



**Borough of Ben Avon Heights**  
**Tuesday, August 12<sup>th</sup>, 2025 - Council Meeting Minutes**

A quorum is in attendance

**Present:**

Council Members: Brown, Dawley, Lope, Morris, Neunder (arrived at 7:02 pm)

Fire: Chief Mayer

Police: Chief Hanny

Mayor: Dismukes

Solicitor: Hosa

Secretary: DiNuzzo

Residents:

**Call to Order:** Mr. Stiller started the meeting at 7pm

1. **Approval of July 2025 meeting minutes:** *A motion was made by Mr. Dawley to approve the July 2025 meeting minutes. Mr. Lope seconds the motion.* Mr. Lope mentioned a slight error in the greenspace 7A, it should be month not moth. *Motion passed with edits.*
2. **Approval of July 2025 financials:** *A motion was made by Mr. Lope to approve the July 2025 financials. Mr. Dawley seconds the motion.* Mr. Brown noted the Borough is doing well in all accounts; he did just want to point out a few areas to highlight; the general fund as of July 2025 had \$237,000 collected from the real estate taxes. He continued on to the budget v performance, on the income side he noted the Borough is just a little behind the projected earned income tax collected of \$306,000. He added that on the expense side he noticed line 403 the tax collection and bond fees seem relatively high and will look into this. In addition, the PA 1 calls for the month of July were also extremely high, he thinks this was just coded incorrectly, but will look into this with the accountant. In addition, the Borough engineer is very high. Mr. Lope pointed out line 410.05 \$1825.79 should be in the lawn maintenance line. *Motion passed.*
  - a. **Approval of payment of bills ending in July:** *A motion was made by Mr. Lope to approve the payment of bills ending in July. Mr. Dawley seconds the motion. Motion passed.*
3. **Emergency Management:**
  - a. Fire: Chief Mayer reported for the month of July there was 1 call in Ben Avon Heights at Shannopin Country Club, the same sensor that was an issue the previous month. The Sportsman bash is scheduled for October.
  - b. Police: Report below.
4. **Public Comment:** *There was no public present at this meeting.*
5. **Infrastructure and Operations:**
  - a. Engineers report: (Memo below):
    - i. Emergency sink hole work on Clovelly at Banbury Lane, vote: *A motion was made by Mr. Brown to approve the emergency sink hole work to not exceed \$20,000. Mr. Dawley seconds the motion. Motion passed.*
  - b. Phase I sewer project: This project is complete. Mr. Brown questioned when we would receive an update regarding the emergency sewer work that took place on Banbury when Duquesne Light hit the newly lined sewer line. Mr. Heyl noted these things can take time. Mr. Morris suggested that if this process doesn't move forward soon, he can reach out.
  - c. Phase II sewer project: Mr. Heyl noted that the preconstruction meeting will take place at the end of this week for this project. Mr. Dismukes requested a refresher of what this project would include. Mr. Heyl noted this will

complete the manhole linings along Clovelly, Banbury, a spot repair on Clovelly and some man hole raises along Perrysville.

- d. Canterbury Road sidewalk grant award update: Mr. Heyl provided a copy of the sidewalk project to Council to review. Discussion took place over temporary easements and permanent easements. Mr. Hosa will work on this. Mr. Heyl added he does not want to go out to bid on this project until these easements are in place. Mr. Brown added that Mr. Logan would like the Borough to review the area in front of his house that keeps sinking into the road.
- e. Courtney Mill Update: It was noted that Avalon was able to fill the large holes on Courtney Mill Road while this project waits to kickoff. Killbuck plans to have this project complete by the end of fall. It was also added that Avalon completed the sidewalk painting for the 2026 school year.
- f. Electric Speed Sign update: It was noted that Avalon has been working with the speed sign company to trouble shoot the issues. Currently, signs were requested to be put back up for the company to review the data. Signs may need to be returned due to faulty mechanisms. Avalon will continue to work with the company while updating the Borough.

#### **6. Green Spaces:**

- a. Park Maintenance update: Routine maintenance continues at the park. They will have A&N lawn trim back the hedges for the park picnic. They also mentioned that they had a resident point out the mulch was in poor condition. Greenspace will go out and get some quotes to present to Council in September. They would also like to replace this before the park picnic.
- b. Beautification Plan update: Greenspace reminded Council that the beautification plan update meeting is scheduled for September 11<sup>th</sup> from 7-9pm at Avalon Fire Hall. They also presented some of their ideas that will be presented at this meeting and asked for some feedback from the Council. Council felt the visuals were helpful with the bubbles and some Council did suggest not moving the baseball diamond as they were a little concerned about fly balls or long drives towards houses.

