

MINUTES TO REGULAR MEETING OF FEBRUARY 21, 2017

The Regular Meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:30 p.m. on Tuesday, February 21, 2017.

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

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

Staff Present: Tammi Genilla- Administrative Assistant

Mr. Stelmasczyk explained to the audience, Council went into executive session prior to the start of the Regular Meeting due to personnel issues.

APPROVAL OF MINUTES

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

- M-1** *Mr. Scott made the motion to approve the Minutes the Agenda Meeting of January 10, 2017; second by Mr. Behers. Upon vote, motion passed unanimously.*
- M-2** *Mr. Scott made the motion to approve the Minutes the Regular Meeting of January 17, 2017; second by Mr. Moeller. Upon vote, motion passed unanimously.*

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

Mr. Stelmasczyk announced that Jordan Williams, a local Boy Scout, will receive a merit badge by attending tonight's meeting while working toward his Eagle Scout Ranking and welcomed him to the meeting.

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Mr. Stelmasczyk explained Bond Council will be explaining the General Obligation Bond for \$4.5 million to fund several Capital Projects for the Borough. Mr. Barrett introduced, Sean Garin from Dinsmore & Shohl LLP our Bond Council and Nick Falgione with PNC Capital Markets LLC our investment banker. Mr. Barrett explained through the 2017 Budget process a number of capital projects were identified including the LR 30 / Gardenville sanitary sewer project, McAnnulty Bridge replacement and an expanded Road Program. The estimated cost is \$4.5 million dollars. Because of the paving schedules and the immediacy of the other projects, these are items that require action tonight to move forward.

Mr. Falgione provided an overview of the bonds and debt service structure. This next bond would be around a 4.5 million dollar project with a fixed rate for 20 years. A small interest payment would be due in November and then principal and interest payments beginning in 2018. The bond would be tax exempt and bank qualified so the Borough would receive a benefit on interest rates. If the sale took place today, the rate would be about 3.5% for 20 years. They are expecting an A rating which is a strong rating for a borough in southwestern PA. He continued to explain the plans to sell the bonds, the closing and explained the budget impact it would have over the next few years.

Mr. Stelmasczyk asked if 20 years is a typical time frame, and Mr. Barrett explained the 20 years accounts for the life expectancy of the projects. The paving would have the shortest lifespan, and the bridge and LR 30 project would be longer. Mr. Scott also asked about the debt service impact with different repayment terms. Mr. Falgione explained how payments would change with different terms.

Mr. Ducker asked if the Borough would receive a more favorable rate if they only used a 15 year instead of the 20 year. Sean explained the rate would go down and the debt service would be increased to pay more each year. However, Mr. Barrett stated the 20 year term was more favorable with our budget, and a shortened repayment term would require more revenue. Mr. Garin will prepare the debt Ordinance which is Council's official action to approve and lock in the rates for a March signing. He asked about running a legal ad that announces the intention to adopt this ordinance. He asked for a formal motion to approve Dinsmore to run this advertisement.

M-3 *Mr. Scott made the motion to approve the advertisement of a potential bond sale; second by Mr. Fischer. Upon vote, motion passed unanimously.*

ENGINEER'S REPORT

Mr. Stanton noted his report from February 9, 2017 summarizing activity since reviewing it with Council at the Agenda Meeting on February 14, 2017. 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 asked for the following motions:

M-4 *Mr. Fischer made the motion to Approve Partial Payment Request (No. 5) from Mele & Mele and Sons for the Lick Run Wet Weather Flow Strategy, contract No. 14-S1. The amount is \$363,535.56 per the recommendation of the Borough Engineer; second by Mr. Moeller. Upon vote, the motion passed unanimously.*

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Mr. Stelmasczyk asked if anyone had any questions or comments for the Engineer. None were asked.

