

MINUTES TO AGENDA MEETING OF MARCH 10, 2020

The Agenda meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, March 10, 2020.

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

Mrs. Denise Maiden
Mr. Francis Scott
Mrs. Patty Boyer
Mr. Chad Hurka
Mr. James Behers
Mr. John Egger - Vice-President
Mrs. Marianne Conley - President
Mr. David Depretis - Mayor
Mr. Devante Miles - Engineer
Mrs. Ashley Wagner - Solicitor
Chief Tony Cortazzo
Mr. Robert T. Firek - Borough Manager

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

Mrs. Conley asked the audience if they would like to address Council on anything that is on the Agenda, stating issues concerning the Borough.

Resident Jeff Wagner, previously spoke to council about no-parking signage on the streets in the Borough and the old ordinance that designates these areas. He would like to know if the parking ordinance designating parking or no parking would be reviewed.

Mr. Firek explained the Ordinance is being enforced on a street by street basis when it is determined that emergency vehicles are not able to move safely through a street without problems. Chief Cortazzo also explained traffic studies would be done if any changes to the current Ordinance are warranted prior to a resolution to enact those changes.

VOLUNTEER FIRE DEPARTMENT DISCUSSION

Mr. Hurka began the conversation for the evening to discuss whether additional funding could be given to the fire departments. Conversation took place between Council and representatives of the three Volunteer Fire Departments regarding the future of the volunteer fire departments and the increasing funding difficulties each is experiencing. The VFD's offered that if a Fire Tax would be considered by the Borough, the VFD's would then be in favor of a merger with all the departments into one organization and place their focus on training instead of so much time fundraising.

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In a separate matter regarding Option VFD's current potential purchase of a new pumper truck, Mrs. Wagner will review the letter that Chief Barbour will provide to Mr. Firek describing the timeline of events that occurred for the purchase of a new pumper truck.

ENGINEER'S REPORT

Mr. Devante Miles (Mr. Jason Stanton- absent for tonight's meeting) reviewed the monthly report dated March 5, 2020 summarizing activity since the last Council Meeting. Additionally, Mr. Miles provided brief updates on the following items:

Sanitary Sewer System (Lick Run):

- PHA Quarterly Engineers Meeting was on Wednesday, January 15, 2020.
 - The final paving and site restoration work scheduled remain for spring construction.
 - Electrical/ SCADA coordination completion is nearly completed
- Digester Lid Replacement:
 - Digester No. 2 Lid: Work was completed and lid was operational. Digester building flat roof is included in this contract.
 - Digester No. 1 Lid: The lid is currently being fabricated. Likely PHA will empty in April (depending on the weather).
- Stream Stabilization:
 - Add Alternative No. 1 work will begin the Spring of 2020 with the contractor mobilizing some equipment to the STP site.

LR 30 Phased Partial Parallel Program:

- LSSE is currently evaluating post-construction flow monitoring data and plan to share this with Council in May.

Sanitary Sewer System (Streets Run):

Previous report on this provided by Mr. Stanton with the addition of the Regionalization.

- Regionalization
 - Streets Run Municipal Coordination (by ALCOSAN/3RWW) will begin at the end of March.

Public Works Items:

- LSSE, Mr. Firek and Mr. Lubin had a staff training this morning (per Mr. Firek), additionally a mock PaDEP audit was held on March 10, 2020 to prepare for a potential audit expected in the upcoming year.
- Follow up meeting took place February 19, 2020 with Field reviews conducted. These findings will be presented at the April 2020 Agenda Meeting.

2020 Road Improvement Programs:

- The tentative schedule remains the same.

Developments:

- Mazzarini Subdivision - discussed yesterday at the March 9, 2020 Borough Planning Commission Meeting.

Grading Permit Applications:

- Missionary Partners, LTD (Tomko) grading permit resubmittal was received March 3, 2020. *Mr. Firek provided Mr. Miles with the hard copy to give to Mr. Stanton.*

Mrs. Conley asked if there were any questions for the Engineer. None were asked.

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SOLICITOR'S REPORT

Mrs. Wagner has two items for discussion:

Tax Assessment and Sheriff Sale Notices Received:

- BPAAR (Board of Property Assessments Appeals and Review), Board of Viewer Hearings (where appeals from the BPAAR level go) and also Sheriff Sales. Mrs. Wagner explained the Tax Assessment Appeals Process to Council:
 - The County places a value on every property, the Counties Assessed Value.
 - This value is what local and county taxes are based on and every year the municipalities and or schools, have the ability to appeal the amount and can choose to appeal because of a purchase or sale of a home.
 - Baldwin School District leads this process and the Borough collects if the assessment values are raised. The majority of these assessments are on residential homes not commercial.

