

MINUTES TO REGULAR MEETING OF JANUARY 16, 2018

The Regular Meeting of the Borough of Baldwin Council was called to order by President Edward Moeller at 7:30 p.m. on Tuesday, January 16, 2018

After the Invocation and Pledge of Allegiance to the Flag by Mrs. Conley, the following Council answered to roll call:

Mr. John Egger
Mr. Francis Scott
Mr. James Behers
Mr. Chad Hurka
Mr. Michael Stelmasczyk
Mrs. Marianne Conley- Vice-President
Mr. Edward Moeller-President
Mr. David Depretis-Mayor
Mr. Jason Stanton- Engineer
Mr. Stanley Lederman- Solicitor
Mr. Michael Lederman- Solicitor
Mrs. Diana Behers- Treasurer
Mr. John Barrett- Borough Manager

APPROVAL OF MINUTES

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

- M-1** *Mr. Egger made the motion to approve the Regular Meeting Minutes of December 19, 2017; second by Mr. Behers. Upon vote, motion passed unanimously.*
- M-2** *Mr. Egger made the motion to approve the Re-Organization Meeting Minutes of January 2, 2018; second by Mrs. Conley. Upon vote, motion passed with 1 abstain from Mr. Scott who was not in attendance.*

Mr. Moeller 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. Moeller asked the audience if they would like to address Council on anything that is on the Agenda. No one approached the podium.

ENGINEER'S REPORT

Mr. Stanton noted his Monthly Engineers report from January 5, 2018 summarizing activity for the month. Regarding the previously issued Roadway Sufficiency Report, the Director of Municipal Services, Robert Firek is leading this effort and will review with Council when completed. He does not have any additional items to add and asked if anyone had any questions pertaining to any other Engineering item, no questions were asked by Council.

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

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SOLICITOR'S REPORT

Mr. Lederman explained he has a few items to discuss with Council.

Mr. Lederman said they are finishing title work for the Library making sure the sub-division plans are assigned lot and block numbers to place on the deed.

They will be in court with Mr. Lockaton on Thursday, January 17, 2018.

They are ready to proceed with the condemnation process for the Right of Way (ROW) Agreements for the LR-30, Gardenville project.

Mr. Lederman explained there will be a Motion to Adopt Ordinance No. 888 that establishes a volunteer service credit program. This credit will be provided in the form of an Earned Income Tax credit to members of our Volunteer Fire Companies that meet certain criteria. In conjunction, Mr. Barrett's report establishes a Resolution with the actual criteria.

M-3 *Mr. Scott made the motion to approve adopt Ordinance No. 888 Establishing a Volunteer Service Credit Program. second by Mrs. Coley. Upon vote, motion passed unanimously.*

Mr. Moeller asked if there were any questions for the Solicitor. Mr. Stelmasczyk asked making sure our medics would not qualify for this credit. Mr. Lederman agreed.

MAYOR'S REPORT

The Mayor reported the following for the month of December:

Calls for the month were 387

Calls given to police from 911 were 653

Money collected for the month were \$1415.00

The Mayor provided the monthly activity report for K-9 Ajay for this month.

The Mayor said he has a few additional items not on the agenda, the first letting Council know earlier today, Chief Scott was installed as the new President for Western Pennsylvania's Chief of Police's Association. He would like to congratulate the Chief. Secondly, he described the winter conditions that he experienced while traveling to his son's recent hockey game. He wanted to give praise to the Road Crew in making sure the roads are safe for our residents and those traveling through Baldwin Borough.

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

ADMINISTRATION

Mr. John Barrett submitted his written report to Council at the Agenda Meeting and has a few items for Council to take action on this evening. The first motion is a pay request related Phase I

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of the Elm Leaf Park Redevelopment Project. Mr. Barrett explained the contractor has been delayed due to the weather, but has submitted a bill for work performed recently. Despite the delay, we still anticipate an early spring opening.

