

MINUTES TO AGENDA MEETING OF AUGUST 9, 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, August 9, 2016.

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

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

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.

- Patty Antenucci of 120 Fredrick Court is asking about the noise coming from Tomko Construction located on Streets Run Rd and is from 7 pm until 7 am. They would like to see if a noise ordinance is in place that can be enforced. Mr. Barrett explained the activity on Streets Run Rd. is coming from contractors of the Joseph B. Fay Company a sub of PennDOT for the Liberty Bridge reconstruction project. Mr. Barrett is aware they are receiving deliveries from the contractor throughout the night. The Borough's has reached out to PennDOT to ask for a solution. If prompt attention is not given, then the Borough can issue a citation for violation of the nuisance ordinance.
- Virginia Allen of 4006 Willet Road lives at the bottom of Willet Road and has difficulties in backing into her driveway. It was recommended that she contact the Police Department for assistance.
- Nikki from Bohn Cycle, 2015 Sawmill Run Blvd., spoke to Council about her ideas concerning Ordinance No. 872, regulating recreational vehicles in the Borough. She asked for more clarification with language in this Ordinance. The following was discussed: the definition of dirt bike track vs. trail, operation hours, distance from a house, riders having proof to go on someone else's property and insurance. Mr. Lederman asked she send Mr. Barrett her written comments.
- Mr. Bohn of 5707 Koefler Ave., explained as a good gesture, he has been placing signs in the woods to alert bikers to have respect for the neighbors pertaining to noise and to stay off the road. He has walked most of the trails and they are not wondering out on the road as in the past. The word is getting out in the riding community to follows these rules, he found this to be a positive approach so far.
- Patty Miskiewicz of 169 Barthwood Drive asked for assistance with a stormwater concern. Mr. Barrett explained he knew of her issue previously and will work with the engineers to look into this matter.

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ENGINEER'S REPORT

Mr. Larry Souleret submitted his monthly report on August 16, 2016 summarizing activity from the last Council Meeting. Specifically, Mr. Souleret reported on the following items:

- 2016 Road Improvement Program - He listed all the roads at this time that are complete and are hoping to be completely finished within the next three weeks before the start of school. They would be requesting partial payment for this program at the next meeting.
- The Paramount Storm Sewer- a couple sections of this pipe are in need of repairs with the Borough pipe being blocked. They will have Robinson Pipe camera this and hopefully can find where it is blocked as it is the Borough's responsibility.
- Contract No. 14-S1 - The Equalization Tank and Lift Station, Mele, Mele and Sons Construction will be clearing the tank site and it should be completed next week.
- Contract No. 14-S2 - Guyer brothers will be doing the sewer pipe work and are currently working on Curry Rd. near the Bob Bets Lounge. A few complaints were made about vehicles running the stop signs and the engineer sent out letters to the contractors.
- The LR-30 SSO- Field topography surveys and a field layout was completed in the beginning of August.

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. Michael Lederman said he will continue to amend Ordinance No. 872 to simplify the language and be less restrictive. Limitations were defined in the document so it wouldn't encompass vehicles that shouldn't be regulated. He explained it's not as inclusive as the original draft. Mr. Fischer and Mr. Stelmasczyk asked about the fees associated with this Ordinance and by definition of the length of the vehicles prohibited.
- Mr. Stanley Lederman explained the Community Day funds have been returned to the Borough.

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 Mayor was asked by Council to provide a more detailed report about the DUI Grant. He explained the Federal Government gives the State the money and the State then decides how they want to distribute this. The State of PA chooses not to have reimbursement for fringe benefits. Mr. Ducker asked further questions on the grant and his concern was the language in the Grant that was unclear.
- On July 30, 2016 the Police Department was accredited by CALEA and also certified by PLEAC. He asked Council to attend a small reception with local officials after the Regular Meeting to participate in this recognition of our Police Department. Mr. Ducker asked how much it cost for the Police

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Department to become State Certified. Mr. Ducker expressed concerns over \$30,000 being used to earn CALEA accreditation with another \$3,377.00 charged for a contract extension. He believes the contract extension was paid as a fine and concerned the taxpayers of Baldwin Borough will have to pay \$5,000 every few years to be a part of CALEA. Mr. Barrett explained this is a subscription that would be covered annually. Chief Scott explained the reason for the extension and the need for the certification.

