

# **MINUTES TO AGENDA MEETING OF OCTOBER 11, 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, October 11, 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. Ed Moeller  
Mr. John Conley- Vice-President  
Mr. Michael Stelmasczyk-President  
Mr. David Depretis-Mayor  
Mr. Jason Stanton - Engineer  
Mr. John Barrett- Borough Manager

Absent: Mr. Stanley Lederman and Mr. Michael Lederman- Solicitors

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 Council

## **ENGINEER'S REPORT**

Mr. Jason Stanton submitted his monthly report on October 6, 2016 summarizing activity from the last Council Meeting. Specifically, Mr. Stanton reported on the following items:

- The McAnulty Road culvert, owned by Baldwin Borough, has a large hole on the bridge deck which will require a total structure replacement. Metal plates have been placed to protect motorists, but that is a temporary solution. LSSE will update Council when further information is gathered.
- Contract No. 16-01 for the Removal of Underground Storage Tanks at the Municipal Building and Leland Center had bid openings October 4, 2016 at 11:00 am. At this time, no bids were received. The fleet has already been transferred to the card system for purchasing gasoline. Without the immediate need for the tanks removal, Mr. Stanton suggests to rebid this in the coming months. Council had a few questions about the 2016 bid and what would be necessary for a successful bid outcome for the removal of these tanks in 2017.
- One item not on the agenda Mr. Stanton would like to discuss is the Phase I- Consent Order and Agreement with the Allegheny County Health Department for our sewer lines that are tributary to ALCOSAN. The Agreement requires the Borough complete a Source Flow Reduction Study. A diagram was provided to Council showing the distribution of the ground water infiltration flow within a defined area that can make up this project area. Mr. Stanton explained the ALCOSAN Green Revitalization of our Waterways (GROW) grant is available to the Borough as a funding source to repair these lines. However, the initiate data suggests the majority of infiltration is from private laterals and not Borough sewer main lines. This may complicate the grant application process. He continued to explain the details of the diagram and what corrective action should be done by the Borough. Council had questions for Mr. Stanton about several issues with this information.

# **MINUTES TO AGENDA MEETING OF OCTOBER 11, 2016**

---

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

## **SOLICITOR'S REPORT**

Mr. Stanley Lederman was not available for tonight's meeting, Mr. Barrett introduced the two Ordinances listed on tonight's agenda:

- Mr. Barrett discussed the potential Ordinance No. 874 restricting the parking of commercial vehicles on Borough streets. The ordinance has been modified to reflect Council's input and the public and the last meeting of Council confirmed the adjustments to be made. The ordinance is in final condition and ready for action at the next Regular Meeting. Mr. Fischer asked about the fine stated in the draft Ordinance as \$50.00. Mr. Barrett explaining the fine would be adjusted to \$100.00 for the final draft.
- Mr. Barrett explained an ongoing discussion of a draft Ordinance regulating recreational vehicles in the Borough, potential Ordinance 872. Council has not taken any action on this item as of date, however, Mr. Barrett asked for input from Council about this Ordinance. Members of Council had several comments about the ordinance defining hours of operation, penalties, the amount of violations allowed and language pertaining to property owners. Mr. Barrett explained this amended Ordinance would need a First Reading and motion to advertise.

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 discussed a request for a handicapped parking space at 3557 Wallace Drive for next week.
- In addition, the traffic study done by Sgt. Kearns on Willett Rd. was explained and presented to Council for comment.
- The Mayor reviewed the reports provided to Council on calls to both 911 and the Borough.

Council had questions on the Police Activity Reports with information provided by Tupper Group. Council requests for them to define separately when officers respond to hospital or emergency calls. Mr. Stelmasczyk asked if anyone had any questions for the Mayor. None were asked.

## **ADMINISTRATION**

Mr. Barrett previously reviewed a few items in addition to his monthly report:

- Council was given a Baldwin Municipal Tree Inventory Summary Report from the Baldwin Brentwood Whitehall Shade Tree Commission. Through grant funding from EDS and The Penn State Center, tree conditions within three communities were addressed. Members of the Shade Tree Commission presented council with a report illustrating the findings of the study. Maps with damaged or failing trees within public property were presented to the Borough for consideration. Council asked members of the Shade Tree Commission about the report and what the next course of action would be for Council.
- Mr. Barrett reviewed the Pipe Replacement Project in the Borough Building. This item was not anticipated for the budget, and he asked Council to review the two proposals received to replace and repair these pipes. Thursday is a scheduled Finance Committee Meeting where this along with the McAnulty Road culvert this expense will be addressed.

