



**July 28, 2021 Meeting of the
AVNCOG Board of Directors**
To be held at 7:00 p.m. in the
Harmar Township Municipal Building

Please Note: Per our custom, there is NO August Meeting of the COG Board.

MEETING AGENDA

- I. CALL to ORDER / PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. PRESENTATION/GUEST: (None Scheduled)**
- IV. APPROVAL of the JUNE 2021 MINUTES**
- V. FINANCIAL REPORT and BILLS**
- VI. REPORT of the EXECUTIVE DIRECTOR**
- VII. COMMITTEE REPORTS**
- VIII. OLD BUSINESS**
 - A CDBG Yr. 47/FY 2021 Program Status. The CDBG Action Plan for 2021 was released April 15, 2021, and the announcement of individual CD 47 project funding grants were made on June 1, 2021**
 - 1. Participating Members are in the process of scheduling projects in the CD 47/FY 2021 Bid Cycles.**
 - B. ACT 152 Blight Removal Program. No announcement of funded projects have yet made; the demolitions projects manager has announced, however, that a no second application cycle for 2021 has yet been scheduled.**
 - C. Other Business, at the wish of the Board**
- IX. NEW BUSINESS**
 - A. Participant Assignments to the CD Yr.47/FY 2021 Bid Cycles Schedule are underway**
 - 1.) Environmental Reviews & Approvals secured for all CD 47/FY 2021 COG-wide Projects; COG-wide contract under preparation.**
 - B. CD Yr 48/FY 2022 Application Cycle will begins in August 2021**
 - 1.) It is expected that- as usual- Pre-Apps will be due in mid-September 2021, and Full Apps due in mid November 2021**
 - C. Other Business, at the wish of the Board**
- X. ADJOURNMENT**



ALLEGHENY VALLEY NORTH
COUNCIL OF GOVERNMENTS

MINUTES of the JUNE 23, 2021 MEETING of the BOARD of DIRECTORS

Meeting Held in the
Harmar Township Municipal Building

I. CALL TO ORDER

President Taliani called the meeting of the AVNCOG to order at 7:00 pm with the Pledge of Allegiance. **President Taliani** stated that it was nice to see everyone in person and thanked Harmar Township for opening up their Public Meeting Room for the AVNCOG to hold an in person meeting.

II. ROLL CALL

BOARD OF DIRECTORS:

Brackenridge Borough	Tim Connelly	Oakmont Borough	John Arnold
Cheswick Borough	-----	Springdale Borough	Shawn Fitzgerald
East Deer Township	Anthony Taliani	Springdale Township	Anthony Rizzano
Frazer Township	-----	Tarentum Borough	Carrie Fox
Harmar Township	Harry Lenhart	Verona Borough	Dave Matlin
Harrison Township	-----		

STAFF:	John G. Arch	Solicitor
	Thomas J. Benecki	Executive Director
	Susan D. Kephart	Administrative Assistant
	Gordon Taylor	Senate Engineering Co., Coordinating Engineer
GUEST:	Dino Lopreiato	Brackenridge Borough Alternate

III. PRESENTATIONS: None

IV. APPROVAL OF MINUTES

President Taliani reported that the May 2021 minutes had been forwarded to the Board for review and asked for the wish of the **Board**. **Mr. Connelly** moved to accept the minutes as written. Seconded by **Ms. Fox** and carried unanimously.

V. FINANCIAL REPORT AND BILLS

President Taliani asked for a motion to pay the regular bills for June, 2021 as listed. **Mr. Connelly** moved to pay all bills as presented. Seconded by **Ms. Fox** and carried unanimously.

