



Borough of Ben Avon Heights

Tuesday, July 14th, 2026 - Council Meeting Minutes

A quorum is in attendance

Present:

Council Members: Berardi (arrive at 7:03 pm), Hebert, Hudson, Lope, Morris, Stiller

Fire: Meyer

Police: Hanny

Mayor:

Solicitor: Puchalski

Secretary: DiNuzzo

Residents: Lori and Rob Neubuesser 25 Briar Cliff Road, Pamela Pashke 21 Oxford Road, Lee Hebert 9 Briar Cliff Road

1. **Call to Order:** The meeting was called to order by Mr. Stiller.
2. **Approval of the June 2026 Meeting Minutes:** *A motion was made by Mr. Lope to approve the June 2026 meeting minutes. Mr. Hudson seconds the motion. Motion passed.*
3. **Approval of the June 2026 Financials:** *A motion was made by Mr. Hudson to approve the June 2026 financials. Mr. Morris seconds the motion.* Mr. Lope questioned why the PA 1 call line was higher than anticipated. The Borough will send Mr. Lope the details of the invoices sent by Avalon for the PA 1 call markings, as well as the Avalon DPW contract for 2026 that lists the rates. *Motion passed.*
 - a. **Grants:** Mr. Stiller noted the Borough is staying on top of tracking payments for the numerous projects currently underway which are being funded by grants. He also added that he and Mr. Lope have been in contact with Senator Fetterman and State Senator Devlin Robinson's offices, State Representative Venkat as well as Congressman Deluzio's office on both state and federal grants that the Borough could use to fund future projects.
4. **Emergency Management:**
 - a. **Fire Report:** Chief Meyer reported there were two calls in Ben Avon Heights for the month of June. Mr. Stiller added that a vote on the Avalon fire contract will be later in the meeting.
 - b. **Police Report:** *Report below.* Mr. Stiller questioned if there had been any progress on the illegal scooters on the road who are not abiding by traffic laws. Chief Hanny reported they did stop and interact with one of them, and patrols will continue to monitor. Chief Hanny also suggested sending a note out to residents to remind them to lock their car and house doors, as there has been a recent uptick with vehicle break-ins and thefts in the surrounding areas.
 - i. **Resolution 2026-04:** *A motion was made by Mr. Lope to adopt resolution 2026-04: Allegheny County Hazardous Mitigation Plan. Mr. Hudson seconds the motion. Motion passed.*
 - c. **Northwest EMS:** *There was no representation present at this meeting, quarterly report provided to Council.*
5. **Public Comment:** Rob Neubuesser at 25 Briar Cliff Road came this evening to express his frustration and concerns over damage to his property caused by JetJack during Phase II of Ben Avon Heights Sewer O&M plan. The damage to their property includes demolition of the garden wall to the left of their driveway, damage to the apron of their driveway, as well as damage to the garden wall to the right of their property. This happened in early June and they made the Borough aware as soon as this began. He is frustrated with how slow this restoration process to his property is taking place, as he still does not have a full restoration plan or timeline from the contractor. He also added the employee they have been in meetings with from JetJack has been less than cooperative in this process. He is requesting the Borough and LSSE assist him in

allowing him to pick the materials, as well as the landscape company who would restore their garden wall. He also is requesting a timeline for this project, outlining the restoration items, and would like this project to be completed before winter.

Pamela Pashke at 21 Oxford Road wanted the Borough to be aware of a recent fox sighting. She requested the Borough send out a notice to residents about the wildlife. Mr. Stiller added that the Borough is aware of the recent increase of wildlife and will send a note out to residents as a reminder not to feed wildlife, not to leave food out for wildlife as it attracts all kinds of wildlife; if residents see foxes or coyotes, please call the PA Wildlife and Game Commission. The Borough is also working with the State and Game Commission about the ever-growing deer population and noted that residents contacting these offices directly would be helpful to support the Borough's effort.

Lee Hebert at 9 Briar Cliff Road wanted to add to the Neubuiesser's complaint on JetJacks execution of the sewer project. He added they gave the residents that are being affected by the work insufficient notice before closing the street, and said the street repairs are inadequate and the patches will not last. LSSE added that the patches are temporary and will be restored with permanent material.

Lori Neubuiesser at 25 Briar Cliff wanted to add that she typically sees the fox on Sunday night, before garbage is picked up Monday morning.

