



Borough of Ben Avon Heights
Tuesday, December 9th, 2025 - Council Meeting Minutes

A quorum is in attendance

Present:

Council Members: Berardi, Dawley, Lope, Morris, Neunder, Stiller

Fire: Chief Meyer

Police: Chief Hanny

Mayor: Dismukes

Solicitor: Puchalski

Secretary: DiNuzzo

Residents: Joe Dawley 19 Canterbury Road

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

- 1. Approval of November 2025 meeting minutes:** *A motion was made by Mr. Lope to approve the November 2025 meeting minutes. Mr. Morris seconds the motion.* Mrs. Berardi had a few suggestions for the meeting minutes. She would like a sentence in the 2026 budget discussion section to be reworded to "Mr. Dismukes raised concerns over the future funds of RAD money received by the Borough if the Borough does not use the funds or monies." She continued to another sentence she would like worded "Greenspace reminded Council some of the residents would like to keep the court locked; therefore, any work performed on the tennis court must be self-funded." She also wanted to add to a sentence in the Greenspace section, line 2 under the beautification plan: "They noted they added age-appropriate play structures, minimized the chain linked fence, and added more greenery and reduced asphalt." *Motion passed with changes.*
- 2. Approval of November 2025 financials:** *A motion was made by Mr. Lope. Mrs. Neunder seconds the motion.* Mr. Stiller had a few areas he wanted to point out; he noted the earned income was still a bit behind what Council projected the Borough to collect for 2025, but real estate tax collections were on track. He also pointed out on the expense side Council did an excellent job in 2025 keeping close to the projected budget numbers. Mr. Lope had a few areas he would like the accountant to fix regarding invoice entries. He noted that the A&N invoice was entered into line 410.06; he has an email drafted up with the three lines the invoice should go against. The invoice combined services into one invoice, the accountant most likely overlooked. *Motion passed.*
 - a. Approval of payment of bills ending in November:** *A motion was made by Mr. Dawley to approve the payment of bills ending in November. Mrs. Neunder seconds the motion. Motion passed.*
- 3. Emergency Management:**
 - a. **Fire:** Chief Meyer noted there were no fire reports for the month of November in Ben Avon Heights. He added they will have Santa at the fire hall December 13th at 4pm for pictures. All are welcome.
 - i. **Santa in the Park Christmas Eve:** The long-standing tradition of Santa in the Ben Avon Heights park at 5pm on Christmas Eve will continue.
 - b. **Police:** *Report below.* Chief Hanny added they are having a car seat and car seat check Thursday December 11th from 1-3pm at the Ohio Township office. He offered no update that he could share on the fire that occurred in November off Perrysville avenue in neighboring Ben Avon borough.
- 4. Public Comment:** Joe Dawley at 19 Canterbury Road wanted to thank everyone he worked with over the years as a Council member; this is his last Council meeting. Mr. Dismukes and Mr. Stiller both thanked him for his years of service. Mr. Dawley also added he would be happy to continue the working efforts with the drafted zoning ordinance if Council wishes.
- 5. Infrastructure and Operations:**

- a. Engineers report: (Memo below):
- b. Phase II sewer project: Start to date for this project is March 2nd, 2026.
- c. Canterbury Road update: LSSE noted there was a slight change order to this project as they believe the lingering sewer smell on Canterbury Road was due to a manhole cover that had become loose. For now, they have put the cover back on, but it will need to be anchored in permanently. A question was raised as to why there is a sewer smell now, but not years ago. Mr. Stiller noted that the sewers are now clean and lined airtight, so the gas now has no space to escape.
- d. Resident request for a house side shield on street light: Mr. Stiller informed Council there was a resident who reached out to Duquesne Light regarding the LED street light shining into their house. They suggested a house side shield and the resident agreed to pay the fee of \$250.00, Duquesne Light just needs an approval order from the Borough to proceed. *A motion was made by Mr. Dawley to approve the notice to proceed order for a house side shield installed by Duquesne Light contingent on the Borough is reimbursed \$250.00. Mr. Morris seconds the motion.* Mrs. Pulchaski suggested the Borough create a reimbursement agreement with the homeowner to ensure the home owner pays the fee as they stated they would. Mr. Stiller believes the resident will be billed directly, Duquesne Light is just requesting a notice to proceed. *Motion passed.*

6. Real Estate Tax Resolution (2025-04): *A motion was made by Mr. Lope to approve the Real Estate Tax Resolution. Mrs. Berardi seconds the motion. Motion passed. Millage in 2025 will remain the same at 7.95*

7. 2026 Budget Resolution (2025-05): *A motion was made by Mr. Dawley to approve the 2026 Budget Resolution. Mrs. Neunder seconds the motion. Motion passed.*