June Bills:

UPARC (Rent 6-2021 paid 6-1-2021 ck#7601)	\$ 493.42
(Phone 4-2021 paid 6-1-2021 ch#7601)	86.84
MEIT (AD&D/Life/Dental 7-2021 paid 6-7-2021 ch#7602)	171.57
UPMC Health Plan (Benefits 7-2021 pd 6- -2021 ch#7603)	1,546.34
Senate Engineering Company (6-2021 Retainer)	275.00

June Bills (continued):

Staples (Office supplies, ink cartridges)	226.25
Doing Better Business (Copier maintenance/overage #1366616/1358532)	9.60
Thomas J. Benecki (Cell phone May & June, 2021)	70.00
Postmaster (4 rolls first class stamps pd. 6-22-2021 ch#7612)	220.00
Postmaster (P.O. Box fee)	119.00
Travel/Reimbursements (Admin. Assistant)	<u>100.96</u>
Total June Bills	\$ 3,318.99

VI. REPORT OF THE EXECUTIVE DIRECTOR

The following items of special interest were processed since last month's meeting:

1.) CDBG Program Year 47/FY 2021's Consolidated Plan Release. As was noted previously, twenty-two (22) full Applications were submitted to the Allegheny County Economic Development (ACED) by the COG in November 2020. The CDBG Program Yr. 47/FY 2021 Allegheny County Annual Plan was released to the COGs on April 15, 2021, listing an expected CD 47/FY 2021 CDBG allocation to Allegheny County of \$13,,878,721. ACED Annual Plan included only summary categorical funding allocations (e.g.: for Public Improvements (improvements to streets, sidewalks and stormwater infrastructure): \$934K; for Water & Sewer: \$1.81M; for Parks & Recreation: \$80K; for Safe Neighborhoods Demolition: \$432K; for COG Administration: \$373K; for Removal of Architectural Barriers: \$451K; for Business Development: \$700K; and, for the Allegheny Together program: \$750K) were released, and from which the individual municipal projects have been awarded in the past.

On June 1, 2021, ACED distributed individual funded projects award letters, and a summary sheet of the AVNCOG's individual, funded projects by municipality, which was distributed to the Board, your secretary/managers and your engineers of record with the COG. That summary sheet information has been adapted and incorporated into our usual Funded Projects Listing, which is organized into the applicable ACED funding program groups (Water & Sewer Projects, Safe Neighborhood Demolition Projects and the COG-wide Public Improvement Projects), and adds CDBG #s, Total Project Estimates, Project Engineer names, and assigned Bid Cycle. Some of this information will be refined or changed as time progresses; a copy is attached to this report.

Also, please find attached a copy of the tentative CDBG Yr 47/FY 2021 Bid Cycle Schedule. As usual, two primary cycles are defined, and opening dates in September and October are scheduled. As the release of the individual awards was nearly two months later than usual, these dates may be delayed, and the addition of third cycle is possible, if required, as your engineers will have a substantially reduced period to complete final designs, schedule their projects for bid, and compile the actual bid documents. A new federal Procurement Packet governing the bid process for CDBG projects was just released a bit earlier this month; one interesting change appears to be for the allowance of electronic or online bid advertising, though no detail as to approved online advertising sites is currently available.

2.) PA Act 152 of 2016 Authorizes Allegheny County's Blight Removal Program's Initial Application Round Closed on April 30, 2021. In addition to demolition, the program will also be funding Blight Removal/Feasibility Studies and Asbestos Surveys. The program imposes a \$15K

minimum grant, and \$250K maximum grant, with a prevailing state wage requirement for all grants above \$25K. Additionally, a provision for "Emergency Demolitions" is contained in the program. As was detailed last month, five (5) conventional demolition applications were submitted through the Allegheny Valley North COG:

2021 Application Submissions for the Allegheny County Blight Removal Program

<u>Member</u>	<u>Project Name</u>	<u>Grant Req.</u>	<u>Project Total</u>
Brackenridge	ACT 152 Demolitions	\$ 174,000	\$ 200,300
Cheswick	Beech St, Hill Ave. & Linden St. Demolitions	\$ 49,500	\$ 49,500
Frazer	Demolition Project	\$ 23,000	\$ 25,000
Harrison	2021 Act 153 Blight Removal Demolitions	\$ 250,000	\$ 250,000
Verona	North Ave. Union St. & 4 th St. Demolitions	\$ 40,250	\$ 42,250

You will note that one of the Act 152 applications above is identical to the one SND funded under CDBG Yr. 47/FY 2021, so will probably not be considered under the Act 152 Blight Removal Program. A specific time-line for making funding awards has not been announced, but ACED announced earlier this month that three new municipal division project managers were just hired, with one to be assigned to assist Mr. Scullion with the Act 152 Blight Removal program, so hopefully, we will have awards to report at next month's meeting..

