



FOX CHAPEL  
BOROUGH

MINUTES  
FOX CHAPEL BOROUGH COUNCIL ORGANIZATION MEETING AND REGULAR MEETING  
HELD JANUARY 2, 2024

PRESENT: Andrew C. Bennett, Harrison S. Lauer, Frederick C. Leech, Sarah Hanna, Bradley D. Harrison, Betsy Monroe, Jonathan Colton, Councilmembers; Walter A. Scott, III, Mayor; Michael J. Stevens, Chief of Police; Gary J. Koehler, Borough Manager; Jeanine A. Mancuso, Treasurer; Larry Kurpakus, Public Works Director, Shawn M. Peterson, Borough Secretary

ALSO

PRESENT: Ethan Kolek, Avery Litwin, Junior Councilmembers; Michael Pohl, Kento Ohmori, Fox Chapel Volunteer Fire Department; two other attendees

VIA ZOOM: A. Bruce Bowden, Solicitor; and two other attendees

ABSENT: Logan Dressman, Junior Councilmember

Mayor Walter A. Scott, III called the meeting to order at 6 p.m.

Mayor Scott administered the Oath of Office to Councilmembers Frederick C. Leech, Betsy Monroe, and Jonathan Colton.

Mr. Bennett moved that Frederick C. Leech be appointed President Pro-Tem. The motion was seconded by Ms. Monroe and passed by unanimous vote.

Ms. Monroe moved that Andrew C. Bennett be appointed President, Harrison Lauer be appointed Vice-President, A. Bruce Bowden, Leech Tishman Fuscaldo & Lampl LLC be appointed Solicitor, Michael Palombo, Campbell Durrant PC be appointed Labor Attorney, and Kevin Brett, LSSE, Inc. be appointed Consulting Engineer. The motion was seconded by Mr. Harrison and passed by a unanimous vote.

Mr. Bennett moved that Gary Koehler be appointed as the Delegate and Jeanine Mancuso as an Alternate Delegate to the ANTCC (Allegheny North Tax Collection Committee). The motion was seconded by Mr. Colton and passed by unanimous vote.

Mr. Lauer moved that A. Bruce Bowden be appointed to Chair the Vacancy Board. The motion was seconded by Ms. Hanna and passed by unanimous vote.

All of Council was in favor of the regular meeting date for Borough Council being set for the third Monday of each month at 6:00 p.m.

All of Council was in favor of maintaining the following entity as a depository for Borough funds:

Dollar Bank: General Fund, Capital Reserve Fund, Land Fund, Sewer Fund, Highway Aid Fund, Parks Fund, Interceptor Fund, Fire Truck Fund, Infrastructure Emergency Fund, Bond Fund, Sanitary Authority Fund, Grant Fund

All of Council was in favor of all Council members, the Mayor, and the Treasurer being approved as having check signing authority.

Mr. Lauer moved that Bradley D. Harrison be appointed as Delegate and Sarah Hanna be appointed as Alternate Delegate to the North Hills COG. The motion was seconded by Mr. Leech and passed by unanimous vote.

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Mr. Bennet moved to appoint Jonathan Colton to the Fox Chapel Sanitary Authority with a term expiration of December 31, 2028. The motion was seconded by Mr. Lauer and passed unanimously.

Ms. Monroe moved to appoint Bradley D. Harrison to the Fox Chapel Sanitary Authority with a term expiration of December 31, 2026. The motion was seconded by Ms. Hanna and passed unanimously.

Mr. Bennett appointed Bradley D. Harrison to the Finance, Salary, and Pension Committee. This Committee comprises Harrison S. Lauer, Andrew C. Bennett, Bradley D. Harrison, Thomas Karet, Carolyn Sanford, and Enzo Santilli.

The Regular Meeting was called to order at 6:11 p.m.

### MINUTES

Mr. Lauer moved that the December 18, 2023, meeting minutes be approved. The motion was seconded by Ms. Hanna and passed with an abstention from Jonathan Colton, as he was not a member of the Borough Council in December 2023.

### RESIDENT COMMENTS

None

### PUBLIC WORKS REPORT

Mr. Kurpakus stated the PWD is continuing to work on the Hardie Valley/Old Mill sewer replacement project. Ms. Hanna asked if the trail would be open to the public during the construction. Mr. Kurpakus said that they would reroute the trail around the work.

### ENGINEER REPORT

Mr. Koehler said that the Borough received a response from DEP regarding one of the permits for McCahill Park. The questions raised by DEP will be answered by the engineers at LSSE and sent back to DEP.

There was a discussion regarding connector trails in the Borough. It was stated that this will be reviewed as part of the Comprehensive Plan.

### TREASURER REPORT

Mr. Bennett stated that Ms. Mancuso's job on the 2024 Budget was phenomenal. He commended all Borough staff on their contributions as well.

### CONTRACT AWARD

#### MaherDuessel Audit Contract

After a discussion on the price of the three-year contract, Mr. Bennett moved to approve a one-year contract for the 2023 audit with MaherDuessel for \$22,000. The motion was seconded by Mr. Leech and passed unanimously. It was asked that Ms. Mancuso ask other neighboring municipalities what they pay for auditing services as the price increases for 2024 and 2025 were significant for the Borough.

### NEW BUSINESS

#### Resolution No. 691

Mr. Bennett moved to approve Resolution No. 691, appointing alternate members to the Zoning Hearing Board of the Borough of Fox Chapel. The motion was seconded by Mr. Lauer and passed unanimously.

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### Zoning Hearing Board Member Appointment

Mr. Bennett moved to appoint Kento Ohmori to the Zoning Hearing Board with a term expiration of December 31, 2026. Mr. Bennett stated that Mr. Ohmori is a member of the Volunteer Fire Department and a member of the Construction Board of Appeals and has given a lot to the Borough through his volunteering. The motion was seconded by Mr. Leech and passed unanimously.

### Zoning Hearing Board Alternate Member Appointment

Mr. Bennett moved to appoint James Killeen to the Zoning Hearing Board as an Alternate Delegate with a term expiration of December 31, 2026. The motion was seconded by Ms. Hanna and passed unanimously.

Mr. Bennett stated Mr. Colton was interested in serving on the Refuse and Recycling Subcommittee. Mr. Koehler suggested he act as an Alternate Delegate for the Subcommittee. All of Council was in agreement.

### EXECUTIVE SESSION

At 6:47 p.m., Borough Council adjourned into Executive Session to discuss a personnel matter. At 7:40 p.m., the meeting was reconvened.

Mr. Bennett moved to have Mr. Bowden look at the Borough's Code of Conduct and Ethics document, make revisions based on participants covered by the policy, and add a signature page. The motion was seconded by Ms. Monroe and passed unanimously.

Mr. Bennett welcomed Mr. Colton to Borough Council.

With no other business to come before Council, the meeting was adjourned at 7:42 p.m.

SHAWN MARIE PETERSON  
Borough Secretary