

MINUTES TO AGENDA MEETING OF FEBRUARY 11, 2020

The Agenda meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, February 11, 2020.

After the Pledge of Allegiance to the Flag, the following Council answered to roll call:

Mr. Chad Hurka
Mrs. Denise Maiden
Mr. Francis Scott
Mrs. Patty Boyer
Mr. James Behers
Mr. John Egger - Vice-President
Mrs. Marianne Conley - President
Mr. David Depretis - Mayor
Mr. Jason Stanton - Engineer
Mrs. Ashley Wagner - Solicitor
Mrs. Diana Behers- Treasurer
Chief Tony Cortazzo
Mr. Robert T. Firek - Borough Manager

AUDIENCE AGENDA: Agenda Items Only: 5 MINUTES PER SPEAKER OR GROUP

Mrs. Conley asked the audience if they would like to address Council on anything that is on the Agenda, stating issues concerning the Borough.

Tara Rockacy of 3897 Churchview Ave.- As owner of Churchview Farms provided a packet of information about the animals on her farm, the benefits of her farm to the community and expressed concern on the possible animal/bee ordinance proposal.

ENGINEER'S REPORT

Mr. Jason Stanton reviewed the monthly report dated February 6, 2020 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

Sanitary Sewer System (Lick Run):

- PHA Quarterly Engineers Meeting was on Wednesday, January 15, 2020.
 - Mr. Stanton mentioned the important updates on the STP Expansion, Digester Lid Replacement, Master Monitors and Stream Stabilization
- LR-30 -- next month they will be providing graphics of the LR-30 Project they have been working on. Currently they are evaluating post-construction flow monitoring data and will provide this to Council next month. Pages 3, 4 and 5 are the background of the LR-30 Project and lead up to the graphics provided to Council from Mr. Stanton.

Sanitary Sewer System (Streets Run):

- Streets Run and Becks Run:
 - Still working on the Phase II Consent Order
 - PaDEP approved the Interim CAP extension till June 30, 2020 and issued ten taps.
- Regionalization:
 - ALCOSAN proposing to acquire ownership, operation and maintenance responsibilities for over 200 miles of multi-municipal trunk sewers that are greater than 10" in diameter
 - Multi-Municipal trunk sewer repairs need done prior to regionalization

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- ACOSAN's report to the Borough included the need for the Borough to expend significant amounts to pay for repairs to the interceptor prior to dedication to ALCOSAN
- Gave update on the ALCOSAN analysis for Source Flow Reduction Program. Take flow out of system and repair the defects- ALCOSAN'S Grant Program would fund approximately 80% of these improvements
- LSSE to present to Council tonight the Draft Findings
- ALCOSAN Coordination: Meeting occurred on 2.28.2020
- Streets Run Municipal Coordination to occur in Mid-March

Mr. Stanton included the remaining items in his Monthly Report:

- Public Works Items: MS4s, 2019 Road Improvement Program, 2020 Road Improvement Programs, Developments, Grading Permit Applications.

Mrs. Conley asked if there were any questions for the Engineer. None were asked.

SOLICITOR'S REPORT

Mrs. Wagner discussed proposed Ordinance No. 903 as a revision to Ordinance 897 regarding Keeping of Chickens that was passed in September 2019.

- Council discussed amending this Ordinance to include additional animals and asked the solicitor to draft revised language after reviewing what other surrounding communities have passed. Mrs. Wagner discussed her findings including questions from Council:
 - This type of ordinance is one of the most widely regulated and popular among other communities, so Baldwin would potentially be in line with other communities.
 - Goats are either included or grouped separately into a Farm Animal Ordinance per other municipalities. Bees were not as highly regulated, but have become more popular. Honey Bees are specifically allowed in select communities with restrictions on property size.
 - Health, safety and welfare language was included in her draft. Small farm animals were defined as goats, turkeys, ducks, pheasants, geese and other fowl not otherwise listed. These animals are more widely acceptable in residential communities by permit. Large animals such as horses, donkeys, ponies, rams and cattle are not permitted by right in a residential area.
- Purposeful slaughter: Mrs. Wagner did not include a lot of revisions in this area of defining, since it is a religious belief /ritual noted as protected by law and already has been regulated by the state and Federal government. As such, the Borough is not able to preempt the Federal government and included a provision to include the prohibiting of those rituals taking place in view of the public.

Chief Cortazzo was asked to clarify what occurred to necessitate the need for this type of an ordinance. Chief Cortazzo provided the history of events that started in late October. There were two or three events that led to this possible inclusion language.

Council table further discussion on this proposed ordinance until next months agenda meeting.

Mrs. Conley asked if there were any questions for the Solicitor. None were asked.

MAYOR'S REPORT

Mayor Depretis will give his monthly report at the next meeting. The Chief did not have anything additional to add tonight.

Mrs. Conley asked if there were any questions for the Mayor or the Chief. None were asked.