3.) The SHACOG Purchasing Alliance Rock Salt Estimated Requirements Survey for the Second Option Year of the Current Rock Salt Contract is Due Tomorrow, June 24, 2021. On June 2, 2021, Lou Gorski of the SHACOG Purchasing Alliance sent out an e-mail to everyone that confirmed that Cargill, Inc. had agreed to the exercise of the second option year for the current rock salt agreement, thereby extending the term of the contract for rock salt by one year, for the period July 1, 2021 to June 30, 2022 Your municipality now has the opportunity to review its annual rock salt usage and adjust, if necessary, its estimated tonnage requirements for this upcoming winter season.

The terms of the contract allow the estimated requirements to be updated no later than the commencement of the new contract year. Accordingly, an assessment of those needs is to be made at this time and reported to the SHACOG office by completing the Estimated Requirements survey for the 2021-2022 winter season. **This Estimated Requirements survey is accessed through the SHACOG website at www.shacog.com.** If you need assistance in accessing or completing the survey, please call Sue Dawson (412-429-1130) at the SHACOG office. In addition, please be reminded that minimum/maximum purchasing percentages will be based on the estimate you provide in this survey.

Mr. Gorski had set the deadline for recording your estimated requirements for rock salt as TOMORROW, Thursday, June 24, 2021. Please note that even if there is no change in your needs, you must still complete and submit your information. Failure to respond will result in no (i.e., zero) tonnage being listed for your municipality for the upcoming winter season. This would effectively preclude purchases and price guarantees. To avoid this result, you must list at least one truckload (25 tons) for your annual estimate.

VII. COMMITTEE REPORTS None presented.

VIII. OLD BUSINESS

A. CDBG Year 46/FY 2020 Project Status Mr. Benecki gave a brief report on the status of the CDBG Year 46 projects.

B. CDBG Yr. 47/FY 2021 Program Status

1.) The Action Plan for 2021 was released April 15, 2021, and the announcement of individual CD 47 project funding grants were announced on June 1, 2021.

a.) AVNCOG CDBG 47/FY 2021 Funded Projects Listing by Program
(see attached)

C. Other Business, at wish of the Board President Taliani ask Mr. Benecki if Act 152 is having a second round of funding. Mr. Benecki responded that ACED has not dermined if a second 2021 cycle will be scheduled at this time.

IX. NEW BUSINESS

A. Approval of the CD Year 47/FY 2021 Bid Cycles Schedule

1.) **Bid schedule for Summer/Fall 2021** (see attached)

a.) Mr. Benecki reported that the new Allegheny County Economic Development's (ACED) Federal Procurement Packet, just released this month, allows for an online bid advertising option, but no specific sites have been approved by ACED. President Taliani reported that he and the state municipal associations have been lobbying for years to try and get municipalities to be able to advertise on line, as the cost of advertising is significant, and continues to grow for municipalities in the state, and Mr. Taliani further noted that a no-cost, state administered advertising site would be a preferrable option Discussion ensued.

B. SHACOG Purchasing Alliance Rock Salt Bid's Second Option year was accepted by Cargill, Inc. for the Winter 2021-22 Season.

1.) **Updated online Rock Salt Estimated quantities requirements survey due June 24, 2021.** See Executive Directors report.

X. ADJOURNMENT

Ms. Fox moved to adjourn the meeting at 7:39. Seconded by **Mr. Connelly** and carried unanimously.