6. Infrastructure and Operations:

a. Engineers Report: *Report below.*

b. Canterbury Sidewalk project update: Mr. Stiller noted that the contractor is close to finishing the sidewalk portion of this project. As requested by Shannopin, the Borough halted the project during two major events at the country club in early July. Shannopin also requested the parking area to be clear of contractor equipment. Mrs. Berardi requested a refresher on the second portion of this project. Mr. Stiller noted they needed to replace the curb on the other side of the road and repave Canterbury Road. Mr. Morris brought to Council and LSSE's attention, the residents at 8 Canterbury received damage from construction vehicles which were parked in their plants; he added he has pictures. Mr. Heyl stated that the residents should reach out to the Borough and LSSE will assist in getting the property damaged fixed by the contractor. Mr. Hudson raised a question on the process for payment for this project. Mr. Stiller noted the Borough will pay out of the general fund, then submit for reimbursement from the grant. Mr. Stiller noted that the two contractor pay applications to be voted on were reviewed by the Borough and LSSE and that the work invoiced has been completed.

- i. El Grande payment #1: *A motion was made by Mr. Hudson to approve the 1st payment for \$64,004.11. Mr. Lope seconds the motion. Motion passed.*
- ii. El Grande payment #2: *A motion was made by Mrs. Berardi to approve the 2nd payment for \$63,009.35. Mr. Morris seconds the motion. Motion passed.*

c. Sewer Project:

i. Phase II b.:

- 1. **Manhole/25 Briar Cliff Road:** Mr. Heyl stated the contractor for this project was responsible for protecting the resident's property. He suggested discussing this further in an Executive Session. He echoed what the resident stated earlier, that LSSE is also not receiving the restoration plan or effective communications from the contractor. Mr. Stiller added the Borough has been engaged with all parties involved and has been acting with urgency. The residents are apprehensive on using a landscaping vendor of JetJack's choice for the restoration project.
- ii. **Phase III, easements:** LSSE noted that it was brought to the Borough's attention recently that 11 Banbury Lane has a Borough sewer line running through their property, closer to their house than prior drawings had specified. Both LSSE and a private contractor worked together to identify where the sewer line is located. Mr. Stiller had instructed Mr. Heyl to look into options during Phase III sewer scoping to see if there was room in the grant allocation to relocate this line. Mr. Heyl presented Council three options: two were moving the line, and one was completely removing the line out of the resident's property and relocating it onto the street. After discussion it was determined that none of these options could fit into the Phase III scope coastwise. Mr. Morris questioned what could happen if the Borough decides to not address the line. LSSE noted there were no defects found when they ran CCTV through the line, but like all remaining lines in the Borough, it should be lined in the future. For the rest of Phase III, LSSE provided Council a list of properties that require either permanent or temporary easements that will need to be signed for this phase of the project. Discussion took place. Mr. Hebert suggested using a working session to invite the residents on this list to have discussion on the easements. Council agreed and will use the September 2026 working session. Letters will be sent to residents in the coming weeks.

7. Service and Contracts:

a. Fire:

- i. Resolution 2026-05: A motion was made by Mr. Hebert to adopt Resolution 2026-05: Avalon Borough Fire Contract with Ben Avon Heights. Mr. Morris seconds the motion. Mr. Stiller noted a few key points from the last meeting: the contract is 10 years with a modest increase, and the increases keep cost of services per household in range with other Western PA volunteer fire companies. Mr. Lope questioned if a termination clause had been added, as was mentioned at the last meeting. Mr. Stiller noted that after discussing with Mayor Dismukes and legal counsel that they decided to not proceed with any redlines, and that the Borough has other protections in place if an issue with service would arise. Motion passed.

8. Green Spaces:

- a. **Park Maintenance update:** Mr. Lope informed Council about complaints that the park grass was too long in the field. Mrs. Neunder noted A&N typically keeps it a little longer this time of year, so the grass does not burn in the hot sun. After some discussion, it was decided to request that the grass be trimmed a half inch shorter going forward. Mr. Lope continued, the park mulch will be installed this week, it has been delayed due to the weather recently. Mrs. Berardi added that the corner where the bus stop is at the park looks wonderful and thanked Park Pals for the completion of their first project.
- b. **Beautification Plan update:**
 - i. GEDTF grant: Resolution 2026-07: A motion was made by Mrs. Berardi to adopt Resolution 2026-07: reoccurring resolution for GEDTF grant. Mr. Lope seconds the motion. Mr. Stiller added the Borough found out about this grant last week and it opens in the coming weeks. Mr. Stiller stated that this is an example as to why having a concise master plan in place and being flexible and reactive are helpful when applying for grants with little notice or lead time.