SOLICITOR'S REPORT

Mr. Stanley Lederman explained the Borough has another sewer repair project that we are starting along with the McAnnulty Bridge Project. The new sewer repair project will require the Borough to obtain construction and easements with 35 in total agreements. Mr. Barrett will have a public meeting for all property owners to provide a full presentation on the project. The agreements will be available at the time of the meeting for those agreeing to the easement. An eminent domain and declaration of taking will be filed on behalf of those residents that do not agree to the easement. The Colewood Project was very successful in getting the approval of almost all homeowners, he hopes this will be equally as successful.

Mr. Lederman would like to ask for a motion for the transfer of a liquor license from one borough to another:

M- 5 Mr. Fischer made the motion to approve Resolution No. 2017-02-02 permitting the transfer of Liquor License No. 12905, LID No. 70798 from West Mifflin Borough to 5321 Clairton Road, Baldwin Borough; second by Mr. Behers. Upon vote, motion passed unanimously.

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

MAYOR'S REPORT

The Mayor reported the following:

Calls for the month of January to police were 536

Calls given to police from 911 were 711

Money collected for the month was \$815.00

He read a brief overview of activity for K-9 Officer Niko and K-9 Officer Ajay.

Not listed on tonight's agenda, Rep. Harry Readshaw and Rep. Bill Kortz are sponsoring a concussion clinic on March 7, 2017 at the Baldwin High School.

The Mayor concluded with locations and times estimated for The Rapid Bridge Replacement Project. This work is scheduled to begin in the spring with detailed information on their website: <http://parapidbridges.com>

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

ADMINISTRATION

Mr. John Barrett submitted his written report to Council last month and reviewed it at the February Agenda Meeting. If there were not any questions, Mr. Barrett has a number of formal

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motions needed by Council:

The first item is related to the traffic signals on Rt. 51. After the Highway Project was complete and new lights installed, a 30 day test was completed. Once 30 days passed without a reported incident from the Borough, the signals are turned over to Baldwin. The following resolution is to satisfy PennDOT's requirement to acknowledge the lights are the Borough's to maintain. They gave us an additional resolution with the same name, but we need to identify the streets that are missing. On the agenda streets noted were 51/Irwin with now the addition of Grace/Brentview as our signals as well.

The first motion is to formally adopt this resolution for signal maintenance:

M-6 *Mr. Scott made the motion to Approve Resolution No. 2017-02-03 authorizing an Application for Traffic Signal Approval to the Pa Department of Transportation for S.R. 51 at Irwin Drive, Streets Run Rd. ,Grace and Brentview Dr.; second by Mr. Fischer. Upon vote, the motion passed unanimously.*

Next, Mr. Barrett asked for a partial payment request from the contractors working on the renovation of the auditorium. He asked Council to see the updated improvements as of date. The next meeting will not be able to take place until April when the auditorium is completed.

M-7 *Mr. Fischer made the motion to Approve Partial Payment Request (No.2) from Emmocon Corporation for the Municipal Auditorium Renovation Project in the amount of \$18,990.00 per the recommendation of the Project Architect; second by Mr. Scott. Upon vote, the motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Mr. Barrett, 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 with the year ending positive. He mentioned the presentation tonight by the Bond Council and PNC Markets explaining the \$4.5 million bond for the Borough.

Mr. Fischer would like to ask for the following motions:

M-8 *Mr. Fischer made the motion to approve the Treasurer's Report for January 2017; second by Mr. Conley. Upon vote, motion passed unanimously.*

M-9 *Mr. Fischer made the Motion to Ratify Bills in the Amount of \$849, 4237.59 and approve bills in the amount of \$869,025.46 for a total of \$1,718,463.05; second by Mr. Conley. Upon vote, motion passed unanimously.*

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

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PUBLIC WORKS

Mr. Behers noted Public Works provided a report to Council at the Agenda Meeting. He stated the longstanding issue with Missionary Drive. This roadway was falling towards the woods and the existing guardrail was close to eroding into the hillside. Public Works successfully shored up the hillside and replaced the guardrail.

Additionally, they are patching up potholes, repairing shoulders of the road, and other general maintenance. The Public Works Department has begun preparing preliminary paving locations for the coming 2017 Road Program Contract. They will camera the storm and sanitary lines below grade so any repairs can be done if needed.

