comment on the Ordinance along with pictures of the postings. The Township not only duly advertised this hearing but also posted the required notices in and around relevant properties and mailed notices to the properties that were supposed to be notified under the MPC. At this point, if anyone has a comment on the proposed Zoning Ordinance or Zoning Map Change, now is the time.”

Ken Kaib – 41 Fornof Lane – Mr. Kaib asked why the property was being changed from residential to commercial. Solicitor Mueller stated that several of these properties are being used for their non-conforming uses (the current use of these properties are not allowed in R2 but are uses allowed in C1), so we are changing several properties from being a non-conforming use to a conforming use under the Zoning Ordinance. The parcel that is being changed from R2 to LI (Light Industrial) the building on that property is over the property line onto an LI zone, so this will fix the two lots that the building spans over to be LI, and the use of that property is permitted for LI. There are a couple that are vacant lots, but it made sense from a zoning planning perspective to do the group for the current uses in that area.

“Solicitor Mueller asked if there were any other questions or comments regarding the Zoning Ordinance. There being no further questions, Solicitor Mueller closed the hearing at 7:06PM.”

EXECUTIVE SESSION

Commissioner Ron Neurohr reported that the Board of Commissioners held an Executive Session tonight at 6:00 pm, wherein the Board discussed pending litigation, potential litigation, and received legal advice from the Solicitor on various matters.

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.*

Ken Vybiral – 2439 Arlington St. – Mr. Vybiral wanted to mention that a few weeks ago, a resident of Reserve created a Facebook group for possibly starting a Community Garden and they all met at the Township Office to brainstorm ideas of possible locations in the Township. The group was asking if the Township would be willing to recognize an official committee to allow for creation of a Community Garden. Solicitor Mueller cautioned against this, as it creates the appearance of an affiliation between a group of volunteers and the Township and could cause confusion about who is responsible for the Garden. She said that she would be apprehensive in recommending that the Township create a committee for the purpose of overseeing a Community Garden that they have nothing to do with. She pointed out that in other communities an organization like Allegheny Land Trust will partner with a nonprofit or other community group to facilitate such a project. She suggested that the residents look at options like this.

APPROVAL OF CONSENT AGENDA

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

RESOLUTIONS TO BE CONSIDERED FOR ADOPTION –

- Resolution #794 – Application for Watershed Restoration and Protection Program Grant – Authorization to apply for CFA Grant in the amount of \$163,000 for repairs to the Stormwater Pond at Villa Court as part of the MS4 Pollutant Reduction Program. Commissioner Vincent made the motion to adopt Resolution #794, Application for Watershed Restoration and Protection Program Grant, with a second by Commissioner Kaib. All in favor. Motion carries.

ORDINANCES TO BE INTRODUCED –

- Ordinance #705 – Nuisance Property Ordinance – Requesting authorization to advertise. Solicitor Mueller cautioned against such an Ordinance as it could expose the Township to liability and is contrary to state law. President Neurohr called for motions on the Ordinance. Receiving none, the Ordinance failed for lack of a motion.

ORDINANCES TO BE CONSIDERED FOR ENACTMENT –

- Ordinance #704 – Amending the Township Zoning Ordinance and changing the Zoning Map – being duly advertised and open to public inspection as required by First Class Township Code, the Ordinance is ready for enactment. Commissioner Kaib made the motion to enact

Ordinance #704 – Amending the Township Zoning Ordinance and changing the Zoning Map, with a second by Commissioner Sweeney. All in favor. Motion carries.

COMMITTEE REPORTS

PUBLIC SAFETY CHAIR JOHN KAIB – Commissioner Kaib read the report from the Police Department. Commissioner Kaib also read the report from the VFD.

PUBLIC WORKS CHAIR ED VINCENT – Commissioner Vincent reported that for the month of April, Public Works performed weekly water testing for chlorine and bacteria and all results were good.

Commissioner Vincent reported that Public Works repaired main waterline leaks on Karen Drive, Pittview Avenue and Arlington Street, saving an estimated 20,000 gallons per day. Public Works also assisted Allegheny County Public Works with the repairs to 3231 Mount Troy Road at the site of a water main break in February.

Commissioner Vincent reported that Public Works rebuilt a hydrant on E. Beckert Ave. and Lonsdale St.

Commissioner Vincent reported that Public Works participated in Reserve Clean-Up Day on Saturday April 28th, cleaned up 4 road kills, responded to 21 One Calls and assisted with Cleanup of Storm Damage from the storm on 4/29/2025.

Commissioner Vincent reported that Scott Lewis, Acting Foreman, has passed the Class E Certified Water Operator Licensing Exam and he is in the process of submitting his application to get his Operator's License.

FINANCE CHAIR SHARON SWEENEY – Commissioner Sweeney had nothing new to report on Finance.

RECREATION CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the Easter Egg Hunt was held on Saturday April 5th, and there were 44 children in attendance. Commissioner Sweeney said this was a well-attended event by families. The next event will be the Halloween Parade in October.

PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR – Commissioner Neurohr reported that he would like to add to Commissioner Kaib's report for the Police Department that Steri-Clean of Pittsburgh provided respirators and disinfectant to the Police Department free of charge. They also paid for a scholarship covering the cost for Chief Morgan to go to the OTOA Conference in June. Thank you Steri-Clean for their support of local Law Enforcement.

Commissioner Neurohr stated that we had quite the test the previous week in the Township for our Emergency Response Team. Starting with the Police and their response to the emergency situations in the Township, along with the Fire Department. The Fire Police were excellent, and they were all there doing their job and guaranteed safety for all the residents in the Township. The Office Staff were working great, with no power and when he came to the Office, Mia was walking around with a flashlight filing documents and she kept things moving. This was a testament to everyone's attitude to keep the place going.

