

MINUTES TO AGENDA MEETING OF FEBRUARY 14, 2017

The Agenda meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:00 p.m. on Tuesday, February 14, 2017.

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

Mr. Ed Moeller
Mr. Kevin Fischer
Mr. Francis Scott (via phone)
Mr. Michael Ducker (via phone)
Mr. John Conley- Vice-President
Mr. Michael Stelmasczyk-President
Mr. David Depretis-Mayor
Mr. Jason Stanton- Engineer
Mr. Michael Lederman- Solicitor
Mr. John Barrett- Borough Manager

Absent: Mr. James Behers and Mr. Stanley Lederman- Solicitor

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.

Mr. Barrett asked Mr. Peter Daley, attorney for The Old Mexico of West Mifflin, who is applying for a Liquor License Transfer to speak at this time. Mr. Daley offered his thanks to Council and provided details of the lease signed for the former Pan Asian Restaurant and Bar located on Clairton Road. His client would like to transfer their liquor license from the current location, to this new site in the Borough. He asked for Council's consideration.

Mr. Barrett said from a zoning perspective, it complies with the ordinance and he would like to see the building occupied. The Solicitor has reviewed the documentation and has worked with Mr. Daley to get the approval into our format. If Council does not have any objection, this item will be included on our Regular Meeting Agenda for formal consideration.

ENGINEER'S REPORT

Mr. Jason Stanton submitted his monthly report on February 9, 2016 summarizing activity from the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

- The Pleasant Hills Authority is in the process of re-bidding a public contract for the sewage treatment plant expansion. When completed, Council will be updated on the results.
- The LR-30 Project is progressing with the delivery of drawings and the ROW exhibit drawings to Mr. Barrett and Mr. Lederman. They detail the ROW's that would need

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approval from property owners. Once the draft form of the agreements are read, he suggests a public meeting to meet with the property owners for their approvals.

In March, he suggests the engineers and managers of Baldwin, Whitehall and Bethel Park should meet and discuss the impact this project will have on traffic patterns.

- The contractors for the Equalization Basin are working on the wet well and inside piping. LSSE would be making a recommendation for payment No. 5 to Mele & Mele & Sons, Inc. in the amount of \$363,535.56 at the Council Regular Meeting.
- Guyer Brothers does not have a pay request, as they have not been on site due to the weather. Mr. Barrett asked if a gravel road could be installed for the trucks going in and out of the park to become less of an impact on the surrounding area with the current conditions. Mr. Stanton would speak with the contractor and keep this in mind.
- Mr. Stanton previously discussed with council a pipe defect on a sewer line on Joseph Street behind the Shop n Save located within the ALCOSAN service area. This is approximately 33 feet deep and Robinson Pipe has submitted a proposal to repair the defect trenchless. Given the condition of the line, and the immediacy of the project, the Manager and Solicitor were consulted before securing a price with Robinson Pipe for the work. LSSE reviewed the bid, and believes the unit prices and scope of work are appropriate. The work is scheduled for February 15th with this pipe that has been leaking.

Mr. Scott asked why this pipe that is to have lasted at least 20 years, needs repaired. Mr. Stanton suggested that one of two things happened with this pipe. Either it was damaged by a utility, like PAWC or the weight of the host pipe may have given out and cracked.

- Mr. Stanton met with the Public Works Department to complete a field review for the 2017 Road Improvement Program. Probable cost estimates will be provided to Council for review and discussion.

Mr. Stelmasczyk asked about the amount of roads on this new project. Mr. Stanton explained a few of these roads are brought forward from last year's program and an additional six from the Colewood Project. However, the list will change when the final scope of the project is approved.