Lastly, the snow call out overtime expense has been less as we have not had many wintere weather experiences.

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

PARKS AND RECREATION

Mr. Conley announced the Homeless Cat Management Team cancelled their event for this year.

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

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

ZONING AND PLANNING

Mr. Moeller reported the Planning Commission Meeting did end up meeting on Monday, February 13, 2017 at 7:30 pm for a brief time to discuss items on planning issues.

The Zoning Hearing Board Meeting met on Thursday, January 19, 2017 at 7:30 pm. Two items were on the agenda with one passed and the other one no one showed for the meeting so this item was held over.

He noted everyone had their Building Inspection Monthly reports: He went through these reports and all reports have been approved.

December 2016- fees collected were \$12,861.82 compared to December 2017- fees collected were \$10,421.74

YTD fees collected for 2016 were \$92,682.79 compared to YTD fees collected in 2015 were \$154,966.79 for 2016. A lot of the fees in 2015 were due to the construction of the Cross Road Towers.

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Permits issued in January 2017 were 75 for a total of \$8,057.00 compared to January 2016 fees collected were \$6,360.00 with around a \$1700 increase. Code enforcement had 5 citations, 8 letters and 3 complaints. Referencing a zoning letter provided, the year has begun slow, recycling reports were sent out to commercial establishments for the state authorities to review. Continuing, thorough storm water inspections conducted by the Dept. of Public Works and Engineers have located numerous dump sites that affect our storm water facilities.

Mr. Barrett explained they are doing MS4 enforcement and the Code Enforcement is doing stormwater inspections. Also, Mr. Moeller explained the 2016 building permits are updated on the website under the finance section.

Mr. Moeller asked for the following motion for an application for vacant property:

M-11 *Motion to Approve Resolution No. 2017-02-04 approving the Application to the Vacant Property Recovery Program from Mr. Sean Browne for parcel number **314-M-90** on Missionary Drive; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions for Mr. Moeller. None were asked.

PUBLIC SAFETY

In the absence of Mr. Ducker, Mr. Barrett noted everyone has received the Volunteer Fire Department Monthly Activity Reports from SBVFC along with the Emergency Medical Service Monthly Report.

Mr. Barrett explained that he, Chief Scott, Chief Plunkett and the Eat n Park Construction Manager had a meeting related to their parking lot and desired access to Readshaw Way. Concerns were addressed about the left turn from Readshaw Way onto Rt. 51 along with other concerns and approval from Whitehall Borough. Permits will need to be approved from Whitehall before Baldwin will address the issue.

Mr. Barrett explained the police department has conducted the following traffic studies and have asked Council to consider enforcing these new Traffic Resolutions:

M-12 *Mr. Scott made the motion to Approve Traffic Resolution No. 368-230 adding a No Parking sign between 4834 and 4840 Elmwood Drive; second by Mr. Conley. Upon vote, motion passed unanimously.*

M-13 *Mr. Scott made the motion to Approve Traffic Resolution No. 368-231 adding a No Parking sign near 520 Rosewood Drive; second by Mr. Behers. Upon vote, motion passed unanimously.*

M-14 *Mr. Moeller made the motion to Approve Traffic Resolution No. 368-232 adding a Handicapped Parking Sign in front of 155 MaryAnn Drive until June 1, 2017; second by Mr. Fischer. Upon vote, motion passed unanimously.*

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Mr. Stelmasczyk asked if there were any questions for Mr. Barrett. Mr. Stelmasczyk clarified again that Sgt. Tom Kearns did provide traffic studies first so these resolutions can be approved.

PERSONNEL

Mr. Scott explained a short executive session was held at the beginning of the meeting due to Personnel issues. He did not have anything new to report.

Mr. Stelmasczyk asked if there were any questions for Mr. Scott. None were asked.

NEW BUSINESS

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

No one approached Council.

The meeting adjourned by Mr. Stelmasczyk at 8:15 pm with a motion to adjourn.

M-15 *Mr. Moeller made the motion to adjourn; second by Mr. Fischer. Motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett
Borough Manager