

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

The Regular Meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:30 p.m. on Tuesday, August 16, 2016.

After the Invocation and Pledge of Allegiance to the Flag by Mr. Stelmasczyk, 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  
Molly Brennan- Finance Officer (Representing Mr. Barrett)  
Mrs. Diana Behers-Treasurer

Absent: Mr. John Barrett- Borough Manager

Staff Present: Tammi Genilla- Administrative Assistant

Special guests: Mr. David Hickton, U.S. Attorney for Western PA and John Palmiere, Allegheny County Council

## 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 July 12, 2016; second by Mr. Behers. Upon vote, motion passed unanimously.*

**M-2** *Mr. Fischer made the motion to approve the Minutes the Regular Meeting of July 19, 2016; second by Mr. Behers. Upon vote, motion passed unanimously.*

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

The next item is not on the Agenda, but Mr. Fischer brought to Council's attention a story that was in the South Hills Record. It explained how Austin Rust, of Baldwin Cub Scout Troop #338, asked for Borough permission to install three "Little Free Libraries" he built while working toward his Eagle Scout Rank. Mr. Fischer added his appreciation to Austin for these libraries and how they have provided convenience, accessibility and community service in Baldwin. Council would like to congratulate Austin and present him with a certificate of commendation.

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

## RECOGNITIONS

On July 30, 2016, the Baldwin Borough Police Department received its Accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA). This requires our Police Department will be better trained, accountable for international standards that must be followed; in addition, CALEA will audit the department on a regular basis to make sure they are following these standards. After an onsite assessment of the Department's policies, procedures, management operations, support services, and many interviews, the Baldwin Borough Police Department was presented with the CALEA Gold Standard Assessment (GSA). The Mayor would like to congratulate Chief Michael Scott, Detective Tony Cortazzo, and Officer Keith Hagan who worked many hours toward this accreditation, along with all the officers in the department.

The Mayor then introduced David Hickton, United States Attorney for Western Pennsylvania. Mr. Hickton commended the Department for the achievement and commented on the benefits of being a certified law enforcement agency through CALEA. He would like to salute the Chief, Police Department and everyone for this great development.

Next, John Palmiere, Allegheny County Council presented a proclamation to the Baldwin Borough Police Department for the CALEA Certificate of Advanced Accreditation. County Councilman Palmiere described a few of the CALEA standards and congratulated the department for the accomplishment.

In addition to the national accreditation, the Baldwin Police Department became accredited June 21, 2016 by the Pennsylvania Law Enforcement Accreditation Commission (PLEAC). With this recent accomplishment, the department joins 106 other departments currently recognized by PLEAC. Rep. Palmiere presented the Baldwin Police Department with this accreditation award.

Chief Michael Scott would like to recognize all the Police Chiefs that are in attendance this evening and appreciate their support.

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

Mr. Stelmascyk asked the audience if they would like to address Council on anything that is on the Agenda.

Gail Dobson-Mikush approached the podium to congratulate Chief Michael Scott, Detective Tony Cortazzo, Officer Keith Hagan and the Police Department for both the CALEA and PLEAC awards. In addition, Ms. Dobson-Mikush presented the Baldwin Police Department with a certificate of appreciation.

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

Stephanie Paul of 174 Joseph St. approached Council with a speeding complaint. In addition, she asked for assistance with an abandoned property located at 207 Joseph Street. The condition is deplorable and the neighbors would like something done. Mr. Stelmasczyk gathered additional information and offered to have the Code Enforcement Officer visit the property.

Mr. Stelmasczyk asked if there were any other questions about an agenda item, none were asked.

## ENGINEER'S REPORT

Mr. Souleret noted his report from August 4, 2016 summarizing activity since reviewing it with Council at the Agenda Meeting on August 9, 2016. He does not have any additional items to add to this report and asked if anyone had any questions pertaining to any other Engineering item, no questions were asked by Council. He did ask for the following motions:

Mr. Souleret explained the motion is pertaining to the 2016 Road Program and payment to the contractor:

**M-3** *Mr. Scott made the Motion to Approve Partial Payment No. 1 to Michael Facchiano Contracting, Inc. for Contract No. 16-R01, 2016 Roadway and Storm Sewer Improvements, in the amount of \$65,153.50 per the Recommendation of the Borough Engineer; second by Mr. Behers. Upon vote, one (1) no vote from Mr. Fischer. The motion passed.*

Mr. Fischer believes that Facchiano should not be given the opportunity to be awarded contracts with the way the Borough has been treated with regards to the property on Willett Rd.

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 explained the recently concluded litigation with the Community Day Association who has returned money to the Borough. He further explained once a charitable organization seizes, they must take the funds remaining and return them to another organization that serves the same charitable purpose.

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 July were 604 and calls given to police from 911 were not available. He read a brief overview of activity for and K-9 Officer Niko with Officer Parrotta and K-9 Officer Ajay with Officer Pagane.

The Mayor would like to invite anyone wishing to stay after the meeting for refreshments and celebrate the accomplishments of the Police Department.

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

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

Mr. Fischer asked the Chief or Mayor, in reference to CALEA, are their procedures that pertain to K-9's, officer usages? The Chief shook his head yes.

## ADMINISTRATION

Molly Brennan, Finance Officer represented the Administration in Mr. Barretts absence. Ms. Brennan introduced three (3) formation motions needed by Council:

The first is to approve a contract with Waste Management for cleaning of catch basins in the Borough for \$84.50 per basin for a three year period. Mr. Stelmasczyk added they have roughly 1200 catch-basins and they will be done over a three year period at a good price. In addition, Mr. Scott added that Waste Management will video and camera all of these basins per the consent order with the DEP and will free up our own Public Works Department.

