

MINUTES TO AGENDA MEETING OF JANUARY 12, 2016

The Agenda meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:30 p.m. on Tuesday, January 12, 2016. After the Pledge of Allegiance to the Flag, the following answered the roll call: Mr. Scott, Mr. Behers, Mr. Moeller, Mr. Fischer, Mr. Conley, and Mr. Stelmasczyk. Also present were Mayor Depretis, Larry Souleret, Engineer, Mr. Stanley Lederman, Solicitor, Michael Lederman Solicitor and Mr. John Barrett, Borough Manager. Mr. Ducker was absent.

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

Mr. Stelmasczyk asked the audience if they would like to address Council on anything that is on the Agenda as well as non-agenda items.

No one approached with questions.

Mr. Stelmasczyk announced that Mayor Depretis will be swearing in Mr. Vance Thurman to the Baldwin Borough Zoning Hearing Board. Mayor Depretis swore in Mr. Thurman and Council would like to thank Mr. Thurman for volunteering for this board.

ENGINEER'S REPORT

Mr. Souleret had submitted his monthly report on January 7, 2016 summarizing activity from the last Council Meeting. Additionally, Mr. Souleret provided brief updates on the following items that would need to be placed on the Agenda for the next Council Meeting:

- Mr. Souleret explained the CD Year 41 Bids were opened on December 18, 2015. Their bid report to Council is dated January 6, 2016 with the low bidder Allen Demolition, LLC at \$15,600. The CD funding for the project is \$8,500 and the Borough's share would be \$7,100. Next week, they would need a motion to award the contract to the low bidder.

Mr. Souleret asked Council if they have any questions on the report. No questions were asked by Council.

- Mr. Jason Stanton continued to explain to Council the Proposed Ordinance that would Revise Pre-Treatment Standards for the Discharge of Wastewater. These pre-treatment standards apply to only industrial dischargers. He further explained the regulations and standards for both the DEP and the EPA. Every five years when their permit is renewed, these standards are reviewed. LSSE has no objections to advertise for this Ordinance requested by the Authority. Mr. Barrett explained they will look to do a First Reading and advertise and then look to adopt the following month.
- Mr. Souleret lastly stated the Borough will need to begin looking at the 2016 Road Program. In the past when bids are done earlier, better prospects for this project are received.

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SOLICITOR'S REPORT

Mr. Stanley Lederman explained the Borough recently signed a contract with Legal Tax Service, Inc. for delinquent sewage collections. On tonight's agenda, discussion of the proposed Ordinance establishing fees for the Collection of Delinquent Sewage Bills should be delayed until next month. Don Fetsko reviewed the proposed ordinance and he is sending Mr. Lederman the suggested changes in the costs and interest and penalties. Mr. Lederman is asking to table the discussion until those changes are received.

In addition, on January 20, 2016 there will be a hearing involving Thomas Lockaton. Mr. Lederman would like to ask Mr. Barrett to provide information on a few companies that could clean up this property and have this information back to him before the hearing. He would like to give the judge this information, and stand prepared to remove all debris from Mr. Lockatons' property once we receive a court order.

Mr. Scott asked that Mr. Dryer from the Streets Run Rd. property be given notice of these procedures. In addition, provide the date and time of the hearing if he chooses to attend and speak to the judge. Council had further discussion about both the Dunluce and Streets Run Rd. properties with possible liens on the property.

The remaining of his items will be discussed in executive session.

MAYOR'S REPORT

Mayor Depretis said he will give his monthly police report at the Regular meeting next week. However, a question to Mr. Barrett about tires being placed at the Chesapeake on Streets Run Rd. Mr. Barrett explained three parcels of property are by where the tires are placed. Originally thought to be the Chesapeake, however it is owned by Thee Olde Place. A letter was sent to the owners who believe this is not their property. Mr. Barrett will update Council on the progress of this situation.

Mr. Stelmasczyk asked if anyone had any questions for the Mayor. None were asked.

ADMINISTRATION

Mr. Barrett reviewed several items on tonight's agenda represent items that require additional information or Council input prior to formal action. These items include:

- First, Mr. Barrett wanted to talk about the acceptance of the bid for the demolitions on Oak Street and Curry Road. He wanted to make Council aware the property owner on Oak Street is opposed to the demolition. The owner has not made any improvements to the property and it remains tax delinquent. The hearing, advertisements along with the costs associated with the demolition were discussed.

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- Secondly, previously shared with Council were details of the fuel stations at Leland and the Municipal Buildings. The underground tanks that hold fuel do not meet the corrosion levels to pass the DEP inspection. A contractor gave estimates for the tank replacements with repairs, and these numbers reflect very high amounts with over \$700,000. Discussion continued about the potential costs associated with the tanks, their disposal and potential idea for credit cards used at gas stations in the Borough.
- Third, Mr. Barrett wanted to provide information about the Capital projects. A copy of the Elm Leaf Master Plan was given to Council previously. It was discussed the need for this Master Plan and how to secure grants for these renovations. A few modifications were proposed and two different options for the Municipal Building including the current basketball courts and adding a deck hockey area along with a smaller deck hockey area. A formal adoption of this plan is asked by Mr. Barrett so that he may move forward with the grant application process. Moving forward, Mr. Barrett would like to ask the planning consultants to attend the Agenda Meeting in February to answer questions by Council.
- In addition to the Master Plan, Colewood Park and the Equalization Basin were mentioned along with the concerns of residents living in this area. Presently, LSSE has submitted permits for the disturbance of the land in this area to equip the basin. The parking lots in this area were addressed, and Jason Stanton of LSSE explained their intention of minimizing the disturbance of the land. Mr. Souleret had a few questions on the parking and where it ties into the current street. Mr. Barrett explained nearly two hundred surveys from residents have been received about the Colewood Project. He wished to have a Colewood Park Master Plan Meeting on February 9, 2016 opened to the public and focused on Colewood Park. The Borough Engineers would be in attendance to answer any questions from residents and get their feedback. Also, LSSE and the Borough are working to secure the private right-of-ways along Colewood. We will be scheduling discussions with the residents to provide easement agreements for their approval.
- Lastly, Mr. Barrett wanted to mention the pool renovations and how they are working with the construction architect for this project. He wanted to ask Council for approval to advertise for the bid for this project at next week's meeting.