- Updates on the Glass Run Road Bridge Replacements and Sanitary Sewer Relocation were discussed with the most recent schedule provided by PennDOT to the Borough. Mr. Stanton explained the timelines for each project with the estimated impact it will have on the Borough. Council asked questions on the estimated times and dates of this impact for all projects.
- Mr. Stanton explained Paramount received their Allegheny County Highway Occupancy permit and the site plan is in compliance to our ordinance. They should be submitted their building permits shortly.
- The McAnnulty culvert will need two minor easements on bridge replacements for a replacement of the guiderail. Mr. Lederman was provided with these documents.
- Updates for The Drive Time were explained with Mr. Stanton noting a letter dated January 24, 2017 explained the wall design and lighting permits.
- Lastly, The Cross Road Towers II received comments on their NPDES permit to check if they are in compliance with the storm water regulations, LSSE provided that letter today.

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Additionally, Council discussed the list of streets on the 2017 Road Program and their concerns. Mr. Barrett would like to get this ready to be advertised for the upcoming meeting to receive a promising bid for the project.

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

SOLICITOR'S REPORT

Mr. Lederman explained the liquor license from West Mifflin to Baldwin for Old Mexico currently located in the Century III Mall has already been discussed and should be ready for approval at the Regular Meeting.

Regarding the ROW's on the new project on Gardenville Rd. and will get the agreements to them to Mr. Barrett before the meeting next week. He would like to move forward on getting these agreements signed to avoid the appraisal fees.

Additional discussion will be in executive session.

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

MAYOR'S REPORT

Mayor Depretis will give his report at the next meeting.

Three Traffic Resolutions are included for Council's consideration. They have been conducted by Sgt. Tom Kearns. Lastly, a letter sent to the Mayor from Rep. Harry Readshaw stated he will be sponsoring a Concussion Prevention Management Clinic on March 7, 2017.

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

ADMINISTRATION

Mr. Barrett referred to his written report submitted to Council. He mentioned a few items for Council to consider.

The 2017 Road Project and the Gardenville Rd. Project will both be funded by bond proceeds. It has been estimated around \$1.2 million for Colewood, \$700,000 for McAnnulty Rd. and \$2.6 million for the Gardenville project. Mr. Barrett explained we want to seek bids soon for the paving program since expenses have incurred on the McAnnulty Rd Project. At the Regular Meeting, the Borough's Bond Counsel and PNC will give a brief presentation. They will discuss the timeline on the market, answer any questions from Council, and seeking approval to advertise the Debt Ordinance. Mr. Barrett explained the estimated time frame for adoption and the amount of time needed for the closing.

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Next, Mr. Barrett explained the Civil Service Commission, consultant Bill Gamble and Borough consultants had a public meeting on January 17, 2017. They discussed changes to the current Civil Service Rules and Regulations completing the First Draft. Taking into consideration feedback from all parties, Mr. Gamble has provided a revised second draft for Council. Mr. Barrett believes a final adoption of these rules and regulations can be agreed upon for a March or April adoption via Resolution.

Last month, a meeting between Mr. Barrett, Police Chief Scott, Chief Todd Plunkett of BEMS, and the Eat n Park Construction Manager took place to a proposed opening from their parking lot onto Readshaw Way with parking spaces and an entrance to Readshaw Way. Mr. Barrett referred to a schematic of these plans for council to review. It was explained to the construction manager that anything received from the borough would be contingent upon the approval of Whitehall Borough for the associated land development of the restaurant. Chief Plunkett expressed his concerns for the safety of vehicles leaving Readshaw Way and making a left turn onto Rt. 51. Additionally, it was suggested that “No Parking” signs be placed along Readshaw Way. Mr. Barrett asked the Construction Manager to provide more information to Council.

A resolution has been provided from PennDOT for the ownership and maintenance of the traffic signals on Rt. 51. Because these signals were newly installed, new permits were issued and a resolution must be adopted.

Mr. Barrett was pleased to announce another resident submitted an application with the Vacant Property Recovery Program (VPRP) to acquire a vacant lot on Missionary Drive. The Borough Council will be asked to pass a resolution approving this application at the Regular Meeting.

Mr. Barrett has provided Council with three parking studies provided by Sgt. Kearns and would ask for Traffic Resolutions to be adopted next week.