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ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There are a few items Mr. Firek discussed in detail with Council:

902 Grant (Recycling Cans):

- The order has been placed for the purchase of the 48-gallon containers with a tentative delivery date in late March 23, 2020. In the middle of March, we will begin to educate residents on the distribution and usage for the cans.

Ordinance No. 908: (Pleasant Hills Authority (PHA)/ EPA

- This ordinance is requested to be adopted by the PHA and will ensure that any future industrial facilities will be subject to the pre-treatment rules as required by the EPA.
- A first reading was done in January and also advertised. This will be placed on the February 18, 2020 agenda for a vote by Council.

Zoning Hearing Board Solicitor:

- The Manager has drafted a Request for Proposal (RFP) with input from our past ZHB solicitor whom is now the Borough's Solicitor. A copy of the draft RFP was provided for Council review and discussion. The manager will be asking council for approval at next weeks meeting to palce the RFP out for advertisement. Council would review applicants and make recommendations to the ZHB, but the ZHB would appoint their Solicitor per Borough Code. Council would then accept their appointment at the next Council meeting.

South Hills Cooperative Animal Control (SHCAC):

- The Manager was notified on January 30, 2020 that the SHCAC had voted unanimously to approve the addition of Baldwin Borough to the Cooperative . The addition of the Borough to the SHCAC requires the hiring of additional staff to absorb the workload so existing communities using SHCAC would not see a decline in their service. As such, an anticipated soft start is mid-April and full implementation on May 1, 2020. Mr. Firek will keep Council posted on this progress. The Chief will be the main contact for the Borough with the SHCAC.

Commission Vacancies:

- Mr. Firek will be requesting Council authorize advertisement at next weeks meeting for all vacant positions on our Boards and Commissions, 1-Planning Commission Member, 1- Planning Commission Alternate, and 1- Civil Service Commission Alternate.

Overlay District:

- The Planning Commission is requesting permission from Council to have discussions regarding the formation of an Overlay District. This would be a longer-term item to discuss, provide options, concepts with pros and cons to present ultimately to Council for possible adoption. This might entail LSSE assisting in the conceptual options at a cost

Code Officer Home Sale Occupancy Inspections:

- Discussion with Council the possibility of eliminating Residential Home Sale Occupancy Inspections (Owner Occupied). Almost all communities do not perform this type of inspection. Reasons for this change: it will free up staff to get to the Rental Occupancy Inspections (Renter Occupied) and to be able to do more code enforcement of property maintenance issues, fence permit and pool permit follow-ups, etc. Additionally, the newly hired Community Compliance

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Officer and staff would be available to do more fire safety inspections and focus on the numerous rental occupancy inspections. Mr. Firek estimates this would increase the Borough's revenue by 2-fold. The existing ordinance would need to be amended however to eliminate the current home sale inspections.

Council discussed this further in detail and asked the solicitor to review the current occupancy permit application for release language and to see what surrounding communities so as well. Mrs. Wagner will review and update Council next month.

Allegheny League of Municipalities (ALOM) Banner Community:

The Manager once again applied for Banner Community status for 2020. The Borough was notified that our application was approved with two complimentary seats for the luncheon at PNC Park for the award luncheon. Mr. Firek and Mrs. Maiden will be attending.

A few items not listed on Mr. Firek's report were discussed:

The DEP Bureau of Mines:

They came out to the Borough on Penn St. when the gas company who was replacing a main line there during their work believes they hit a manhole, however it was a mine shaft in the middle of the road that was over 65ft deep. The DEP confirmed it was a mine shaft and need the Borough to sign off on a Right of Entry (ROE) Agreement. The DEP will assume all responsibility for the filling in of the mine shaft and void. Mr. Firek will have this on the Agenda for the Regular Meeting.

LGA Internship:

The Borough applied for an LGA Internship submitted by the Finance Officer and Human Resources Officer. We received notification the Borough was awarded an intern. The intern will begin some time in mid May and work through August per the program. The Borough will be given applicants from LGA to select a candidate from.

CITF Community Infrastructure and Tourism Fund:

Last year, the Borough applied for a grant and was awarded funds to be used to place a restroom and pavilion at Colewood Park. HRG has been working on the design as part of the park project Phase III which will be ready for bid shortly. Mr. Firek will be requesting a bid advertisement to be placed on the Agenda for next week.

Police Department Vehicle Lease:

Mr. Firek will be asking for a Resolution for the purchase of a Police Department vehicle through a lease agreement. This vehicle purchase was in the 2020 budget. This will be placed on the Agenda for next week.

Borough Manager Vehicle purchase:

Mr. Firek's 2008 Jeep is now undriveable and no longer will pass inspection. The plan is to utilize Muncibid to sell the old Flusher, pick-up truck (already replaced) and the Borough Manager's Jeep. They anticipate anywhere from \$30 - \$40K to be received for these vehicles and this money will go toward the purchase of a 2020 Explorer for Mr. Firek. The total cost the Explorer is \$30,250. The remaining proceeds will be placed into the general fund.

