

MINUTES TO REGULAR MEETING OF MARCH 15, 2016

The regular meeting of the Borough of Baldwin Council was called to order by President, Michael Stelmasczyk at 7:30 pm on Tuesday, March 15, 2016.

After the Invocation and the Pledge of Allegiance to the Flag by Mr. Scott. The following answered to roll call: Mr. Ducker, Mr. Moeller, Mr. Fischer, Mr. Scott, Mr. Conley, and Mr. Stelmasczyk. Also present were David Depretis, Mayor, Mr. Larry Souleret, Engineer, Mr. Michael Lederman, Solicitor, Mrs. Diana Behers, Treasurer and Mr. John Barrett, Borough Manager. Mr. Behers and Mr. Stanley Lederman were absent.

Mr. Stelmasczyk announced Council had an executive session prior to the meeting to discuss personnel issues.

APPROVAL OF MINUTES

Mr. Stelmasczyk asked for the following approval of Council Meeting Minutes:

M-1 *Mr. Fischer made the motion to approve the Minutes the Agenda Meeting of February 9, 2016; second by Mr. Scott. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions or comments pertaining to these motions, none were asked.

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

Mr. Stelmasczyk asked the audience if there were any questions that were on the agenda.

Joe Zingrone of Rosewood Drive, owns two lots 315-J-92 and 315-J-85. He had questions about zoning changes proposed. Mr. Zingrone stated to Council that he would like his property to remain a C-2 Commercial and not to be changed to Residential.

Mr. Barrett explained to Mr. Zingrone the Borough is going through a Comprehensive Re-zoning. The Planning Commission made recommendations to Council and the Borough will then notify Allegheny County once these are received. An advertised Public Hearing will take place for Council and residents to give suggestions to this re-zoning. For this property, the zoning districts do not match up to property boundaries. The 2.3 acre parcel is split between Commercial and PRD. The PRD Zoning determination is being eliminated with the new zoning map that is proposed.

ENGINEER'S REPORT

Mr. Souleret noted his report from March 3, 2016 summarizing activity since reviewing it with Council at the Agenda Meeting on March 8, 2016. He does not have any additional items to add to this report and Mr. Souleret asked if anyone had any questions pertaining to any other Engineering item, no questions were asked by Council.

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Mr. Souleret explained he would need a motion from Council to award a contract for the Playground Rehabilitation Project. This is for the demolition for playground equipment and the restoration of the ground afterwards. He explained this was just awarded today and he has not had the opportunity to contact the references for the lowest bidder, Stash Trucking. However, this company was not used before for the Borough, but they have done work previously for SHACOG. He would recommend this bid, but to be approved contingent upon requirements and references considered. Council had a few questions for Mr. Souleret before the motion was approved.

Mr. Souleret asked for the following motion:

M-2 *Mr. Moeller asked for a motion for a Consideration of Contract Award for Contract No. 16-D1- Playground Rehabilitation Project, subject to the Engineers Recommendation, contingent upon grant requirements and suitable references; second by Mr. Fischer. Upon vote, motion passed unanimously.*

The next item is consideration of the approval of the Krupa Subdivision that was recommended for approval in a letter to Council dated March 14, 2016. They have two lots and are removing the lot line in the property on Gensler and Glass Run Rd.

M-3 *Mr. Moeller asked for a motion to Approve (Preliminary and Final) the Krupa Subdivision of lots, per the recommendation of the Borough Planning Commission and subject to the approval letter of the Borough Engineer; second by Mr. Ducker. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions or comments pertaining to this motion or for the Engineer, none were asked.

SOLICITOR'S REPORT

Mr. Michael Lederman noted other than normal business conducted, he would like to ask for the following motions:

M-4 *Mr. Scott asked for a Final Reading and Motion to Adopt Ordinance 868 Establishing Applicable Rates of Interest and Penalty on Delinquent Sewage Use Charges; second by Mr. Moeller. Upon vote, motion passed unanimously.*

M-5 *Mr. Scott asked for a First Reading and Motion to advertise potential Ordinance 869 Authorizing and Fixing Charges for costs, expenses and fees to be added to Delinquent Accounts served by the sewers, sewage system, or sewage treatment works of the Borough of Baldwin; second by Mr. Ducker. Upon vote, motion passed unanimously.*

Mr. Lederman provided details of the list of fees for delinquent sewage for Council.