Mr. Egger explained the assessments, true market value, and how the School District within a year of purchasing a home, will send a notice they are appealing the assessed value of the home. Council agreed to continue to have the School District file appeals on the assessments and the Borough will be notified of any changes from those appeal hearings.

Code Enforcement Occupancy Permit Findings:

- Mrs. Wagner spoke with other solicitors about the Borough doing occupancies. One suggestion is placing a time limit on an occupancy (for example, 1 year for a rental and 5 years for a single family home)

Mr. Firek recommended to Council to revise the Ordinance to eliminate Home Occupancy inspections at the point of Sale from the current ordinance requirements and the Borough would then be able to concentrate on the Fire Safety Inspections and rental inspections. Currently, the Ordinance says a home inspection is to be done upon point of sale. Mr. Firek asked to amend the ordinance and continue to do the home inspections on new construction and major renovations.

Council discussed this at length along with increasing inspection costs, eliminating some home inspections, and including language with the limitation of liability. Council ultimately decided no changes to the Ordinance were needed other than having Mrs. Wagner review the time limits and language that would release the Borough from current liabilities. She will have it available for review at the next Council Meeting. Council asked Mr. Firek to amend the fee schedule to \$150.00 for initial home inspection and \$75.00 for each follow-up inspection. The fee Schedule change is to be presented at the next council meeting in the form of a Resolution.

Mrs. Conley asked if there were any questions for the Solicitor. None were asked.

MAYOR'S REPORT

Mayor Depretis will give his monthly report at the next meeting, but has one item for discussion:

- Applying for a Grant to help offset the cost for a Record Management System.

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- The Chief explained they are looking to replace Informer, their current system. Grant funding is available for a new system, however the application deadline is March 27, 2020.
- The department will be busy with the upcoming CALEA Accreditation Assessment so time is essential to get this application completed. A requirement of the grant is to show this item is on Council's Agenda for discussion.

Chief Cortazzo stated the CALEA Re-accreditation of the Police Department will be taking place the following week including a public meeting on Tuesday, March 17, 2020 from 6- 7pm (before the Regular Meeting) for anyone wishing to attend and comment on the police department. The Chief also mentioned they will be having a public meeting next week prior to the Regular Meeting, with the CALEA assessors for any comments.

Mrs. Conley asked if there were any questions for the Mayor or the Chief. None were asked.

ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There are a few items Mr. Firek discussed in detail with Council:

902 Grant (Recycling Cans):

- Delivery is scheduled for March 26, 2020, assembly to begin then and distribution to take around three weeks. Flyers will be attached to the cans along with information on the website to educate residents on the distribution and usage for the cans.

Discussion on proposed Ordinance No. 903, revision to Ordinance No. 897 regarding Slaughter of Animals:

- The Manager, Chief of Police and Municipal Services Manager met with the Executive Director of the Bhutanese Community Association of Pittsburgh (BCAP), Khara Timsina. It was discussed that this not be pushed to be passed allowing education within the community first. Then in the fall of 2020 the Borough will evaluate the situation and if necessary revisit this ordinance then.

Commission Vacancies:

- The Manager has received 3 applications as of March 5th and will be asking Council to interview these candidates before the April Council Meeting.

Police Department Collective Bargaining Agreement:

- The Police Contract expires on December 31, 2020 and the Police Union Representatives have sent a letter to the Borough noting their desire to negotiate a successor agreement.
- Mr. Egger and Mrs. Conley will participate as the Council Negotiating Committee.

PSAB State Budget Update Item:

- The current Budget proposed by the Governor has all municipalities being levied a fee for state police services even those communities with their own local police departments who do not utilize the Police services such as Baldwin. Mr. Firek asked Council if he could send a letter to the Borough's State Representative's and

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State Senator voicing the Borough's opposition to this. Mr. Firek received Council's approval, on their behalf, to send the letter.

Colewood Park Tree Planting by the Tree Commission:

- The Tree Commission is receiving funds from Tree Pittsburgh and is asking to plant 15 trees in the new Colewood Park soccer field area. The Manager spoke with The Tree Commission on particular trees and their placements in regard to the fields and other areas common areas.

Property Tax Proposals:

- The Manger has provided all of Council a copy of the two proposals for Property Taxes Collection agencies for their review. Discussion took place at length about both proposals as the current contract is open-ended. Finance Officer, Caitlin Hornyak, has provided Council with information on both companies.
- It was decided that Council interview both companies in the near future.

Resolution No. 2020-03-05:

- Mr. Firek explained that planned in the budget was the replacement of four Police Cruisers. However, only one will be ready in a few months from a March 2019 order.
- With the current company unable to successfully fill the orders, the Chief found another dealer through COSTARS that will fill the remaining purchases. They are to deliver three vehicles within the next month. As such a resolution for the financing of one of those is required with a total vehicle cost including the police equipment of \$46,142.52.