#### **7. Building, Zoning and Code Enforcement:**

- a. Zoning Ordinance update: Mr. Brown noted the next working session is August 26<sup>th</sup> 2025 from 7-9pm. The zoning hearing board and the planning commission have returned their edits of the drafted zoning ordinance. The zoning officer has yet to return their edits. The Borough is still waiting to hear from Allegheny County on their edits, they have until the 18<sup>th</sup> of August.
- b. Zoning applications, Building permits, Code enforcement:
  - i. Code enforcement:
    - 1. 7 Penhurst: Harshman sent the home owners of 7 Penhurst a letter, reminding them to stay in compliance with ordinance 300. Home owners are now in compliance.
    - 2. 24 Banbury Lane: Tom Price met with the owners after receiving the code violation. After reviewing the property with the home owners, the *au pair* is living with them as part of their family. This would be compliant with our current zoning ordinance. Additionally, the detached garage along with its living space and bathroom existed prior to 2007 when the zoning officer was appointed and began tracking these projects with a log. This structure does not violate the current zoning ordinance.
  - ii. Building permits: For the month of July there were no building permits submitted.
  - iii. Zoning Applications: For the month of July there were no applications submitted.
- c. Joint Comprehensive Plan Update: Mr. Morris noted that there are no updates, they are still waiting for the grant funds.

#### **8. Administration:**

- a. Liquid Fuels Audit: Mr. Brown noted that the report stated we are in good standings.
- b. Parking permit requests: There were no parking permit requests for the month of July.
- c. QVCOG:
  - i. Letter to support for PA Senate bill #194: Mr. Brown noted that currently, we must advertise in a newspaper that prints and people subscribe to receive. This letter would support using electronic communications for advertisements. Mr. Morris noted that he feels this is great, but worries about the older community members who may not be internet savvy. He suggests posting something at the park if this passes.

#### **9. Meeting ended at: 8:27pm**

**CALL SERVICE REPORT GROUPED BY DESCRIPTION  
INCIDENTS REPORTED BETWEEN 07/01/2025 AND 07/31/2025  
BEN AVON HEIGHTS**

DESCRIPTION	JULY CALLS	YTD CALLS
911 Hang-up	0	2
Accident/Reportable	0	1
Animal Complaint	0	2
Burglar Alarm-Residence	1	2
Disabled Vehicle	0	1
DPW Request	0	20
EMS Call	4	7
Fire Alarm-Business	0	2
Fire Alarm-Natural Gas	0	1
Fire Alarm-Residence	0	1
Juvenile Disturbance	0	2
Loitering/Prowling (At Night)	0	1
Parking Ticket	0	1
Police Detail - Crossing Guard	0	7
Police Detail - Directed Patrol	60	376
Police Info	1	1
Road Closed/Open	0	2
Road Hazard	1	4
Service of Official Documents	0	1
Solicitor Complaint	0	2
Suspicious Incident	2	2
Suspicious Persons	0	1
Suspicious Vehicle	0	1
Traffic Citations	3	24
Traffic Complaint	0	1
Traffic Post	0	1
Tree Down	0	2
Trespassing of Real Property	1	1
Utility Complaint	0	1
Vehicle Lockout	0	2
Warnings - Traffic	18	46
Welfare Check	0	2
Wires Down	0	1
	91	521



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## ***MEMO***

**TO:** Ben Avon Heights Borough

**DATE:** August 5, 2025

**FROM:** Kevin A. Brett, P.E.  
John R. Heyl, P.E., CPESC

**S. O. NO.:** 452-001

**cc:**

**SUBJECT:** August 12, 2025 Meeting  
Engineering Report

Following is a summary of the engineering services provided since the last Engineering Report:

1. **Phase II Consent Order and Agreement (COA)**

*Task for the remainder of the Order includes continued O&M and reporting of SSOs.*

2. **Sanitary Sewer Operations and Maintenance (O&M)**

**Phase II-V O&M Repairs – Contract No. 25-S1:**

- *PA Small Water and Sewer Grant awarded in the amount of \$257,053.00; and*
- *On May 15, 2025, the Commonwealth Financing Authority approved utilization of the PA Small Water and Sewer Grant funds for an expanded scope of work including repairs in the Year 4 (2023) and Year 5 (2024) O&M areas. The bid was awarded to Jet Jack, Inc. in the amount of \$218,390.00. **Pre-construction meeting tentatively scheduled for the second week in August.***