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M-6 *Mr. Fischer asked for a First Reading and Motion to advertise potential Ordinance 870 Prohibiting Parking of Motor Vehicles on Unimproved Surfaces; second by Mr. Scott. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for the Solicitor, none were asked.

MAYOR'S REPORT

The Mayor reported calls for the month for February were 693 and calls given to police from 911 were 675. He read a brief overview of activity for K-9 Officer Ajay with Officer Pagane and K-9 Officer Niko with Officer Parrotta. On March 8, 2016 there was a robbery at the Family Dollar with Officer Ajay was instrumental in catching the offender.

Mr. Stelmasczyk and Mr. Barrett have been contacted with complaints about parking on Rosewood Drive with patrons from the new Craffhouse Bar and Grill inside Legacy Lanes. The owner is seeking overflow parking possibly into the Salvatore's lot. The Mayor was asked to have the police monitor the parking during the evening hours to help with resident complaints.

Sgt. Kim Reising added the weekend the Craffhouse opened, it was noted valet parking was available free of charge to patrons for the evening and the vehicles parked on the street were not parked illegal. This could possibly cut down on the overflow complaints with parking in the designated areas with valet.

Mr. Stelmasczyk asked if anyone had any questions for the Mayor.

ADMINISTRATION

Mr. Barrett submitted his written report to Council last month and reviewed it at the January Agenda Meeting. Before asking for formal motions, he announced:

First, he explained the Master Plan for Elm Leaf Park was passed and awarded a CITF Grant approved for this work along with an application for a Department of Conservancy Natural Resources (DCNR) Grant. The CITF Grant has an April deadline and the Borough needs to pass a Resolution on who can sign for this program on behalf of the Borough. The following motion is asked:

M-7 *Mr. Scott made the Motion to Adopt Resolution No. 2016-03-08 Authorizing the Council President to serve as Borough Official Signatory for the PA Department of Conservation and Natural Resources Community Conservation Partnership Program; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Mr. Barrett continued with the second item on his agenda explaining a Hazard Mitigation Program. This is a requirement for communities and adopt the County Plan. The following motion is asked:

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M-8 *Mr. Fischer made a Motion to Approve **Resolution No. 2016-03-09** Adopting the Allegheny County 2015 Hazard Mitigation Plan; second by Mr. Ducker. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Mr. Barrett, none were asked.

FINANCE

Mr. Fischer noted the monthly financial reports with Revenues and Expenditures as well as the current cash position discussed at the Agenda Meeting. He explained the progress of the current audit for 2015. He asked if Council had any questions pertaining to these items, none were asked.

He asked council if they had any questions on the Treasurer's Report for February 2016. Mr. Fischer would like to ask for the following motions:

M-9 *Mr. Fischer made the motion to approve the Treasurer's Report for February 2016; second by Mr. Conley. Upon vote, motion passed unanimously.*

M-10 *Mr. Fischer made the Motion to Ratify Bills in the Amount of \$455,087.14 and approve bills in the amount of \$379,638.43 for a total of \$834,725.57; second by Mr. Conley. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Mr. Fischer, none where asked.

PUBLIC WORKS

Mr. Behers was not at the meeting, however Mr. Stelmasczyk noted everyone has received the monthly departmental reports and asked if there were any questions.

Mr. Barrett said in April they are on schedule to advertise the bid for the 2016 Road Improvement Program.