# **MINUTES TO AGENDA MEETING OF OCTOBER 11, 2016**

---

- A renewal quote was received for the Borough's Property and Casualty Insurance. BEMS has been given notice that the Borough policy will expire in October of 2016 and sufficient notice was provided to them to secure insurance on their own. Mr. Barrett had asked Council to consider providing BEMS full coverage, but for BEMS to reimburse the Borough for the incremental cost. However, BEMS has contacted Mr. Barrett and advised they will seek insurance independent of the Borough.
- Signature Financial, The Borough Pension Plan advisors, have offered to contribute monetarily to the Annual Volunteer Recognition Dinner in December. He asked if Council is supportive of this sponsorship and would ask the Borough Solicitor before accepting the proposal.
- Next, a request from the YMCA regarding a pool credit for a sewage bill refund from a loss of water due to a leak. Basic repairs were done to their pool, however large amounts of water were lost during the season. Mr. Barrett provided Council with documentation about past sewage bills and asked for discussion surrounding this issue. It was decided that Mr. Lederman would prepare a letter to the YMCA with Council suggestions and restrictions.

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

## **FINANCE**

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

- Mr. Fischer explained at 3/4 of the year we are about 75% of the Budget expended with total expenditures about 59%. The revenues YTD were about \$2,000 better than last year.
- Mr. Fischer discussed the final numbers for the pool ending the season on a positive note. Mr. Barrett explained his discussion with Partyline Catering and the lack of payment to the Borough.
- In addition, he reminded Council of the upcoming October 16, 2016 Finance Committee Meeting. The preliminary budget was discussed with a balanced budget being anticipated for the 2017 year.

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

## **PUBLIC WORKS**

Mr. Behers provided the following updates to Council:

- Public Works has completed the Departmental Budget review for 2017 with equipment and supply needs for the next year listed.
- In addition, Public Works met with the architect for the Elm Leaf Park Project and will perform as much as the work in house as possible to keep costs down. Later in the month, the outdoor storage yard will be updated to create outdoor storage bays. Mr. Barrett explained this in further detail.

Mr. Moeller asked if a detailed listing for Public Works could be provided to Council.

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 October 2016. He listed the two requests for the October Regular Meeting asking for fee waivers.

# **MINUTES TO AGENDA MEETING OF OCTOBER 11, 2016**

---

Mr. Stelmasczyk asked if anyone had any questions since this item was not on the agenda for vote. There were not questions for Council.

## **ZONING AND PLANNING**

Mr. Moeller reported the following meeting dates and times:

- The Planning Commission met on October 10, 2016. Mr. Robert Ieraci provided Council with details of this meeting for Council. A & R Builders submitted a Land Development application to construct a new apartment building. The use is a Conditional Use in the zoning district and the applicant will also need variances from the Zoning Hearing Board before a hearing will be held in front of Council.
- The Zoning Hearing Board will meet on Thursday, October 20, 2016 at 7:30 pm with two items on the agenda. The Monthly inspection report will be discussed 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 announced the BEMS and SBVF Monthly Activity Reports have been received for the month.

An Emergency Management Meeting took place on September 28, 2016 at the Borough Building that Mr. Ducker was unable to attend. He did attend an Award Dinner for the Baldwin Emergency Medical Services, Inc. recognizing them as "EMS of the Year."

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

## **PERSONNEL**

Mr. Scott explained he has nothing to report for tonight's meeting.

Mr. Scott will provide additional information for executive session for personnel matters and the Police Contract.

## **NEW BUSINESS**

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

Mr. Wertlet of Cready Hill Road asked a few questions about the proposed Ordinance on dirt bikes and their existing tracks. Mr. Stelmasczyk and Mr. Scott explained preexisting tracks would not be grandfathered in from previous years.

Lorraine Butler of 4015 Willett Rd. had questions about the Willett Rd. traffic study. Mr. Stelmasczyk read the recommendation from the Police Department and discussion continued for the restrictions on parking on this street.

Mrs. Allen of 4006 Willett Rd. also discussed the parking on Willett Rd. and how it's impossible to back down into her driveway.

## **MINUTES TO AGENDA MEETING OF OCTOBER 11, 2016**

---

***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 9:38 p.m.

Respectively Submitted,

BOROUGH OF BALDWIN  
John Barrett  
Borough Manager