M-4 *Mrs. Conley made a motion to Approve Partial Payment Request (No.5) from Stefanik's Next Generation Contracting Co. for the Phase I of the Elm Leaf Park Redevelopment Project in the amount of \$64,602.00 per the recommendation of the Project Architect; second by Mr. Stelmasczyk. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for the Borough Manager. None were asked.

Mr. Barrett explained the next motion is a resolution that the solicitor discussed previously, related to the Volunteer Service Credit that we have adopted through Ordinance No. 888. As a counterpart to this ordinance, we are introducing a resolution that would set forth the criteria for a fire fighter to qualify for the \$300 earned income tax credit. Mr. Barrett provided the dates for submission and the eligibility for those who qualify.

M-5 *Mr. Stelmasczyk made the motion to Adopt Resolution No. 2018-01-01 Establishing Program Criteria for the Volunteer Service Credit Program; second by Mr. Scott. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for the Borough Manager. None were asked.

The next motion is for a staff member that is stepping aside. Finance Officer, Molly Brennan, will be leaving and this is a motion to advertise for position.

M-6 *Mr. Stelmasczyk made a motion to Advertise for the Position of Finance Officer/Asst. Borough Manager; second by Mr. Egger. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for the Borough Manager. Mr. Scott would like to thank Molly who moved the Borough forward.

The next motion relates to the developmental workshops discussed at our Agenda Meeting. The workshops will need to be advertised.

M-7 *Mrs. Conley made a motion to Advertise a Special Meeting of Borough Council on Tuesday, February 6, and March 6, 2018 at 7:00 PM; second by Mr. Egger. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for the Borough Manager, none were asked.

Mr. Barrett explained the last motion would be to advertise as we typically issue an Request for Proposals (RFP) for Ground Maintenance for Borough Facilities and Parks. This is a multiyear contract to be advertised for sealed bids.

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M-8 *Mrs. Conley made a motion to advertise for a Request for Proposals (RFP) for 2018-2020 Ground Maintenance Contract; second by Mr. Egger. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for the Borough Manager, none were asked.

FINANCE

Mr. Hurka reviewed the Revenue and Expenditure report with Council last week. He commented on the positive cash position of the Borough and noted that our tax collection rates are very strong. Mr. Hurka would like to ask for the following motions:

M-9 *Mr. Hurka made the motion to approve the Treasurer's Report for December 2017; second by Mr. Scott. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for Mr. Hurka, none were asked.

M-10 *Mr. Hurka made the motion to Motion to Ratify Bills in the Amount of \$729,800.20 and approve bills in the amount of \$666,168.61 for a total of \$1,395,968.81; second by Mrs. Conley. Upon vote, motion passed unanimously.*

Mr. Moeller asked if there were any questions for Mr. Hurka, Mrs. Conley noted that some items in the list of bills are for a one-time payment. For example, donations, the Fire Departments and the library.

PUBLIC WORKS

Mr. Scott reported the salt supplies are good and facilities are fully stocked. As far as contractual, the borough has met a minimal requirement under the SHACOG contract. We still need to purchase from our COSTARS contract to meet the minimum amount.

The crews have been out clearing off the streets making them safe for driving. The Public Works Department has been doing cold patching throughout the Borough. We have received phone calls giving credit to the public works department and all their hard work.

Mr. Moeller asked if there were any questions for Mr. Scott, none were asked.

PARKS AND RECREATION

Mr. Stelmasczyk explained we have three groups with dates throughout 2018 that are asking for the auditorium.

M-11 *Mr. Stelmasczyk made a motion to approve the January 2018 Blanket Approval List; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

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ZONING AND PLANNING

Mr. Egger reported the Planning Commission meeting was cancelled for Jan. 8, 2018. Also, the Zoning Hearing Board meeting was cancelled for Jan. 18, 2018.

Mr. Egger noted the Building Inspection Monthly report:

- The report shows a total of 136 items issued for December 2017
- The YTD total of 1204 were issued for 2017.
- YTD total fees collected were \$129,219.97 for 2017.
- YTD fees for 2016 were \$92, 682.79
- This is a 39.4% increase due to an increase in residential and commercial building permits.
- Mr. Egger noted the report shows the Borough is moving in the right directions.