9. Building, Zoning and Code Enforcement:

- a. **Zoning Ordinance update:** Mr. Stiller noted the zoning ordinance was adopted in the June 2026 meeting and is active. It has been posted to the website as Ordinance #355, which replaces the previous zoning ordinance. The Planning Commission, Zoning Officer and Zoning Hearing Board have been provided a copy of the ordinance.
- b. **July Working Session Agenda:** There will be no working session for the month of July.
- c. **Code Enforcement Issues:**
 - i. 6 Stratford: Council will receive legal advice during the Executive Session.
 - ii. Banbury DLC issue: The resident arranged for vegetation to be cut back around the light pole. Unfortunately, Duquesne Light is still requesting additional and substantial trimming be done before they will address the problematic wire. After much discussion, the Borough will reach out to Duquesne Light to see what other options there are to repair the light.
- d. **Zoning Applications, Building Permits:** for the month of June, there was one building permit for 5 Biddeford Road: inground pool. No zoning applications for the month of June.
- e. **Joint Comprehensive Plan Update:** Mr. Morris updated Council that he and the group walked all four North Boroughs communities to understand the character of each community. He focused on the playground and the character of our community. He suggested the consultant Michael Baker attend our Picnic and Sleepover in the Park event in September to engage with our residents.

10. Administration:

- a. **Parking permit requests:** There was one temporary parking permit for 6 Clovelly for the month of June.
- b. **QVCOG updates:** Mr. Hudson noted Council is invited to the QVCOG annual reception which will be held in September. They also discussed signage that would incorporate and represent our community on RT. 65.
 - i. Resolution 2026-06: A motion was made by Mr. Hudson to Adopt Resolution 2026-6: Road safety audit of RT 65. Mr. Morris seconds the motion. Motion passed.
- c. **2025 Audit:** Mr. Stiller stated he did review the 2025 audit and all looked accurate and nothing stood out.
- d. **Ben Avon Heights Tax Collector:** Mr. Stiller noted the current Tax collector of Ben Avon Heights will be relocating out of Ben Avon Heights over the next few months. Once vacated, the Borough will continue with Jordan Tax Service as a deputized entity to fill the role until the next election cycle. It was noted that this is an elected position and must be a Ben Avon Heights resident.

11. Executive session: Legal consultation; began 8:43pm

12. Regular session: 9:16 pm

13. Meeting ended: 9:17pm

**CALL SERVICE REPORT GROUPED BY DESCRIPTION
INCIDENTS REPORTED BETWEEN 06/01/2026 AND 06/30/2026
BEN AVON HEIGHTS**

DESCRIPTION	JUNE CALLS	YTD CALLS
Accident/Hit-Run	1	1
Animal Complaint - Injured/Deceased Deer	0	3
Burglar Alarm-Business	0	1
Burglar Alarm-Residence	0	1
Civil Dispute	1	1
DPW Request	0	12
EMS Call	4	11
Fire Alarm-Business	1	1
Fire Alarm-Residence	0	1
Parking Complaint	0	1
Parking Tickets	0	1
Police Detail - Directed Patrol	54	349
Police Info	0	1
Road Closed/Open	1	1
Road Hazard	1	1
Shots Fired - Report	0	2
Solicitor Complaint	0	1
Traffic Citations	7	22
Traffic Post	1	4
Traffic Stop	0	5
Tree Down	1	3
Vehicle Lockout	0	1
Warnings - Traffic	5	18
Welfare Check	0	1
Wires Down	0	3
	77	446



846 Fourth Avenue, Coraopolis, PA 15108
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MEMO

TO: Ben Avon Heights Borough DATE: July 6, 2026

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

SUBJECT: **July 2026 Meeting** cc:

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

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- *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. 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 transmitted Partial Pay Request No. 1 to the Borough on January 5, 2026 in the amount of \$69,707.88. Change Order No. 1 (+\$52,458.20) will be issued to the Borough for consideration at a later date. The purpose of Change Order No. 1 is to adjust the contract amount and scope of work based on pre-construction CCTV inspection findings and utilization of the entire PASWS Grant award. LSSE transmitted letter to Contractor requesting a schedule with proposed completion date on May 4, 2026. Work is ongoing. LSSE transmitted letter to the Contractor requesting updated schedule for restoration of 25 Briar Cliff Road on June 25, 2026. The Contractor indicated that they intend to utilize Inches Landscaping to re-install the damaged retaining wall.*
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3. **Phase III Sanitary Sewer Operation and Maintenance Repairs- Part 2**