An advertisement was placed for a newly created position of Director of Municipal Services. Several applicants were received and narrowed down to three applicants to interview. This can be discussed further in executive session.

The Finance Committee hasn't met yet for the current year, however they would like to present a fiscal presentation for Council and a proposed March meeting should take place.

Next, SHACOG will be asking for a joint solid waste/recycling contract to be awarded. They are asking for communities to submit a resolution by the end of March with their decision. Mr. Barrett would like to have further discussion with Council and haulers before determining whether we will rebid our contract or look to extend our existing contract.

The Pittsburgh Motel has become an unsafe structure and a safety concern for first responders to the area. The Chief of Police has deemed this location a Nuisance Property, and the Borough has directed a third party, 1-800-BoardUP to intervene and board up all doors and windows. The expense for this work is being added to the existing liens for unpaid sewage and real estate tax. Council discussed the possibility of considering this property blighted, the cost it would be to market the property, and the costs involved for a demolition.

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Lastly, Mr. Barrett has included in the agenda a pay request for the contractor on the auditorium and the current status of the construction. He will continue to keep Council updated on the progress.

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

FINANCE

Mr. Fischer reviewed the Revenue and Expenditure Report for the month. Additional comments on revenues and cash flow with expenses mentioned. Since it is the beginning of the year, these amounts will obviously change heading into the year.

Mr. Fischer asked Mr. Barrett to discuss the details of the Pension Meeting. Mr. Barrett explained the pension reports are now being prepared internally. He explained the reports provided for the last part of the year showed the Borough exceeding an 8% target. He said it was a good year and feels they are on track for the first quarter.

Mr. Stelmasczyk asked if anyone had questions for Mr. Fischer. None were asked.

Mr. Moeller asked the movement for the pool concession stand vendor. Mr. Barret said he received a reconciled number with the vendor and they were notified their current contract has been terminated. He explained the 2017 season will now be a self-service with a designated eating area.

PUBLIC WORKS

Mr. Behers was absent and Mr. Barrett reviewed a few items with Council. Public Works have had a continuing problem on Missionary Drive. The roadway was falling toward the woods and the existing guardrail was eroding into the hillside. They repaired the drainage issue and also installed a new guardrail.

In addition, the graffiti was cleaned off the building and the Borough is looking into getting flood lights on this building as well as the front of the Municipal Building. Public Works this weekend had some snow plow activity with the salt supplies still abundant.

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 February 2017. He mentioned the Homeless Cat Management Team cancelled their spaghetti fundraiser that was to take place in April. The GBWAA has requested the use of the Leland Center for their annual softball draft for March 18, 2016.

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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:

No plans were submitted for the Planning Commission, however they had a workshop meeting on February 13, 2017 at 7:30 pm. The Zoning Hearing Board is scheduled to meet February 16, 2017 at 7:30 pm. The monthly Zoning and Planning and inspection reports will be discussed at the next meeting.

Mr. Moeller explained he did not approve the past few month's reports and again is still not able to provide approval for the February Reports. His question to Mr. Barrett is asking how the numbers are figured and provided examples of the previous month's figures. Mr. Barrett explained the numbers come from our GEOPlan permitting software program which doesn't necessarily conform to the line items in the expenditure and revenue report. It was suggested that Mr. Barrett, Anthony and Mr. Moeller review the operation and create an improved report moving forward. Mr. Moeller would also like to show an issue, fee and year to date comparison report from year to year.

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 Monthly Activity Reports have been received with the Fire Activity Reports are not due until March.

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

PERSONNEL

Mr. Scott said Mr. Barrett has already discussed the Civil Service Rules and Regulations with getting a final approval. That's all he has until executive session.

Mr. Ducker asked about the police eligibility list and if we were using SHACOG. Mr. Stelmasczyk and Mr. Ducker had additional questions and were appropriately addressed by Mr. Scott.

NEW BUSINESS

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

No one approached Council.

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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 8:15 pm.

Respectively Submitted,

BOROUGH OF BALDWIN
John Barrett
Borough Manager