

**TOWNSHIP OF RESERVE MINUTES OF THE  
REGULAR MONTHLY MEETING  
MAY 6, 2026**

**CALL TO ORDER**

Commissioner Ron Neurohr called the meeting to order on May 6, 2026, at 7:00 PM.

**ROLL CALL**

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

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

**ALSO, PRESENT:** 9 visitors

**EXECUTIVE SESSION**

Commissioner Neurohr announced that the Board of Commissioners held an Executive Session this evening at 6:00pm for the purpose of discussing personnel matters.

**PUBLIC COMMENTS –**

Ken Vybiral – 2435 Arlington Street – Mr. Vybiral had a special presentation for Chief Morgan, which was his crossing guard stop sign that he used at the intersection of Ampere and Lonsdale Streets.

Luke Ward – 2100 Overhill Street – Mr. Ward asked if the Board would consider making a statement regarding the PRT Bus line Refresh, which proposes to eliminate the bus routes in Reserve Township and presented the Board with a written statement. Commissioner Neurohr stated that the Board would review his statement. Manager Kowalski stated that she and Mr. Ward tried to attend the last PRT meeting, but it was rescheduled at the last minute and there was no one there to speak to.

**APPROVAL OF CONSENT AGENDA**

Commissioner Neurohr requested a motion to approve the Consent Agenda. Commissioner Sweeney made the motion for the Consent Agenda, with a second by Commissioner Vincent. All in favor. Motion carries unanimously.

**RESOLUTIONS TO BE CONSIDERED FOR ADOPTION –**

- Resolution 809 – Requesting a Watershed Restoration Program Grant to rebuild the Villa Court Stormwater Management Facility. Commissioner Kaib made the motion to adopt Resolution 809 - Requesting a Watershed Restoration Program Grant to rebuild the Villa Court Stormwater Management Facility, with a second by Commissioner Stephens. 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 Stephens 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. Public Works continued flow testing of hydrants.

Commissioner Vincent reported that Public Works performed routine sewer flushing at Maplewood, West Homestead, West Beckert and James Dr. Public Works unclogged a manhole at 3681 Spring Garden Road and assisted Jet Jack with a sewer clog at 3850 Spring Garden Road.

Commissioner Vincent reported that 2 employees attended Flagger Training in Hampton on April 15<sup>th</sup>, 4 employees attended Hydrant Training in Aspinwall on April 21<sup>st</sup>, and 2 employees attended a class on Pavement Preservation Techniques in Swissvale on April 22<sup>nd</sup>.

Commissioner Vincent reported that Public Works responded to 22 One Calls, installed no parking signs and painted yellow lines at the corner of Ampere and Lonsdale Streets, attended Reserve Athletic Association's Opening Day on April 12<sup>th</sup> with the backhoe and dump truck, picked up and installed a new hydraulic hammer, and performed maintenance on lawncare equipment to prepare for grass cutting season.

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

**RECREATION CHAIR SHARON SWEENEY** – Commissioner Sweeney reported that she was unable to attend the Annual Clean Up Day event due to another commitment.

**PUBLIC RELATIONS/INTERGOVERNMENTAL AFFAIRS CHAIR RON NEUROHR** – Commissioner Neurohr stated that he attended the Coffee with the Manager meeting and there was a nice warm welcome for Senator Fontana.

Commissioner Neurohr stated that he did attend the Annual Clean Up Day event on Saturday May 2<sup>nd</sup>, and 24 people were in attendance.

**MANAGER'S REPORT** – Manager Kowalski reported that, of the 24 Clean Up Day participants, 8 were Township employees or elected officials and 10 were affiliated with the Fire Department, leaving 6 volunteers from the Community. She mentioned that the Board might want to reconsider having this event in the future due to the low volunteerism and the cost of the overtime and refreshments. Manager Kowalski informed the Board that in April she spoke to two Shaler Area High School Honors Government Classes about Local Government. Manager Kowalski stated that she also attended the Allegheny League of Municipalities Annual Conference with Commissioner Vincent and it was very resourceful and informative. Manager Kowalski reported that the next Coffee with the Manager will be on May 29<sup>th</sup> and the special guests will be Michael Brothers Recycling and Lissa Geiger Shulman who is our Allegheny County Council District 3 Member.

**SOLICITOR'S REPORT** – Ms. Mueller reported that under Old Business, motion to execute the Stormwater Operations and Maintenance Agreement for the Haser Place Development, the Township authorized by Ordinance a specific Stormwater O&M Agreement and that is what all developers have to sign because it was adopted by Ordinance. Ms. Mueller recommended that if the Board is inclined to authorize that agreement, that they authorize the version that has been ordained by the Township and not what the developer submitted.