Mr. Firek will discuss the remainder of his items in executive session.

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Mrs. Conley asked if there were any questions for Mr. Firek. None were asked.

FINANCE

Mr. Hurka said Council should have received the Monthly Financial Reports.

- Mr. Hurka did not have much to report since it is the beginning of the year so not much as far as taxes being collected or expenses this early in the year.

Mrs. Conley asked if there were any questions for Mr. Hurka. None were asked.

PUBLIC WORKS

Mrs. Boyer reviewed the monthly report for Public Works:

- The DPW are currently working on the following: Asphalt patching, CCTV work, began sanitary-manhole inspections, vehicle maintenance, winter call outs along with other items on the report.

Mrs. Conley asked if there were any questions for Mrs. Boyer. None were asked.

MUNICIPAL SERVICES MANAGER

Mr. Lubin reviewed his monthly report for Council:

Street Opening Permits:

- The work is ongoing with this year current activity and itemizing utility projects that will not conflict with the 2020 Road Program. Utility Pole corrosion work will begin by OSMOS Co. who was contracted by Verizon, will be begin work in March.

Elm Leaf Park Phase II:

- Work started in January with ADA concrete installed and some concrete curbing in and around the site, site demolition is mostly complete along with some pipe installation. The first pay request will be on the agenda for the next meeting.

MS4:

- Work is on-going with catch basins and outfalls and making sure things are clear and some possible testing that may need done.

Colewood Park Ph. II:

- Punchlist work is still pending and additional work needs done with seeding in the Spring.

2019 Roads:

- All roads have been completed with the exception of McKee Drive.

TRAI SR:

- On-going with a January meeting with an update to the system and revised templates to make it easier for everyone in the field to utilize.

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- Mr. Firek also provided an overview as well on the webbased tool that is very helpful on almost all areas of the Borough.

2020 Roads:

- Currently reviewing the roads in North Baldwin.
- A final list of roads will be provided for Council's review in March.

Mr. Scott asked Mr. Lubin to explain how the Borough is separated into North and South description of roads in Baldwin. Mr. Lubin provided that delineation.

Mrs. Conley asked if anyone had any questions or items for Mr. Lubin. None were asked.

PARKS AND RECREATION

Mrs. Maiden explained items on the February Blanket List and asked if there were any questions.

Mrs. Conley asked if anyone had any questions for Mrs. Maiden. None were asked.

ZONING AND PLANNING

Mr. Egger will provide his report at the next meeting.

- The Planning Commission Meeting was held on Monday, February 10, 2020. Mr. Egger explained one item was discussed in the meeting: One gentlemen is combing two lots to build one house. The PC recommended this for approval; Mr. Firek said the owner will be in discussion with the Code Enforcement Officer regarding the required approvals.
- The Zoning Hearing Board will not be meeting this month.

Mrs. Conley asked if anyone had any questions from Mr. Egger. None were asked.

PUBLIC SAFETY

Mr. Behers provided a copy of the January 2020 monthly activity reports for Council:

BEMS	304 incidents	6.8-minute	average response time
SBVF	22 incidents	6.6- minute	average response time
#105	23 incidents	16.3- minute	average response time
OPTION	- incidents	- minute	average response time (no report avail.)

Mr. Hurka discussed the Special Meeting Date/Time with all 3 Fire Department Heads taking place possibly at March 3, 2020 at 7:30 pm. Council will be updated on the final date/time.

Mrs. Conley asked if anyone had any questions for Mr. Behers. None were asked.

PERSONNEL

Mr. Scott said he has nothing to report for this month.

Mrs. Conley asked if anyone had any questions for Mr. Scott. None were asked.

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NEW BUSINESS-

- Mr. Egger asked if the Borough has a voting delegate for the PSAB, ALOM - Mrs. Conley said he is the voting delegate.
- Mr. Egger said last year the discussion took place on both Legal Tax Service and Jordan Tax Service. Mr. Firek will provide both proposals to Mrs. Boyer and Mrs. Maiden as they were not on council when these discussions occurred and then it will be on the agenda for March.

Mr. Firek said a presentation from Signature Financial will take place at the Regular Meeting next week.

AUDIENCE AGENDA –Any issue pertaining to Borough Business: 5 MINUTES PER SPEAKER OR GROUP --.

Val Posa of 63 Hartl Ln- Asked if Council would re-evaluate the No Parking Ordinance currently on this street. A lengthy discussion took place and Mr. Firek, Mr. Lubin and the Police Chief will review this request. Chief Cortazzo explained if streets were not properly signed as per the Ordinance in 1968, the Police Department requests that the Department of Public Works to post these streets correctly.

M-1 Mr. Egger made the motion to go into executive session; second by Mr. Behers. Upon vote, motion passed.

Respectively submitted,

BOROUGH OF BALDWIN

Robert T. Firek
Borough Manager