8. Green Spaces:

- a. Greenspace bank account: Mr. Stiller noted that Council discussed having a separate Greenspace bank account, which he thought was a great idea. *A motion was made by Mrs. Berardi to establish a Greenspace account. Mr. Morris seconds the motion. Motion passed.*
 - i. Transfer of funds: Mr. Stiller added, from an earlier conversation, Mr. Brown and Stiller agreed a good starting point for the Greenspace account was \$75,000.00. *A motion was made by Mrs. Berardi to transfer \$75,000.00 of RAD money to the newly established Greenspace account. Mrs. Neunder seconds the motion. Motion passed.*
- b. Park Maintenance update: Mrs. Neunder thanked Jessica DiNuzzo for purchasing the Christmas tree for the park this year. She also thanked her for putting the tree up with the help of Lee Hebert and the continued tradition of the Dickson's decorating the tree. She added that the snow the Borough received last week put a halt on A&N picking up the final leaf pickup but they were hopeful to complete this task this week with the warmer temperatures. She added that A&N agreed to get both sides of Cambridge as these leaves pile up and clog our stormwater drains; this way the Borough can try and stay ahead of this ongoing issue while they plan ahead for the spring.
- c. Beautification Plan: Mrs. Berardi noted that the final public meeting is scheduled for January 21st 2026 with LSSE in phase I of their plan. Sketches of the proposed project will be shared with the public for feedback.

9. Services/Contracts:

- a. Waste/Recycling provider changeover January 2026: Mr. Stiller noted County Hauling was awarded the 3-year bid which begins in January. They were highly recommended by other municipalities and all services will continue to be provided including unlimited trash (more than one container or bin), bi-weekly recycling, and backyard pickup. He added that was the case with the last transition between providers, there may be some hiccups in the beginning as they learn the ins and outs of the Borough. A letter from County Hauling will be sent out to the community shortly.

10. Building, Zoning and Code Enforcement:

- a. Zoning Ordinance update: Mr. Stiller noted the next steps are to move forward with the latest draft that includes edits from Tucker Arnesberg and publish this draft as well as the county responses onto the Borough website allowing the public ample time to review accompanied with a resident email. The February working session will be the next touchpoint for residents to ask questions and provide feedback.
- b. Zoning applications, Building permits, Code enforcement:
 - i. Code enforcement: There were no violations submitted for the month of November. The zoning officer has not had an update from the owner at 6 Stratford Road regarding the shed issue. The Solicitor suggested authorizing Harshman to issue a notice of violation, and the homeowner could have the right to appeal to the zoning hearing board. Mrs. Puchalski can attend the zoning hearing board hearing as well. Mr. Stiller also clarified the Borough is simply requesting a property survey to confirm there is no setback violation

and they have yet to comply. Mrs. Puchalski raised the question if the Borough would be open to allow the homeowner to apply for a variance. Council is open to options. Mr. Dawley questioned if there was a statute of limitations; more will be discussed at next month's meeting.

1. DLC Light issue on Banbury: There is a street light on the corner of Banbury near the Davis's house that Duquesne light will not fix until the shrubbery is cut back by 6 feet. Mr. Dismukes will reach out to the two residents to discuss this issue.
- ii. Building permits: None for the month of November.
- iii. Zoning Applications: None for the month of November.
- c. Joint Comprehensive Plan Update: Mr. Morris updated Council that the JPC committee received \$60,000 in grant funds and they will begin meeting early in 2026.

11. Administration:

- a. Election Results and Open Borough Positions: Mr. Stiller requested from the county the write-in information. Jill Berardi, Clayton Morris and Richard "Evan" Hudson were the three winners. There is still one vacant Council seat that would be open for a two-year appointment. The Borough will send out an email later this week inviting members of the community who have interest to reach out.
- b. Parking permit requests: None for the month of November:
- c. 2025 Annual Report: Mr. Stiller noted that created a working document for the 2025 report and began to make updates. The subcommittees will begin to draft their sections in the beginning of 2026.
- d. 2025 Holiday Luncheon: The Borough will hold their annual luncheon December 19th at Shannopin Country Club. Invites were sent out early November.
- e. 2026 Meeting sessions: The regular meeting sessions will meet the second Tuesday of each month at 7pm: January 13th, February 10th, March 10th, April 14th, May 12th, June 9th, July 14th, August 11th, September 8th, October 13th, November 10th and December 8th. Mr. Stiller added that the Council working sessions will continue to meet every 4th Tuesday of each month as needed from 7-9pm. They will not meet in the month of December. These will be published for the public.