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 introduced LGA Intern, Leah Scott and updated Council on the projects she has been working on. Citizen Engagement was one focus and improving communicating with residents. Leah outlined the Borough enforcement of recycling and providing a funding source for improved recycling bins. Additionally, Leah provided Council with engagement strategies to include; monthly office hours, voicemails and meet and greets with kids (visiting schools and youth organizations) and residents. Recommendations for future Council Meetings included electronically signing in to track attendance, complaints and issues by residents and use this information to resolve complaints within the community. A suggestion box would also be useful for those resident's not wishing to publicly voice their comments. It would make follow up for resident concerns more effective by having more information available other than a sign in sheet with names. She then asked for comments and suggestions from Council. Visiting the schools and engaging people through different platforms were the top choices of Council. Mr. Moeller suggested having someone sit by the table to show residents how to use the electronic sign-in sheet. This issue had further comments and suggestions on how to get resident information in the google program.
- Mr. Barrett spoke about a Waste Management Storm Inlet Cleaning proposal. The service would be to clean the catch basins to remain in compliance with the DEP requirements for the ongoing MS4 reporting requirements.
- Next, an update was given to Council on the Auditorium renovations and have two separate bids as one being for the architect and the other for the HVAC repairs.
- A meeting with the Library Board Director and a consultant took place to discuss A Keystone Grant that could provide up to \$500,000 of support but requires a local match. The deadline for this grant is fast approaching and Council discussed this project.
- Electronic packets were reviewed. Several different versions of the Chromebooks have been tested by members of Council and they provided their opinions on going paperless. It was decided the HP with the larger screen would be purchased.

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

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FINANCE

Mr. Fischer explained everyone has received a Revenue and Expenditure report for July 2016 along with the Real Estate Tax collection Monthly Report, Cash Position report and DEA Officer Revenue & Expenditure Report.

- Mr. Fischer explained at the 7th month we are about 58% of the Budget expended with total expenditures about 47% being well within the budget.
- The Audit RFP received two bids. The bid recommendation from the Borough Manager and Finance Officer is to remain with our current audit firm Maher Duessel, and Mr. Fischer concurred.
- Mr. Fischer explained the mid-year budget review. The Finance Committee and staff have prepared updated 2016 budget numbers for certain line items and will ask Council to formally adopt at the Regular meeting.
- Mr. Fischer stated the Real Estate Taxes have been collected and it is about 95% of the levy collected, in addition the cash flow is in a good position for the year.

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

PUBLIC WORKS

Mr. Behers will provide the Public Works report at the Regular Meeting.

- Ongoing flushing of the sanitary sewers, installing Military Banners and asphalt paving, weed trimming and field maintenance are being completed in the Borough. Mr. Moeller asked for Mr. Behers to check into a complaint of several lights being broken on the Basketball courts.

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 August 2016.

- In addition, a special request for fee waivers for the Baldwin Cub Scouts for the use of Elm Leaf Park every Saturday and Sunday in September and October. It was decided this request would be approved with subject to availability.

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 the following meeting dates and times:

- The Planning Commission August 8, 2016 was cancelled.
- The Zoning Hearing Board will meet on Thursday, August 18, 2016 at 7:30 pm. The monthly Zoning and Planning report will be discussed at the next meeting. The Activity report with citations and complaints were missing from the packet. Mr. Barrett said they will be provided to council before the next meeting.

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- Mr. Barrett explained Council was provided with bound copies of the new Zoning Ordinance along with a new zoning map. Both Planning and Zoning will be provided with the same information.
- Mr. Barrett also explained an application for vacant property on Vernon Ave. will be provided to Council. This will be in the form of a motion for next week.

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

PUBLIC SAFETY

Mr. Ducker announced Monthly Activity Reports have been received for the month.

- He would like to comment that Detective Cortazzo and Officer Hagan did a fantastic job on getting the CALEA accreditation and all of the other officers involved. He wanted to note, although we are CALEA Certified, this is not needed to note how fine of officers we have.

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

PERSONNEL

Mr. Scott explained the necessity to review and rewrite the current Civil Service Rules and Regulations. All of Council was in agreement this should be done. A first draft was provided to Council and the Civil Service Commission for feedback.

Mr. Scott will provide additional information for executive session.

NEW BUSINESS

Mr. Fischer asked Mr. Barrett about Michael Brothers finishing their project on Horning Rd. since the Borough has been receiving complaints. The report provided to Council will show a landscaping plan for the site once the project is completed.

Mr. Stelmasczyk would like everyone to realize that not only is press reporting what Council says at their meetings, but also social media has been reporting what is being said and has misrepresented some of the dialogue. He referenced a reference made regarding Mr. Ducker claiming he belittled the Police Department. Mr. Stelmasczyk stated that he felt Mr. Ducker was only raising appropriate financial questions and that the Councilman has always treated everyone with respect.

Mr. Moeller asked Mr. Barrett about the sewage and flooding on the property on Young Dr. Mr. Barrett explained what is being done to the lateral lines and the blockages on Borough lines. The cost of some of this work was agreed to be paid by the Borough to improve the cleaning of the basement and other necessary items due to the flooding.

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

Nothing to report.

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

Council entered Executive Session at 9:34 p.m.

Respectively Submitted,

BOROUGH OF BALDWIN
John Barrett
Borough Manager