Mr. Moeller asked if there were any questions for Mr. Egger, none were asked.

PUBLIC SAFETY

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

- BEMS had 290 calls with a 7.1-minute response time

The Volunteer Fire Departments:

- South Baldwin had 20 incidents with a 6.4 minute in response time
- Option Fire had 25 incidents with a 7.2 minute response time
- Baldwin #1 had 26 incidents with a 7.6 response time

Mr. Moeller asked if there were any questions for Mr. Behers, Mr. Stelmasczyk in reviewing the reports, said that Option Fire had a high percentage rate of false alarms. He sees this as a waste of money and ask Chief Jim Barbour of Option Fire, to provide a more detailed report of false alarms they respond to and how they could be reduced.

Mr. Hurka explained responses to false alarms at the Residents of South Hills complex. Most alarms are due to either malicious intent, pulled by children playing, or someone smoking. By the time the Fire Department arrives, the scene is clear of what caused the alarm to go off in the beginning. Mr. Hurka feared that an attempt to impose a fine for this activity could result in tenants being steered away from reporting suspected fires, which would pose a public safety risk. Mr. Stelmasczyk wants to have a meeting with the owners of ROSH and advise them of our Ordinance allowing the Borough to bill them for false alarms. He believes the meeting should have taken place a while ago to see why a large percentage of alarms are occurring.

Mr. Hurka said the bigger issue is the fire alarm systems is not directly connected to the county dispatch. They get called in by a resident and then dispatch has the fire companies respond. Several instances occurred where fire alarms have gone off for a long time without being reported. Mr. Stelmasczyk believes that property owners should be forced to have a company monitor all of ROSH to help cut down on the amount of false alarms.

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It was agreed that a meeting should take place to discuss the current situation of the high volume of fire alarms. Also, Mr. Behers will take this information to the Public Safety meeting to share the Boroughs concerns.

Unrelated to the fire alarms, Mr. Scott remembered the previous management company of ROSH had an outstanding list of maintenance items to complete. He would like the projected meeting to include this, and for a report to be issued showing progress.

Chief Plunkett, explained the National Incident Management System (NIMS) training which members of Council are required to take. Chief Plunkett has volunteered to coordinate a training session with Council to help them become certified.

PERSONNEL

Mrs. Conley explained they were interviewing for openings on the Boards and Commissions, with a few more candidates to interview. Mrs. Conley will ask for the motion for Council:

M-12 *Mrs. Conley made a motion to appoint Charlotte Hagan to the one (1) year term for the Vacancy Board; second by Mr. Scott. Upon vote, motion passed unanimously.*

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

Mr. Scott asked on the status of officers. Chief Scott explained that Officer Snider will be returning, but he has training to complete before he is officially allowed to be out on the road. Mr. Scott would like to thank Mr. Barrett and Mr. Stelmasczyk for pushing this item forward because it was not being addressed.

Mr. Moeller asked if there were any additional questions for Mrs. Conley, none were asked.

NEW BUSINESS

Mr. Egger asked about dye testing and our efforts to remove illegal connections. Mr. Stanton replied that we have identified the need to conduct these tests in targeted areas. Mr. Egger asked when they get the dye test completed, if they find a problem, it is 100% up to the homeowner to get the issue fixed. In addition, Mr. Barrett explained the Borough offered Service Line Warranties of America (SLWA), for those homeowners that may be at risk. Mr. Egger would like Council to consider the financial burden placed on the homeowners and if they would consider solutions to help lower the cost for homeowners affected. He had some ideas and would like to discuss this with Council.

Council agreed this a problem for homeowners, but they would need to discuss the matter at the next Agenda Meeting in February.

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

The meeting adjourned by Mr. Moeller at 8:16pm

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- M-13** *Mr. Egger made the motion to adjourn; second by Mr. Behers. The motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett
Borough Manager