LSSE to develop scope to line sewers identified with Class 3 defects based on the budget available with the 2024 CFA-LSA grant award. The next Phase of O&M repairs will also include in-trench repair of the sewers going down the hillside east of Clovelly Road. LSSE completed site surveys of properties that will require temporary construction and permanent sanitary sewer easements on May 27 and 28, 2026. LSSE to provide temporary construction and permanent easement exhibits to the Borough the week of June 12, 2026. LSSE to evaluate constructability and estimated cost for relocating the sanitary sewer main going through the property located at 11 Banbury Lane. LSSE transmitted draft easement exhibits to the Borough on June 9, 2026. LSSE to provide cost estimate for relocating the sanitary sewer main going through the property located at 11 Banbury Lane the week of July 10, 2026.

4. **MS4 Permit**

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

5. **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 award letter to Borough on October 15, 2025. LSSE sent Borough preconstruction meeting minutes on December 2, 2025. Borough obtained additional MTF grant in the amount of \$250,000. LSSE sent the Borough Change Order No. 1 on December 24, 2025. LSSE issued Notice to Proceed and Periodical Estimate on January 23, 2026, to the Borough. LSSE sent Borough Change Order on February 10, 2026. Letter was sent to Contractor requesting a schedule with a completion date of May. Work is ongoing. LSSE will have Partial Pay Request No. 1 to Borough for review at meeting. Pay Request No. 2 was sent to the Borough in June 26, 2026. Sidewalk has been installed, curb remains to be installed. The Contractor has removed equipment from Country Club parking lot to accommodate the July events.

6. **Park Maintenance and Beautification Plan**

- *The DCNR grant application was submitted on April 28, 2026 and transmitted to client. A GTRP Grant Application was submitted on May 31, 2026. No Change.*

6. **Miscellaneous**

- *LSSE submitted the 2025 Chapter 94 Annual Report and Municipal Information Request data to ALCOSAN on February 25, 2026.*
- **LSSE submitted the Borough's Annual Phase II COA Progress Report to the Allegheny County Health Department on June 29, 2026.**

Grants Due Next Quarter:

Program	Requests	Due Date	Comments
2026 CFA-LSA	\$25k - \$1Million	Not Announced	
GEDTF	\$500k	August 2026	

Grant Award Summary:

Project	Grant Source	Grant Award	Match	Status
Canterbury Road Pedestrian Improvements	2023 – CFA LSA	\$181,100.00	\$0.00	Under Construction
Sanitary Sewer Improvements Project	2023 – CFA Small Water and Sewer	\$257,053.00	15%	Under Construction
2022 Sanitary Sewer Lining Repairs	2022 – CFA LSA	\$149,905.00	\$0.00	All work is complete
Phase III Sanitary Sewer Operation and Maintenance Repairs	2024 – CFA LSA	\$346,671.00	\$0.00	Awarded December 2025
Canterbury Road Pedestrian Improvements	2024 MTF	\$250,000.00	\$0.00	Under Construction

Billing Summary for the Month of March:

Project	Invoice Number	Invoice Date	Project Total (Since January 2026)	Invoice Amount
Meetings as Requested	202606377	6/10/2026	\$2,355.74	\$376.00
2026 Miscellaneous Services	202606378	6/10/2026	\$3,042.65	\$39.50
Phase 2 COA			\$0.00	\$0.00
2024 Sanitary Sewer O&M Repairs Project	202606380	6/10/2026	\$8,453.53	\$4,050.04
COA Services			\$0.00	\$0.00
Park Maintenance and Beautification Plan			\$0.00	\$0.00
Canterbury Road Sidewalk Improvements	202606381	6/10/2026	\$24,756.38	\$7,725.56
2026 Roadway Improvement Program			\$0.00	\$0.00
2025 Chapter 94 Report			\$1,947.50	\$0.00
Shannopin Country Club Dye Test/CCTV Review			\$418.75	\$0.00
15 New Brighton Road Dye Test/CCTV Review			\$368.50	\$0.00
2026 DCNR Grant	202606383	6/10/2026	\$3,818.68	\$26.93
2026 Sanitary Sewer O&M Repairs Project	202605618	6/10/2026	\$11,590.36	\$6,849.71
23 Oxford	202606379	6/10/2026	\$178.75	\$178.75
2026 CFA GTRP Ben Avon Park	202606384	6/10/2026	\$2,447.53	\$2,447.53
Billing Total				\$21,694.02