**M-4** *Mr. Fischer made the motion to approve the Industrial Waste Services & Disposal Agreement with Waste Management; second by Mr. Behers. Upon vote, the motion passed unanimously.*

The next two motions are similar as they are for RFP's for renovations for the auditorium. They are two separate motions; however they included both motions as one.

**M-5** *Mr. Fischer made the motion to Advertise for RFP 2016-07 for Borough Auditorium renovations and Advertise for RFP 2016-08 Advertise for RFP 2016-08 for Mechanical, Electrical, & Plumbing Engineering Services for Borough Auditorium renovations; second by Mr. Scott. Upon vote, the motion passed unanimously.*

Mr. Moeller asked for clarifications regarding these motions. Ms. Brennan described how the mechanical work is significant and a large expense and is preferred to be done by a direct contract rather than a subcontractor. Mr. Souleret offered his agreement with splitting the contracts for this one project.

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

## FINANCE

Mr. Fischer noted the monthly financial reports with Revenues and Expenditures as well as the current cash position at the Agenda Meeting. He said through seven months, 58% of the budget and 47% on the expense side of the budget. 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 July 2016. Mr. Fischer would like to ask for the following motions:

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

**M-6** *Mr. Fischer made the motion to approve the Treasurer's Report for July 2016; second by Mr. Conley. Upon vote, motion passed unanimously.*

**M-7** *Mr. Fischer made the Motion to Ratify Bills in the Amount of \$1,037,971.23 and approve bills in the amount of \$269,878.33 for a total of \$1,307,849.56; second by Mr. Conley. Upon vote, motion passed unanimously.*

Mr. Fischer explained an RFP was advertised for audit services and to move forward with Maher Duessel.

**M-8** *Mr. Fischer made the motion to award RFP 2016-06 for Borough Auditing Services for 2016-2018 to Maher Duessel; second by Mr. Moeller. Upon vote, motion passed unanimously.*

The Finance Committee has been working on budget transfers and a mid-year adjustment to some line items in the budget, and Council reviewed last week.

**M-9** *Mr. Fischer made the motion to Approve Mid-Year 2016 Budget updates; 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 noted Public Works is continuing their efforts with the flushing of the sewers within the Borough. The additions of Military banners have been installed throughout areas of the Borough with more being added.

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

## PARKS AND RECREATION

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

**M-10** *Mr. Conley asked for a motion to approve the August Blanket Approval List for the Borough parks and facilities; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

**M-11** *Mr. Conley asked for a motion to approve a request from the Pittsburgh Mercy Health (Macassar Dr.) for the use of the auditorium on Saturday, October 22, 2016 from 11:00 am – 3:30 pm (set up on Friday, October 21<sup>st</sup> from 12-3 pm) for their October Halloween Dance. They are again asking for a fee waiver; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

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

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

## ZONING AND PLANNING

Mr. Moeller reported the Planning Commission Meeting was cancelled July 11, 2016 at 7:30 pm.

The Zoning Hearing Board Meeting scheduled for August 18, 2016 at 7:30 pm.

He noted everyone had their Building Inspection Monthly reports:

July 2016 fees collected a total of \$12,099.51 compared to \$10, 271.85 for July 2015.

The YTD fees collected for July 2016 were \$44,450.45 compared to \$90,569.85 in 2015.

The large gap is due to last year with fees in new commercial property, The Crossroad Towers at the Cloverleaf.

Mr. Moeller asked for a motion to approve a Resolution for vacant property:

**M-12** *Mr. Moeller made a motion to approve **Resolution No. 2016-08-17** confirming that the acquisition and subsequent disposition of the vacant property known as 136-A-46 would be in accord with the Baldwin Comprehensive Plan.as an applicant of the vacant property recovery program; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Mr. Moeller.

## PUBLIC SAFETY

Mr. Ducker noted everyone has received the Volunteer Fire Department Monthly Activity Reports along with the Emergency Medical Service Monthly Report.

BEMS Chief, Bill Plunkett was asked to share the important news recently pertaining them. Chief Plunkett explained Baldwin E.M.S. has been named the 2016 EMS Service of the Year (Large Volume Division) by the PA Emergency Health Services Council (PEHSC). He would like to personally thank all of our partners both internally and externally those who impact our organization and allow us to be recognized at this level.

Mr. Stelmasczyk would like to offer his congratulations on this award.

Mr. Ducker would like to offer his congratulations to the Police Department and personally thank Detective Cortazzo and Officer Hagan for their efforts in completing what was necessary to complete the CALEA Accreditation. He also thanked each officer who put their lives on the line when they are working.

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

# MINUTES TO REGULAR MEETING OF AUGUST 16, 2016

---

## PERSONNEL

Mr. Scott had nothing to report for tonight's meeting. We are in the process of reviewing the Civil Service Regulations and it is in the final phase.

## NEW BUSINESS

Mr. Stelmasczyk asked if anyone from the audience would like to address Council with anything related to Borough business. No one approached the podium.

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

Mr. Sandy Bennett, previous Mayor of Baldwin, would like to thank Council for giving the Police Department the opportunity to be accredited by CALEA. This gives the residents a better Police Department which makes a better community.

Mr. Tim Joyce, came as a Representative of Senator Brewster's Office, would like to thank the Police Chief, Mayor, Council and the residents who have supported the efforts of the Baldwin Police Department.

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

**M-13** *Mr. Moeller made the motion to adjourn; second by Mr. Fischer. Motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett  
Borough Manager