Commissioner Neurohr stated that Clean-up Day was well attended with 20 residents and the Fire Police made sure everyone was safe while they were cleaning up the Township roads. He thanked GRB Law for providing the food for this event.

Commissioner Neurohr reported that he attended Coffee with the Manager this past Friday and residents are getting the answers they need from the meeting and the Board thanks Manager Kowalski for holding that meeting every month.

MANAGER'S REPORT – Manager Kowalski reported that the Police Regionalization Study Letter of Intent that was submitted to the State has been approved, as well as Etna's Letter of Intent. The next step is to submit a completed questionnaire with crime statistics and financial data to the State and Etna will do the same. Then, they will assign a peer consultant, which is a retired Police Chief, who will do the study, and a kick-off meeting will be held sometime in May. The actual study will take 2 to 4 months and when it's done, they will have a presentation and a document for the Board to review with their recommendations.

Manager Kowalski reported that Clean-up Day was a success. There were 66 bags of trash, 2 TVs, and 1 tire collected. Thank you GRB for contributing to the food for the event. Thank you, Lindsay Powell, for assisting with the clean-up.

Manager Kowalski reported that Coffee with the Manager was held the previous Friday, and it went well. Also, Lindsay Powell's Office was at the Township Office to assist residents with filing their property tax and rebate forms.

SOLICITOR'S REPORT – Ms. Mueller had nothing further to report.

ENGINEER'S REPORT – Mr. Taylor stated that his report would be presented in the New Business section of tonight's meeting.

GIRTYS RUN REPORT – Mr. Ken Kaib had nothing to report.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores had nothing to report.

OLD BUSINESS –

- Motion to approve Settlement Agreement with Kristen Rebel (tabled at March and April meetings due to lack of response). Solicitor Mueller requested a motion to table, with no additional information or update. Commissioner Kaib made the motion to table the Settlement Agreement with Kristen Rebel, with a second by Commissioner Vincent. All in favor. Motion tabled.

NEW BUSINESS –

- Motion to approve payment request No. 1 to El Grande Industries in the amount of \$71,308.78 for work performed to date on the West Beckert Storm Sewer Project. Mr. Taylor stated that LSSE rejected the invoice – using unapproved materials and need a revised invoice. Commissioner Sweeney made the motion to table the payment request to El Grande Industries, with a second by Commissioner Vincent. All in favor. Motion tabled.
- Motion to accept Quote Q70301374 from Ibis Emergency Vehicles in the amount of \$20,197.00 to upfit new police vehicle (total budget for vehicle and upfit \$60,000.00, actual

cost \$61,502.00). Commissioner Sweeney made the motion to accept Quote Q70301374 from Ibis Emergency Vehicles in the amount of \$20,197.00 to upfit new police vehicle, with a second by Commissioner Kaib. All in favor. Motion carries.

- Motion to award bid for the 2025 Road Paving Program, based on results of the bid opening on May 5, 2025. Mr. Taylor stated that Folino Construction was the low bidder with a base bid of \$115,924.72. Commissioner Kaib made the motion to award the bid for the 2025 Road Paving Program to Folino Construction in the amount of \$115,924.72 for the base bid only, with a second by Commissioner Vincent. All in favor. Motion carries.
- Motion to award bid for the 2025 CCTV Program, based on results of the bid opening on May 5, 2025. Mr. Taylor stated that there were 5 bidders and Robinson Pipe was the low bidder at \$52,000.00. Commissioner Sweeney made the motion to award the bid for the 2025 CCTV Program to Robinson Pipe in the amount of \$52,000.00, with a second by Commissioner Kaib. All in favor. Motion carries.
- Motion to award bid for the 2025 Sanitary Sewer Lining Project, based on results of the bid opening on May 5, 2025. Mr. Taylor stated that there were 3 bidders, and Jet Jack was the low bidder at \$107,800.00. Commissioner Vincent made the motion to award the bid for the 2025 Sanitary Sewer Lining Project to Jet Jack in the amount of \$107,800.00, with a second by Commissioner Sweeney. All in favor. Motion carries.
- Motion to accept quote #100000831 in the amount of \$30,994.37 from Ford Office Technologies for IT Infrastructure Relocation and Upgrade as part of the Building Capacity Through Technology Grant awarded by the Appalachian Regional Commission. Commissioner Kaib made the motion to accept quote #100000831 in the amount of \$30,994.37 from Ford Office Technologies for IT Infrastructure Relocation and Upgrade as part of the Building Capacity Through Technology Grant awarded by the Appalachian Regional Commission, with a second by Commissioner Sweeney. All in favor. Motion carries.
- Motion to accept quote #HISQ23304 in the amount of \$16,405.00 from Horizon Information Services for Board Room Audio-Visual upgrades as part of the Building Capacity Through Technology Grant awarded by the Appalachian Regional Commission. Commissioner Kaib made the motion to accept quote #HISQ23304 in the amount of \$16,405.00 from Horizon Information Services for Board Room Audio-Visual upgrades as part of the Building Capacity Through Technology Grant awarded by the Appalachian Regional Commission, with a second by Commissioner Vincent. Commissioner Kaib and Commissioner Neurohr congratulated Manager Kowalski and Secretary Shores for their hard work with this Grant. All in favor. Motion carries.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Neurohr announced the next public meeting would be on Wednesday, June 4, 2025, at 7 P.M.

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

The meeting was adjourned at 7:40 P.M.

Respectfully submitted,

Mia Shores, Secretary

APPROVED