

MINUTES TO AGENDA MEETING OF MAY 10, 2016

The Agenda meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:00 p.m. on Tuesday, May 10, 2016.

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

Mr. Kevin Fischer
Mr. Francis Scott
Mr. James Behers
Mr. Michael Ducker
Mr. John Conley- Vice-President
Mr. Michael Stelmasczyk-President
Mr. David Depretis-Mayor
Mr. Larry Souleret- Engineer
Mr. Stanley Lederman- Solicitor
Mr. John Barrett- Borough Manager

Absent: Mr. Ed Moeller and Mr. Michael Lederman- Solicitor

Other attendees: Mr. Jason Stanton- Engineer

Staff Present:

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. No one approached with questions.

Not on tonight's agenda, Mr. Stelmasczyk explained there will be a presentation from Mr. John Trant of Strategic Solutions regarding the comprehensive rezoning project.

- Mr. Barrett explained an advertisement was done for a Public Hearing for the Zoning Map and Text Amendments. Proposed text amendments and the map were provided to Allegheny County for comments and they have been received. The work was predominantly done through Mr. Trant and the Planning Commission and was an implementation project of The Baldwin Comprehensive Plan. Mr. Trant is here to provide an overview for Council on the next step in the process.
- Mr. John Trant gave a presentation to Council on the overview of the most recent text amendments and map. The number of zoning districts have been compressed, the previously zoned PRD (Planned Residential Development) has been removed, and a new Zoning Map has been developed. Council will convene a public hearing prior to the May Regular Meeting and potentially take action at the June Regular Meeting.

Mr. Stelmasczyk said since this was a new item on the agenda; he asked if anyone from the audience wished to comment on this topic. No one asked questions.

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ENGINEER'S REPORT

Mr. Souleret submitted his monthly report on May 6, 2016 summarizing activity from the last Council Meeting. Additionally, Mr. Souleret and Mr. Jason Stanton provided brief updates on the following items:

- Mr. Stanton explained the MS4 Training provided to the entire Borough along with staff and now to Council Members. Sign in sheets and power point presentations will be provided to the DEP showing they are in compliance with their regulations. Jason continued with the Municipal Separate Storm Sewer System (MS4) Training to Council and the public.
- The Lick Run Wet Weather Flow Strategy was discussed. A pre-bid meeting took place and Whitehall Borough was invited to comment. The bid opening will take place on June 8, 2016 and will be awarded in June.
- Mr. Souleret explained bids will be opened next Monday, May 16, 2016 for the 2016 Road Improvement Program. Bid packets will be provided at the next meeting for Council's consideration. This bid will include the parking lot for the BEMS as one of the add alternates and they should receive this bid information as soon as possible.
- An emergency sewer issue is located on Fidelity Drive and requires Councils action. LSSE reviewed the CCTV footage and have concluded there is a substantial structural defect in the line requiring the Borough to bypass the public bidding process. LSSE will secure three telephonic bids and recommended approval at the Regular Meeting next week. The Borough Solicitor reviewed the details of the project and confirmed that they warrant an Emergency situation and advised Council they may proceed.
- Mr. Stanton explained Council was provided with an agreement with the Pleasant Hills Authority regarding future operations of the Equalization Basin. Both parties are to review and refine before formally adopting.

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

SOLICITOR'S REPORT

Mr. Stanley Lederman reviewed the items on tonight's agenda:

- Mr. Lederman has filed the Declaration of Taking for the Colewood Park Equalization Project and recorded this along with the 21 Right-of-Way (ROW) agreements for Colewood that were signed. The remaining 17 agreements are out to be served with a one week margin and then the remaining properties will be appraised. Once the appraisal is completed, the project will be able to move forward.
- Mr. Michael Lederman prepared an Ordinance for the operation of recreational motor vehicles as a draft with examples from McKeesport and Whitehall as a guide. He did not gear this toward residential, but he can modify this.
- Mr. Barrett explained Mr. Michael Lederman completed a Resolution for Breckenridge and the public streets are built to borough standards.

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The remaining items will be discussed in executive session.

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

MAYOR'S REPORT

Mayor Depretis said he will give his monthly police report at the Regular meeting.

- The Rosewood Drive traffic study has been completed and provided to Council.
- Mr. Barrett explained "Resident Parking" signs were posted along Rosewood Drive. They were placed as a deterrent to vehicles heading to the Craffhouse. Permit parking was discussed further.
- Mr. Barrett explained the last item is a Resolution for the Borough to participate in a Police DUI Enforcement Grant Program. This same grant has been granted for the past several years.

