

MINUTES TO AGENDA MEETING OF MARCH 13, 2018

The Agenda meeting of the Borough of Baldwin Council was called to order by President Edward Moeller at 7:00 p.m. on Tuesday, March 13, 2018

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

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

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 came forward. Mr. Moeller explained they have a presentation from Baldwin Borough Police Officer Keith Hagan on a proposed doorbell program that uses RING video doorbells. The Borough Police Department will issue RING video doorbells to residents that meet certain criteria (wifi access, smart phone, agree to share video if requested). The devices were acquired at a discount and purchased using a \$5000 grant from District Attorney Stephen Zappala. Accordingly, the Borough could distribute RING cameras to 50 residents for \$40 each with no direct cost to the borough. Officer Hagan described the public safety benefit that will come with the installation of the video doorbells. Borough Council asked questions and demonstrated support for the program. Officer Hagan agreed to provide feedback to the Police Chief and Council as the program gains momentum.

ENGINEER'S REPORT

Mr. Jason Stanton submitted his monthly report from March 9, 2018 summarizing activity from the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

- LR-30 project will be bid this month and opened on May 3, 2018. The anticipated schedule would have a contract awarded on May 15, 2018. Mr. Stanton estimates the project will be in construction for 15-18 months.
- Mr. Stanton explained the ongoing power issues the Equalization Tank is experiencing. LSSE will coordinate work with the utility and contractor to ensure the facility has sufficient power to function.
- With the completion of the Equalization Basin, a number of existing ROW of the Pleasant Hills Authority will need to be vacated, and the Borough will also have to record additional ROW. Mr. Stanton will work with the Borough Solicitor to complete this process that will also require Council approval.

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- LSSE submitted a Source Reduction Study to comply with the Phase I Consent Order. The DEP has reviewed the study and has approved of the strategy the Borough has identified moving forward.
- The 2018 Road Improvement Program is working on Keepport and Youngridge with paving to be completed in April.
- Bridge replacements – Sanitary Sewer Relocation Coordination: Streets Run & Doyle, will be done once the schools are done for the year. The Streets Run and Lutz Hollow is to begin construction April 17, 2018

Mr. Moeller asked if there were any questions for the Engineer. None were asked.

SOLICITOR'S REPORT

Mr. Lederman provided Council with the following updates:

- In previous meetings, it has been discussed that Mr. Lederman will be creating an Ordinance pertaining to Group Homes in the Borough. That will be ready in April.
- In order to file the declaration of taking this week (LR-30), a new Resolution needs to be adopted by Council tonight for these properties. There are 16 properties that require signatures.

M-1 *Mr. Stelmasczyk made the motion to pass **Resolution No. 2018-03-04**, Resolution selecting, appropriating and condemning certain Right-of-Way and easements in and through property situate in Baldwin Borough, Allegheny County, Pennsylvania, authorizing the solicitor to institute the necessary proceedings and to file the necessary bond, and authorizing assessing special benefits, if available, by the benefit method for the sanitary extension; second by Mrs. Conley. Upon vote,*

Mr. Moeller asked if there were any questions, comments or correction, none. Hearing all those in favor by signified by saying Aye. Opposed; motion passes.

Since this was not on the agenda, Mr. Moeller asked if anyone had any questions or concerns. No one asked.

Next Tuesday, Mr. Lederman will be in court for the Zalar property who did not get a grading permit before dumping and grading his property.

Mr. Moeller asked if anyone had any questions for the solicitor, none were asked.

MAYOR'S REPORT

Mayor Depretis will give his report at the next meeting. He had other items to discuss with Council in executive session.