3. **MS4 Permit**

*MS4 Waiver was approved through 2028. LSSE issued a summary memo on the Draft 2026 General Permit Updates on March 12, 2025.*

4. **Canterbury Road Sidewalk and Curb Improvements**

*LSA Grant awarded in the amount of \$181,100.00, effective from October 22, 2024, to June 30, 2027. LSSE to provide a service order for engineering services. Surveys have been completed. LSSE to review draft plans with Borough at Council meeting.*

5. **Park Maintenance and Beautification Plan**

- *Community Engagement meeting held on April 22, 2025.*
- *Presentation of results/discussion with Greens Committee in Teams meeting on 5/5/2025.*
- *Revision of Community Engagement summary document for Council to post on their website.*
- *Preparation of Functional Diagrams and presentation/discussion with Greens Committee on 5/21/2025.*
  - *Awaiting feedback from Greens Committee and timeline review before preparation of preliminary Conceptual layouts of park improvements.*
  - *Functional Diagram revisions per direction of Greens Committee in meeting on 6/25/2025*
  - *Further revisions per direction of Greens Committee in meeting on 7/23/2025*
- **Set time for Community Engagement Meeting No. 2 with the Greens Committee (to be held September 11, 2025, at 7:00 PM; not an official Council meeting).**
  - **Preparing draft meeting handout/agenda for Greens Committee to review with full Council at the August 12, 2025, meeting.**

## 6. Miscellaneous

- **Clovelly Sink Hole:** At the request of the Borough, LSSE reviewed a potential sink hole at the intersection of Clovelly and Banbury. Upon observation of the area, it was determined that an aging, existing storm sewer below the roadway collapsed. N&N Landscaping has provided a quote to complete the repair in the estimated amount of \$15,000.00. This will include bringing bituminous binder to the surface. The Borough will need to include milling and installation of a final wearing course within the intersection as part of the 2026 budget.

### Grants Due Next Quarter:

#### GEDTF:

Opens August 4, 2025 / Due August 22, 2025—no project selected by Borough for submittal

- Projects with total cost over \$150,000.00;
- Max Grant Award - \$500,000.00;
- No Match Required; and
- Projects in economic development, infrastructure, job training, community improvement, public safety, and public interest.

#### CFA – Multimodal:

Opens March 1, 2025 / Due July 31, 2025—No project selected by Borough for Submittal

- Projects with total cost over \$100,000.00;
- Max Grant Award - \$3 Million;
- 30% Match; and
- Development, rehabilitation and enhancement of transportation assets to existing communities, streetscape, lighting, sidewalk enhancement, pedestrian safety, connectivity of transportation assets and transit-oriented development.

#### CFA – Local Share Account - Statewide:

Opens September 1, 2025 Due November 30, 2025

- Projects with total project cost over \$25,000.00;
- Max Grant Award - \$1 Million;
- 0% Match; and
- Projects in public interest. Projects that improve the quality of life of citizens in the community. Very broad range of eligible projects.

### Grant Award Summary:

Project	Grant Source	Grant Award	Match	Status
Canterbury Road Pedestrian Improvements	2023 – CFA LSA	\$181,100.00	\$0.00	Design ongoing
Sanitary Sewer Improvements Project	2023 – CFA Small Water and Sewer	\$257,053.00	15%	Bid awarded
2022 Sanitary Sewer Lining Repairs	2022 – CFA LSA	\$149,905.00	\$0.00	All work is complete

**Billing Summary:**

Billing summary for the month of July:

Project	Invoice Number	Invoice Date	Due Date	Project Amount	Invoice Amount
Meetings as Requested -Meetings as requested	202508234	7/17/2025	8/16/2025	\$402.70	\$402.70
Miscellaneous Services-2025 Miscellaneous Services	202508235	7/17/2025	8/16/2025	\$172.00	\$172.00
Phase 2 COA	202508236	7/17/2025	8/16/2025	\$208.00	\$208.00
2024 Sanitary Sewer O&M Repairs Project	202508237	7/17/2025	8/16/2025	\$879.50	\$879.50
COA Services	202508238	7/17/2025	8/16/2025	\$120.00	\$120.00
Park Maintenance and Beautification Plan	202508239	7/17/2025	8/16/2025	\$1,320.86	\$1,320.86
Canterbury Road Sidewalk Improvements	202508240	7/17/2025	8/16/2025	\$2,867.27	\$2,867.27
				<b>Grant Total:</b>	<b>\$5,970.33</b>