AVNCOG
REGULAR BILLS
JULY, 2021

UPARC (Rent 7-2021 paid 6-25-2021 ck#7613)	\$ 493.42
(Phone 5-2021 paid 6-25-2021 ch#7613)	87.20
MEIT (AD&D/Life/Dental 8-2021 paid 7-7-2021 ch#7614)	171.57
UPMC Health Plan (Benefits 8-2021 pd 7-7-2021 ch#7615)	1,546.34
Senate Engineering Company (7-2021 Retainer)	275.00
Doing Better Business (Copier maintenance/overage #1374979)	7.48
Simpson Tire Service Inc. (Four tires for Jnt Paving Program's Skid Loader)	<u>1,173.36</u>
Total - July Bills	\$ 3,754.37

CD BILLS:

Authorization for Executive Director to process CD invoices/billings as approved by the municipal engineer(s) and or municipalities.

ALLEGHENY VALLEY NORTH COUNCIL OF GOVERNMENTS
OPERATING STATEMENT
 MONTH OF: June 30, 2021

<u>INCOME</u>	<u>CURRENT</u>	<u>YTD</u>
ANNUAL DUES		\$90,958.00
CD YEAR 44 *	31,867.00	31,867.00
CD YEAR 45**	19,600.00	19,600.00
CD YEAR 46***	43,792.90	134,854.55
CITF FUNDS****	1,847.20	1,847.20
GEDF FUNDS		
LOCAL MATCHES (municipal)		19,940.26
PROJECT MANAGEMENT	7,500.00	73,073.00
PROJECT ADMIN. FEES		
REIMBURSEMENTS/REFUND		1,454.94
ANNUAL DINNER DONATIONS		
ANNUAL DINNER RESERVATIONS		
OTHER INCOME		
TOTAL INCOME	\$104,607.10	\$373,594.95

* 44-3.12.21 Cheswick Borough Storm Sewer/Highland Avenue-\$31,867.00

** 45-3.11.3 Springdale Township demolition - \$19,600.00

***46-3.12.1 East Deer Township Parsonage St. Waterline - \$15,774.90

46-7.1 Brackenridge Borough ADA Ramps - \$28,018.00

****19-CITF-071 Harrison Township Walking/Biking Corridor - \$1,847.20

<u>EXPENDITURES</u>	<u>CURRENT</u>	<u>YTD</u>
SALARIES	\$6,407.92	\$41,651.50
PAYROLL TAXES	616.40	4,006.60
BENEFITS	1,717.91	10,307.46
WORKERS' COMP.		
IRA		

<u>EXPENDITURES (Continued):</u>	<u>CURRENT</u>	<u>YTD</u>
BANK FEES	91.76	449.95
ADVERTISING		799.80
OFFICE SUPPLIES	226.25	338.04
OFFICE COPIER/MAINTENANCE	9.61	42.96
OFFICE EQUIPMENT		
POSTAGE	220.00	220.00
OFFICE RENT/UTILITIES	493.42	2,960.52
TELEPHONE	86.84	531.35
CELL PHONE	70.00	210.00
ON-LINE SERVICES		100.00
TRAVEL/REIMBURSEMENTS	100.96	585.35
ENGINEERING FEES	275.00	1,650.00
LEGAL FEE		
CD CONTRACTORS/LOCAL	97,107.10	208,109.01
AUDITING		
INSURANCE/BONDING		3,074.00
P.O. BOX FEE	119.00	119.00
MEMBERSHIP DUES		
UNEMPLOYMENT		591.22
SPRING/FALL COMMODITIES		1,207.20
ANNUAL DINNER		
OTHER EXPENDITURES		50.00
TOTAL EXPENDITURES	\$ 98,708.18	\$ 268,169.97

ALLEGHENY VALLEY NORTH COUNCIL OF GOVERNMENTS

BALANCE SHEET

MONTH OF: JUNE 30, 2021

ASSETS

GENERAL FUND ACCOUNT	\$108,535.08
COMMUNITY DEVELOPMENT ACCOUNT	957.89
PAYROLL ACCOUNT	9,295.98
EQUIPMENT ACCOUNT	<u>5,633.98</u>
TOTAL ASSETS	\$124,422.93

LIABILITIES AND FUND BALANCE

LIABILITIES

BILLS PAYABLE	- 0 -
<u>FUND BALANCE</u>	
CASH	<u>\$124,422.93</u>
	\$124,422.93