PARKS AND RECREATION

Mr. Conley asked for a motion on the Borough parks and facilities:

M-11 *Mr. Conley asked for a motion to approve the March Blanket Approval List for the Borough parks and facilities; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

M-12 *Mr. Conley made the Motion to approve a request by the Baldwin Public Library for their 2nd Annual Touch-A-Truck Community Event for the use of the Municipal auditorium and parking lot on Saturday, June 25, 2016 between 8:00 am and 3:00 pm for a fundraiser. They are requesting a fee waiver; second by Mr. Ducker. Upon vote, the motion passed unanimously.*

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M-13 *Mr. Conley made the Motion to approve a request by the Baldwin Mercy Health Center for their Spring Dance for the use of the Municipal Building for Friday, May 6, 2016 for set up and Saturday, May 7, 2016 from 10:00 am – 3:00 pm for the event. They are requesting a fee waiver; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

M-14 *Mr. Conley made a Motion to approve a request from Paynter Elementary School for their school picnics at Elm Leaf Park. The 2nd Grade is requesting, May 31, 2016 with a rain date of June 2, 2016. The 3rd Grade is requesting June 1, 2016. They are asking for a fee waiver; second by Mr. Moeller. Upon vote, the motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Parks and Recreation, none were asked.

ZONING AND PLANNING

Mr. Moeller reported that both the Planning Commission met on March 14, 2016 to discuss the several issues and what instructions needed to move forward.

The Zoning Hearing Board Meeting is scheduled to meet on March 17, 2016 at 7:30 pm.

He noted everyone had their monthly inspection reports, listing February 2016 fees collected a total of \$5,544.00 compared to \$6,929.00 for February 2015. The YTD fees collected for \$16,124.40 as compared to \$12,049.00 in 2015. Lastly, there is a motion he would ask for a temporary occupancy permit:

M-15 *Mr. Moeller made a motion to approve a Temporary Occupancy Permit to Keystone Novelties Distributors LLC for a Tent Sale of PA Legal Sparkler Products at 5185 Brownsville Road from June 24, 2016 until July 5, 2016; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

PUBLIC SAFETY

Mr. Ducker noted everyone has received the Volunteer Fire Department Monthly Activity Reports less one report. In addition, the Emergency Medical Service Monthly Report was provided to Council.

Chief Brian McCaffrey of BEMS had nothing to report at this time. Chief Jim Barbour of Option #107 they are having a Spaghetti Dinner Benefit on Saturday, April 16, 2016 for a member recently having a liver transplant. The cost of the tickets are \$8.00 with all proceeds given to Firefighter Erick Walsh for this transplant.

Mr. Stelmasczyk asked if there were any questions for Mr. Ducker pertaining to this motion. None were asked.

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PERSONNEL

Mr. Scott explained there have been executive sessions discussing personnel issues that are ongoing.

Mr. Scott would ask for a formal motion to accept the application by Christopher Seymour for the vacancy on the Planning Commission:

M-16 *Mr. Scott asked for a motion to appoint Christopher Seymour to the Planning Commission for a four-year term to expire December 31, 2019; second by Mr. Moeller. Upon vote, the motion passed unanimously.*

Mr. Barrett explained that this individual was on the Shade Tree Commission and is permissible to serve on this commission as well as they are non-conflict per the solicitor. Additionally, this term needs to expire 2019 since if appointing him today, it would be a four and half year term. The motion reflects the correct four-year term.

Mr. Stelmasczyk asked if anyone from Council has any new business to discuss. Mr. Stelmasczyk explained a letter was received about Anthony Braunstein who was diagnosed with a rare form of cancer. He has been an employee of Eat'n Park for 30 years and a Spaghetti Fundraiser is being done to support him on Sunday, April 17, 2016 from 12:00 – 7:00 pm at the Broughton Fire Hall. This information will be available on both the Borough website and at the Borough building.

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

With no requests, he continued to ask if anyone from the audience would like to address Council with anything related to Borough business.

Mr. Joe Zingrone had a few more comments regarding his property on Rosewood for Council.

The meeting adjourned by Mr. Stelmasczyk at 8:30 pm with a motion to adjourn:

M-17 *Mr. Moeller made the motion to adjourn; second by Mr. Fischer. Motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett
Borough Manager