12. Executive Session: personnel: Started at 7:58pm

13. Regular meeting session: began at 8:03pm

14. Meeting ended at: 8:05pm

Jessica DiNuzzo, Secretary

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 11/01/2025 AND 11/30/2025
BEN AVON HEIGHTS**

DESCRIPTION	NOV CALLS	YTD CALLS
911 Hang-up	0	2
Accident/Reportable	0	1
Animal Complaint	0	2
Burglar Alarm-Residence	0	3
Disabled Vehicle	0	2
DPW Request	1	21
EMS Call	2	10
Fire Alarm-Business	0	2
Fire Alarm-Natural Gas	1	2
Fire Alarm-Residence	0	1
Juvenile Disturbance	0	2
Loitering/Prowling (At Night)	0	1
Parking Complaint	0	2
Parking Ticket	1	2
Police Detail - Crossing Guard	0	7
Police Detail - Directed Patrol	55	555
Police Info	0	1
Road Closed/Open	0	2
Road Hazard	0	4
Service of Official Documents	0	1
Solicitor Complaint	0	2
Suspicious Incident	0	2
Suspicious Persons	0	1
Suspicious Vehicle	0	3
Theft	0	1
Traffic Citations	0	24
Traffic Complaint	0	1
Traffic Post	0	1
Tree Down	0	2
Trespassing of Real Property	0	1
Utility Complaint	0	1
Vehicle Lockout	0	2
Warnings - Traffic	0	57
Welfare Check	0	2
Wires Down	0	1
	60	724



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MEMO

TO: Ben Avon Heights Borough **DATE:** December 5, 2025

FROM: Kevin A. Brett, P.E.
John R. Heyl, P.E., CPESC **S. O. NO.:** 452-001

SUBJECT: **December 2025 Meeting
Engineering Report**

cc:

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 was held on August 13, 2025. LSSE sent meeting minutes and Notice to Proceed to Contractor and Borough on August 22, 2025. Fully-executed Contract Documents were sent to Contractor on August 14, 2025. This work includes O&M repairs for Phases 3 through 5. The additional funding from the grant is in reserve for a couple dig repairs that may be required to complete the O&M repairs. **Jet Jack, Inc. has completed a portion of the proposed lining repairs. LSSE to draft change order adding the resetting of one sanitary sewer manhole frame and cover on Canterbury Road to the project scope of work once a quote is provided by Jet Jack, Inc. This is to address the report of sewage odor in the area.***

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 sent Borough bid documents on September 19, 2025. LSSE sent Borough bid report on October 2, 2025. LSSE sent award letter to Borough on October 15, 2025. LSSE sent Contract Documents to Borough on October 29, 2025. LSSE sent Borough preconstruction meeting minutes on December 2, 2025. Borough obtained additional MTF grant in the amount of \$250,000. Contractor to provide proposal for milling and resurfacing road and additional curb replacement for consideration of change order.

5. **Park Maintenance and Beautification Plan**

- *Community Engagement meeting held on April 22, 2025.*
- *Functional Diagrams and presentation/discussion with Greens Committee finalized 7/23/2025.*
- *Community Engagement Meeting No. 2 with the Greens Committee held September 11, 2025.*
- *LSSE met with the Greens Committee on October 6, 2025, to review the results of Community Engagement Meeting No. 2 and created an outline of the next steps. The Conceptual Plan has been provided to the Borough for review. LSSE is working on rendering and preliminary opinion of probable cost. The last community engagement is tentatively scheduled for January 21, 2026.*

6. **Miscellaneous**

- **None.**

Grants Due Next Quarter:

None.

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 November:

Project	Invoice Number	Invoice Date	Project Total (Since July)	Invoice Amount
Meetings as Requested	202512670	11/12/2025	\$2,458.09	\$728.25
Miscellaneous Services-2025 Miscellaneous Services	202512671	11/12/2025	\$4,452.06	\$1,005.32
Engineering Services -5 Devon Lane Dye Test/ CCTV Review			\$680.50	\$0.00
10 Oxford Sewer Lateral Review			\$192.00	\$0.00
Phase 2 COA			\$208.00	\$0.00
2023 Sanitary Sewer O &M Projects			\$39.50	\$0.00
2024 Sanitary Sewer O&M Repairs Project	202512672	11/12/2025	\$6,923.46	\$307.75
COA Services	202512673	11/12/2025	\$286.53	\$33.75
Park Maintenance and Beautification Plan			\$4,765.19	\$0.00
Canterbury Road Sidewalk Improvements	202512674	11/12/2025	\$15,087.79	\$1,749.75
23 Banbury Lane CCTV / Dye Test	202511375	10/8/2025	\$163.75	\$0.00
2025 Roadway Improvement Program	202510274	10/8/2025	\$26.66	\$0.00
2024 GEDTF Grant	202510275	10/8/2025	\$130.00	\$0.00
Billing Total				Billing Total \$3,824.82