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

ADMINISTRATION

Mr. Barrett previously reviewed a few items on tonight's agenda with the addition of other items that require additional information or Council input prior to formal action. These items include:

- Mr. Barrett explained existing problems with parking commercial vehicles and recreational vehicles overnight on Borough streets. Currently there are no guidelines or rules to enforce restrictions for parking. Council agreed a draft Ordinance should be ready for the June meeting.
- A letter was received from the Department of Conservation and Natural Resources (DCNR) explaining the Colewood Park Project meets the allowable uses and provides clearance for this project.
- The MS4 Audit will take place on Tuesday, May 24, 2016 by the Department of Environmental Protection (DEP). Mr. Barrett will update Council after the audit is complete along with their recommendations.
- Paperless Meetings have previously been discussed with Council and Mr. Barrett mentioned a few different options available for Council. These being Interactive software, Google Chrome Books or access to the Google Drive. Approximate costs for these suggestions include software around \$6,000 and Chrome books approximately \$2,000.
- Information was provided to Council from The National League of Cities Utility Service Program. They offer different warranty programs for sanitary sewer laterals at no cost to the Borough, at the homeowners expense. The program is optional, but appears reputable and the Manager is recommending Council consider.

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

FINANCE

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Mr. Fischer explained council should have received their revenue and expenditure reports for April 2016 along with the Real Estate Tax collection Monthly Report, Cash Position report and DEA Officer Revenue & Expenditure Report.

- Mr. Fischer explained spending is around 27.8% with Real Estate revenue in addition, the cash position at the end of April is similar to that of last year. A Finance meeting with Signature Financial is set for June 1, 2016.

PUBLIC WORKS

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

- These projects include grass cutting, ball field maintenance, concession stands, cleaning of the Borough garages and ongoing repairs and cleaning for catch basins in the Borough.

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 monthly parks and facilities report for April 2016.

- The Elm Leaf Master Plan has already been passed and Mr. Barrett would like to discuss a proposal by HRG to prepare construction drawings for Elm Leaf Park Phase I Recreation Improvements. This will be placed on the agenda next week for Council's consideration.
- The swimming pool rates will be established through a Resolution and a proposed rate increase from \$200 to \$250 for private pool parties.

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

ZONING AND PLANNING

Mr. Moeller reported the following meeting dates and times:

- The Planning Commission did not meet in May.
- The Zoning Hearing Board will also not meet in May.
- The monthly Zoning and Planning report will be discussed at the next meeting.
- The Comprehensive Rezoning Project will be discussed at the Public Hearing next Tuesday, May 17, 2016 at 6:00 pm.

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

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PUBLIC SAFETY

Mr. Ducker announced not all Monthly Activity Reports have been received for the month. He advised the Volunteer Fire Departments know that only a quarterly report is needed.

- Mr. Ducker asked Chief Scott about the request for two officers to attend the CALEA Conference held in Baltimore. His concern is for two officers to be gone four days without creating overtime along with the necessity of them attending all four days. The Chief explained due to the schedule neither would create overtime and it is necessary to attend all four days to meet standards set by CALEA. The Chief provided Mr. Barrett with a detailed list of these classes. The Mayor and Mr. Ducker continued their discussion about State accreditation compared to CALEA accreditation.
- Lastly, Mr. Ducker announced that National EMS week is from May 15-21 and that BEMS will be asked to make a brief presentation at the Regular Meeting.

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

PERSONNEL

Mr. Scott does not have a formal monthly report.

- Mr. Scott said an updated 2016 Salary Resolution is for Council to review and this would then need to be adopted at the next meeting.

NEW BUSINESS

- Mr. Barrett explained a letter on April 23, 2016 was received from the Baldwin Library expressing their interest in relocating to the Leland Center. It was discussed if the Leland building would accommodate the Library with the structural engineer. Capital repairs are needed for the roof and it is a large renovation project that would require recommendations from Council.
- Members of the Library Board discussed with Council their positive outlook for moving forward into Leland. Several meetings and potential ideas for funding for this project have been addressed. The Keystone Grant comes out every two years with a maximum of \$500,000 partnered with the municipality as criteria to have the state help fund this project. Two key dates are May 31st to provide the state with intention for the funding and then the application deadline would be by October 7th. They would know by June if their criterion was met.
- Mr. Barrett explained the concept would need to be designed to move forward with this project.

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

Lance Davis of 5345 Ranchview Drive addressed Council with questions about the Equalization Basin in Colewood Park. Mr. Barrett addressed Mr. Davis' questions. Mr. Davis opposes the

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installation of the tank and is concerned over the wildlife and quality of life impacted by the project.

Rick Jenks of 5401 Overland trail, spoke about the potential ordinance restricting parking of commercial vehicles on residential streets. He asked that Council take into consideration that a lot of people have vehicles that residents take home from work and it provides their income. It may be difficult for these people to park these vehicles in areas of the Borough.

M-1 *Mr. Ducker made a motion to enter Executive Session; second by Mr. Behers. Upon vote, motion passed unanimously.*

Council entered Executive Session at 9:32 p.m.

Respectively Submitted,

BOROUGH OF BALDWIN
John Barrett
Borough Manager