Mr. Conley would like to add the Shade Tree Commission would provide their input for the location of trees surrounding the Equalization Basin for Colewood Park.

Mr. Stelmasczyk mentioned that SHACOG asked for resolutions for appointments of Council to both the Franchising Authority and also the Rate Review Board. Mr. Barrett said this will be on the Agenda next week for these appointments.

Mr. Barrett asked Council if they had any questions for him with his report. None were asked.

FINANCE

Mr. Fischer asked everyone to review the Revenue and Expenditure report for December 2015 showing the budget ended up with \$22,000 in the positive. However, these are preliminary numbers until the yearend audit is completed.

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- First, Mr. Fischer mentioned an item listed under Mr. Barrett's report mentioning the Finance Committee has been busy getting ready for the year-end audit. The Finance Officer provided Council with documentation that summarizes the Borough's efforts to address each comment made by auditors Maher Duessel. It helps to reduce the amount of findings in prior audits and move forward. Mr. Barrett added they are also providing Maher Duessel with financial statements this year instead of having them prepare these statements.
- Mr. Fischer continued with the General Fund cash flow for December 2015 has decreased. We do have cash on hand at least until the end of the year; however projected revenue for the end of the month is not very high, but this is to be expected. Revenues and cash will be increased once tax bills are sent out to residents.
- Lastly, Mr. Fischer explained the affirmation of the 2016 Budget. Mr. Barrett explained this item is on the agenda because the Re-Organization Meeting offered the opportunity to reopen the budget if necessary. The middle of February would be the deadline for changes and he wanted to get a general consensus to close discussion on the budget. No further questions were asked about the 2016 Budget.

Mr. Stelmasczyk asked if anyone had any questions or items from this report. No questions were asked.

PUBLIC WORKS

Mr. Behers provided the Public Works listing of bills and the projects currently being done in the Borough.

- Mr. Behers explained Public Works Department has completed their pre-season checklist for winter operations. However, they identified some streets where cars are parked on both sides not allowing the snow plows to safely flow through. It is the recommendation of the Public Works Superintendent to post temporary no-parking signs on a few roads in the borough that are affected.

Mr. Fischer commented that the no-parking signs were confusing to residents. Possibly they could be printed differently in the future and display the no-parking is seasonal and temporary for the winter months.

Mr. Stelmasczyk asked if anyone had any questions or items from Mr. Behers report. No questions were asked.

PARKS AND RECREATION

Mr. Conley noted the blanket items listed for January 2016. A revised list was provided to Council on January 12, 2016.

- Mr. Conley stated that Mr. Barrett covered the item listed on the agenda regarding Elm Leaf Park and Colewood Park Master Plans.

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Mr. Stelmasczyk asked if anyone had any questions or items from Mr. Conley's report. No questions were asked.

ZONING AND PLANNING

Mr. Moeller reported that the Planning Commission meeting was held on Monday, January 11, 2016. He did not attend this meeting, but will ask for Mr. Ieraci of the Planning Commission to explain to council the details of the meeting.

- Mr. Ieraci explained the item on their agenda included the Zoning Ordinance Review for 2016 and the Comprehensive Rezoning effort. Next, he described the items listed under each month for the proposed schedule for 2016. Mr. Barrett explained they are basically looking to fine tune the recommendations presented at the public hearing. After this process, these recommendations will be addressed with Council. Mr. Ieraci asked if Council made a decision on the Zoning Map, Mr. Barrett explained this is part of this process.

The Zoning Hearing Board Meeting is scheduled to meet on Thursday, January 21, 2016.

- Mr. Moeller will review the monthly report at the Regular Meeting.

Mr. Stelmasczyk asked if anyone had any questions or items from Mr. Moeller's report. No questions were asked.

PUBLIC SAFETY

Mr. Ducker was absent and Mr. Barrett the Public Safety Meeting will take place on Wednesday, January 27, 2016. He did mention the bridge is open on Streets Run Rd. and asked Chief Michael Scott if he had any items to discuss with Council. The Chief had nothing to report at this time.

Mr. Stelmasczyk asked if anyone had any questions for Mr. Barrett. No questions were asked.

PERSONNEL

Mr. Scott has nothing to report at this time, but will have items for discussion in executive session.

Mr. Stelmasczyk noted a letter of resignation was received by Martin Farrell of the Planning Commission and this vacancy will need to be advertised.

NEW BUSINESS

It was discussed to possibly change the meeting time for the Borough Council Agenda meetings from 7:30 pm to 7:00 pm. It was approved by all of Council and a motion to advertise followed:

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- M-1** *Mr. Stelmasczyk made the motion to advertise the Council Agenda meetings held on the second (2nd) Tuesday of each month to begin at 7:00 pm; second by Mr. Scott. Upon vote, the motion passed unanimously.*

AUDIENCE AGENDA: Any issue pertaining to Borough Business; 5 MINUTES PER SPEAKER OR GROUP

No one approached Council from the audience.

- M-2** *Mr. Moeller made a motion to enter Executive Session; second by Mr. Scott. Upon vote, motion passed unanimously.*

Council entered Executive Session at 7:37 p.m.

Respectively Submitted,

BOROUGH OF BALDWIN

John Barrett
Borough Manager