

**TOWNSHIP OF RESERVE MINUTES OF THE
REGULAR MONTHLY MEETING
MARCH 4, 2026**

CALL TO ORDER

Commissioner Ed Vincent called the meeting to order on March 4, 2026, at 7:05 PM.

ROLL CALL

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

PRESENT: Commissioner Sharon Sweeney VIA Zoom, Commissioner Rob Stephens, Commissioner John Kaib, Commissioner Ed Vincent, Commissioner Ron Neurohr VIA Zoom, Manager Jan Kowalski, Solicitor Emily Mueller, Engineer Gordon Taylor and Chief Brandon Morgan

ALSO, PRESENT: 6 visitors

EXECUTIVE SESSION

Solicitor Emily Mueller announced that the Board of Commissioners held an Executive Session immediately before tonight's meeting in order to discuss personnel matters. The Board also met for Executive Session on February 17, 2026, to discuss various personnel matters and to provide legal advice related to the same. At that Executive Session, Ms. Mueller recommended President Neurohr to create a Personnel Committee of the Board, and Commissioner Ron Neurohr and Commissioner Sharon Sweeney were appointed to the Personnel Committee. She asked President Neurohr to confirm that was accurate, and he responded in the affirmative.

PRESENTATION FROM SHALER AREA ROTARY CLUB

Presentation by Wayne Skelley and Dr. Clint Cable of the Shaler Area Rotary Club to the Reserve Township Police Department of Comfort Bags for Victims of Domestic Violence. Chief Brandon Morgan stated that the comfort bags for victims were a thoughtful gesture by the Rotary Club and will assist individuals going through difficult times. He added that he appreciated the outreach and was pleased to establish that connection with the organization.

PUBLIC COMMENTS – Commissioner Vincent asked for a moment of silence to honor the passing of Ms. Mary Louise "Bunny" Hosek, who was a former Township Manager, School Guard and long-time Township resident.

APPROVAL OF CONSENT AGENDA

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

RESOLUTIONS TO BE CONSIDERED FOR ADOPTION

- Resolution #807 – Adopting an Emergency Operations Plan. Commissioner Kaib made the motion to adopt Resolution #807, with a second by Commissioner Stephens. All in favor. Motion carries unanimously.
- Resolution #808 – Notice to be included in the Allegheny County Community Development Block Grant and Home Investment Partnership Programs for 2027, 2028 and 2029.

Commissioner Neurohr made the motion to adopt Resolution #808, with a second by Commissioner Kaib. All in favor. Motion carries unanimously.

ORDINANCES TO BE INTRODUCED – None

ORDINANCES TO BE CONSIDERED FOR ENACTMENT – None

COMMITTEE REPORTS

PUBLIC SAFETY CHAIR JOHN KAIB – Commissioner Kaib read the report from the Police Department. Commissioner Kaib asked Chief Morgan if he had anything to add and Chief Morgan stated that unlocked vehicles throughout the Township are being gone through again and a reminder was posted on the Police Facebook page to lock your doors. Commissioner Stephens read the report from the VFD.

PUBLIC WORKS CHAIR ED VINCENT – Commissioner Vincent reported that for the month of January, Public Works performed weekly water testing for chlorine and bacteria, and all results were good. Public Works performed TTHM/HAA5 testing on 2/5/2026. Public Works repaired 3 water main breaks – one on Mount Troy Road at Ridgelawn Cemetery, one on Kinkura Drive, and one on Mount Troy Road at Jesteadts.

Commissioner Vincent reported that Public Works performed routine sewer flushing at Maplewood, West Homestead, West Beckert and James Dr and investigated a manhole at the bottom of Lonsdale Street.

Commissioner Vincent reported that Public Works responded to 33 One Calls, responded to 7 snow or ice events, filled potholes with cold patch and performed maintenance and upkeep on vehicles and equipment.

FINANCE CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the auditors are scheduled to come to the Township Office in March.

RECREATION CHAIR SHARON SWEENEY – Commissioner Sweeney reported that the Easter Egg Hunt will be on Saturday March 28th in the Reserve Ballroom at 11:00AM, and it should be a well-attended event.

PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR – Commissioner Neurohr stated that he participated in four Public Works candidate interviews with Manager Kowalski and Commissioner Vincent. Mr. Neurohr also communicated with the Manager regarding various matters occurring throughout the Township.

MANAGER'S REPORT – Manager Kowalski informed the Board that the North Hills COG Salt Negotiating Committee had a meeting on February 24th to discuss new items for the Salt Contract, and a draft is being prepared to go out for bid.

Manager Kowalski stated that she will attend a Municipal Managers Briefing hosted by Visit Pittsburgh on March 17th regarding the NFL Draft and its impact on the region.

Manager Kowalski reported that the Auditors are conducting the annual financial audit this week and that the process is going smoothly.

SOLICITOR'S REPORT – Ms. Mueller reported that she was asked earlier in the year to provide an opinion letter to the Auditors and has since provided it.

ENGINEER'S REPORT – Mr. Taylor reported that LSSE did submit a report for the month of February to the Township Manager.

GIRTYS RUN REPORT – Mr. Ken Kaib reported no update regarding Haser Place. He added that three tests will be conducted on the installed sanitary sewer lines: pressure, vacuum, and circumference.

COMMUNICATIONS AND RECOGNITIONS – Secretary Shores had nothing to report.

OLD BUSINESS – None

NEW BUSINESS –

- Motion to award contract No. 26-S1 for Sanitary Sewer Defect Repairs to the lowest responsible bidder based on the results of the bid opening on March 2, 2026. Engineer Gordan Taylor submitted a recommendation letter stating that the lowest responsible bidder was Jet Jack. LSSE recommended awarding contract No. 26-S1 to Jet Jack in the amount of \$260,550. Commissioner Stephens made the motion to award contract No. 26-S1 for Sanitary Sewer Defect Repairs to Jet Jack in the amount of \$260,550, with a second by Commissioner Kaib. All in favor. Motion carries unanimously.
- Motion to execute Operations and Maintenance Agreement for SWM BMP plan - Haser Place. Solicitor Mueller requested a motion to table, not ready for execution. Commissioner Kaib made the motion to table the Operations and Maintenance Agreement for SWM BMP plan – Haser Place, with a second by Commissioner Stephens. All in favor. Motions carries unanimously.

NEXT PUBLIC MEETING ANNOUNCEMENT – Mr. Vincent announced the next public meeting would be on Wednesday, April 1, 2026, at 7 P.M. and will include required MS4 Training.

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 7:31 P.M.

Respectfully submitted,

Mia Shores, Secretary