Pool Management Proposals:

- One Proposal has been received so far by American Pool from the RFP that was submitted. Jeff Ellis Management Company will not be submitting a bid with no other companies providing service to our area. Municipal Services Manager, Randy Lubin discussed options for Council's consideration about the pool before the season begins.

Meeting with Fire Department Chief's and Presidents:

- This was the first item on tonight's agenda and several topics were discussed at length. Mr. Firek provided Council information that would be pertinent to the meeting so they would be well informed on all items.
- The solicitor along with Council will again review all documents and information and will provide an update at the next meeting.

Mr. Firek will discuss the remainder of his items in executive session.

Mrs. Conley asked if there were any questions for Mr. Firek. None were asked.

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FINANCE

Mr. Hurka said Council should have received the Monthly Financial Reports. He will provide his report at the next meeting.

Mrs. Conley asked if there were any questions for Mr. Hurka. None were asked.

PUBLIC WORKS

Mrs. Boyer said Council should have received the Monthly Report for Public Works. She will provide her report at the next meeting.

Mrs. Conley asked if there were any questions for Mrs. Boyer. None were asked.

MUNICIPAL SERVICES MANAGER

Mr. Lubin reviewed his monthly report for Council:

Utility work:

- Casper Colisimo are installing waterlines for Paw along Wallace, Barbara, Wilson, and parts of Steiner, Bour and Soulier St.
- Gasline replacement work is on Penn St, Old Clairton, Grace St, Brentview, Springdale, Troit, and Ruthwood

Elm Leaf Park Phase II:

- Work began in January and Pay Request No. 2 will be placed on agenda for approval at next week's 3-17-20 council meeting.

MS4:

- DPW is working on action items identified in the new Permit Year 2-Outfall Screening and Testing results list provided by LSSE dated October 16, 2019. Catch Basin cleaning, and annual CB inspections are scheduled as weather permits.

2019 Roads:

- McKee Dr. paving remains as well as a few outstanding punch list items that will be addressed in April

Municibid Update:

- 2009 Ford 350 (\$6,600.00) and 2001 Vactor Flusher (\$26,000.00) were sold. The 2006 Jeep Commando Sport is currently for sale on Municibid and is anticipated to be sold this month.

SHACOG PW Advisory Committee:

- Discussed Salt Storage options due to our regions mild winter season, if accepted obligates to an automatic renewal option for year 2 of current agreement.

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CDBG Year 47:

- Discuss interest in CDBG Year 47 pre-application timelines for structure demolitions (fall 2020) . Minimum projected cost \$20K with a Borough match TBD contingent on application approval.

2020 Road Program:

- Initial review of roads for North Baldwin was completed. Roads selected for this year's Paving Program were discussed in detail along with informational material for looking into a 1-3 year plan of additional paving needed, including opinion of probable costs.

Mrs. Conley asked if anyone had any questions or items for Mr. Lubin. Mrs. Boyer asked about paving on Eileen Dr. and work with Paynter Elementary: is this going to overlap. Mr. Firek has discussed the conflict with Dr. Randal A. Lutz, Superintendent of the Baldwin-Whitehall School District in hopes of avoiding any.

PARKS AND RECREATION

Mrs. Maiden said the items on the March Blanket List would be discussed at the Regular Meeting.

Mrs. Conley asked if anyone had any questions for Mrs. Maiden. None were asked.

ZONING AND PLANNING

Mr. Egger will provide his report at the next meeting.

- The Planning Commission Meeting was held on Monday, March 9, 2020. Mr. Egger explained one item was discussed in the meeting -- R1 and R2 lots with the recommendation of the Planning Commission to combine them into one.
 - The Planning Commission also would like to come before council and speak about the RT. 51 Overlay District.
- The Zoning Hearing Board will not be meeting this month.

Mrs. Conley asked if anyone had any questions from Mr. Egger. None were asked.

PUBLIC SAFETY

Mr. Behers provided a copies of the monthly activity reports for Council. He will provide this report at the next meeting.

Mrs. Conley asked if anyone had any questions for Mr. Behers. None were asked.

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PERSONNEL

Mr. Scott said he has nothing to report for this month.

Mrs. Conley asked if anyone had any questions for Mr. Scott. None were asked.

NEW BUSINESS - Mrs. Maiden talked about bringing back social events and to pick dates for these events soon due to other communities already setting their dates. For Community Day forming a committee with several groups was discussed.

Mr. Firek asked Mr. Behers about the neighbor that is 100 years old and would like her to be recognized at the regular meeting next week.

AUDIENCE AGENDA –Any issue pertaining to Borough Business: 5 MINUTES PER SPEAKER OR GROUP --. No one approached.

M-1 Mr. Hurka made the motion to go into executive session; second by Mr. Egger. Upon vote, motion passed.

Respectively submitted,

BOROUGH OF BALDWIN

Robert T. Firek
Borough Manager