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

Mr. Taylor gave the Annual MS4 Training for 2026. (Municipal Separate Storm Sewers)

**GIRTYS RUN REPORT** – No one was not present to report.

**COMMUNICATIONS AND RECOGNITIONS** – None

**OLD BUSINESS** –

- Motion to execute Operations and Maintenance Agreement for SWM BMP plan – Haser Place (tabled at April 1<sup>st</sup> meeting). Commissioner Stephens made the motion to execute the version of the Township's Operations and Maintenance Agreement that is provided in the Ordinance, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.

**NEW BUSINESS** –

- Action on potential police personnel discipline or potential separation from employment. Commissioner Neurohr read the following statement from the Board:

*"The Board of Commissioners of Reserve Township was made aware that a Reserve Township police officer has been charged with a serious misdemeanor in another Allegheny County jurisdiction. The Pennsylvania Confidence in Law Enforcement Act (Act 2 of 2004) mandates the immediate suspension of the officer until final disposition of the charges. In keeping with state law, that officer has been suspended from duty, effective immediately."*

Commissioner Stephens made a motion to table the action on potential police personnel discipline or potential separation from employment, with a second by Commissioner Kaib. All in favor. Motion to table carries unanimously.

- Discussion and potential vote on recommendation from the Civil Service Commission of an offer of employment for the position of Police Officer, subject to the successful completion of a background investigation. Solicitor Mueller stated that no action needed to be taken on this item.
- Review and discussion of the Regional Police Study-Etna Borough and Reserve Township, prepared by PA Department of Economic and Community Development. Manager Kowalski went through the timeline of events involving the Regional Police Study from the request for a feasibility study in early 2025 through the present time. The Board discussed the topic, and concerns were raised about the increased cost of a regional department, as estimated in the study. No action was taken.
- Motion on Change Order No. 1 for Contract 25-R02, Electric Hill Street Paving. (*Change Order increases contract amount by \$13,391.25 to add 125 tons of bituminous pavement restoration on the utility trench line at Edison and Ohm Streets.*) Commissioner Kaib made the motion to approve Change Order No. 1 for Contract 25-R02, Electric Hill Street Paving, with a second by Commissioner Vincent. All in favor. Motion carries unanimously.
- Motion on Change Order No. 1 for Contract 25-SW1, Electric Hill Storm Sewer Improvements. (*Change Order decreases contract amount by \$45,320.00 to remove pavement restoration*) Commissioner Kaib made the motion to approve Change Order No. 1 for Contract 25-SW1, Electric Hill Storm Sewer Improvements, with a second by Commissioner Vincent. All in favor. Motion carries unanimously.

- Motion on Payment Request No. 1 for Contract 25-SW1, Electric Hill Storm Sewer Improvements. (*Approving payment in the amount of \$47,857.50 to Pampena Landscaping*) Commissioner Sweeney made the motion to approve Payment Request No. 1 for Contract 25-SW1, Electric Hill Storm Sewer Improvements, with a second by Commissioner Stephens. All in favor. Motion carries unanimously.
- Discussion and possible vote on quote from Exeter Supply for an Easy Cam -SL200 Sewer Camera and Repair Kit in the amount of \$7,500.00. (*Note: 3 quotes were obtained. This is a demonstration model – full price is \$11,990. The next lowest quote was \$13,000.00. Budgeted line item is 08-429-600 Capital Construction-Sewer Fund*) Commissioner Kaib made the motion to accept the quote from Exeter Supply for an Easy Cam -SL200 Sewer Camera and Repair Kit in the amount of \$7,500.00, with a second by Commissioner Vincent. All in favor. Motion carries unanimously.
- Discussion and possible vote on quote from Admar Construction Equipment for a BS62 Jumping Jack in the amount of \$2,750.00. (*Note: 2 quotes were obtained. The next lowest quote was \$3,100.00. Budgeted line item is 06-448-250 Repairs & Maintenance-Water Fund*) Commissioner Stephens made the motion to accept the quote from Admar Construction Equipment for a BS62 Jumping Jack in the amount of \$2,750.00, with a second by Commissioner Sweeney. All in favor. Motion carries unanimously.

**NEXT PUBLIC MEETING ANNOUNCEMENT** – Mr. Neurohr announced the next public meeting would be on Wednesday, June 3, 2026, 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 Rob Stephens. All in favor.

The meeting was adjourned at 7:43 P.M.

Respectfully submitted,

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Mia Shores, Secretary