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

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ADMINISTRATION

Mr. Barrett submitted his monthly written report to Council for review. Mr. Barrett mentioned a few items for Council to consider. There are a few items he would like to go through with Council:

- Mr. Barrett explained to council that he doesn't yet have a Geotechnical report for Cathell Rd. However, several possible sources of funds were shared with Council for discussion.
- Next Mr. Barrett provided Council with information from an owner of land adjacent to the Curry Hollow Shopping Center. The parcel is land locked but does abut the ballfields in Leland Park. The owner is asking Borough Council to consider accepting the property as a gift/public donation. Council discussed the issue at length and decided the Borough does not have any use for the land and should not accept the offer.
- PennDOT invited the Borough to a project meeting with Duquesne Light with both Mr. Barrett and Mr. Firek attending. The current lighting at the bridge at Streets Run and Doyle is insufficient, and PennDOT would like to install LED lighting to illuminate the road near the bridge. Duquesne Light initially refused this request, but has agreed to continue to evaluate. Once a determination has been made, Mr. Barrett will communicate with Council.
- Mr. Barrett explained that Paynter PTA would like to request pool passes that could be auctioned at their fundraiser. Council discussed the issue, but ultimately felt the Borough should be consistent and not provide donations to organizations without non profit status verified by the IRS. Individual members of Council expressed an interest in donating personally to this effort.
- Local Government week in Pennsylvania is April 9-13th and Mr. Barrett discussed his plans to support the effort next month.

Mr. Moeller asked Council if they had any questions with the Managers report. None were asked.

FINANCE

Mr. Hurka explained the cash flow report under the Monthly Financial Report. He had a few items to discuss.

- He explained the Review and Expenditure report under Public Works showed we have incurred significant snow removal overtime costs.
- We have a separate budget line item under for salt that falls under winter maintenance. Questions were asked of Mr. Barrett about the General Fund line item not having a budget amount but showing an expense for rock salt. Mr. Barrett explained this expense is paid from Liquid Fuels Fund, but the revenue comes in lump sum fashion from the Commonwealth. Before it arrives, the General Fund pays the expense and then we transfer this amount from the Liquid Fuels Fund.

Mr. Moeller asked if anyone had questions for Mr. Hurka. None were asked.

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PUBLIC WORKS

Mr. Scott reviewed his monthly report with council and explained what items Public Works worked on this month:

- The salt supplies are good in both of our facilities currently fully stocked. We have met the minimum and maximum requirements under the SHACOG agreement. Also, operating under the COSTARS agreement, we have about 1,000 tons. We expect to order about 600 tons to carry us over to next year.
- Cold patching continues in the Borough on repairs that are essentially necessary.
- An additional Foreman will be promoted to complete the revised structure of the department, following the retirement of Mark Stephenson, Public Works Superintendent in April.

Mr. Scott asked if Mr. Firek had anything to report. Mr. Firek then provided his monthly report for Council:

- 2017 Road Program was discussed with curb removal Keepport Dr. and anticipates the repair work between Keepport and Youngridge will hopefully be completed in April. In addition, the contractors placed “No Parking” signs in advance of each section. However, still people ignore the signs and cars have to be towed.
- Elm Leaf Park Phase I, the restroom is in place and with better weather they will be able to continue their work on this project.
- Schaaf Excavating, Inc. was the low bidder for two demo projects in the Borough, one on Brentwood Road and another on Streets Run. The contractor has 45 days to complete the project, but the asbestos abatement process will take about three weeks including the county notification of 10 working days before the demolition process can occur.
- The 2018 Road Program was discussed and a preliminary list of roads were shared with Council. They would like to have Council authorize advertisement for a May Bid Opening.

Mr. Moeller asked if anyone had any questions or items for Mr. Scott or Mr. Firek’s. No questions were asked.

PARKS AND RECREATION

Mr. Stelmasczyk said he will give his report next week.

He feels we have a healthy amount of people to rent Elm Leaf Park commenting that the increase in fees has not been a deterrent. He also explained he spoke with the library and they will not need the auditorium for food, they will be doing this outside for the Touch -A- Truck event in May.

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

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ZONING AND PLANNING

Mr. Egger reported the following meeting dates and times:

- The Planning Commission was held on March 12, 2018 with application for a land development for the Library being approved.
- The Zoning Hearing Board was cancelled for March 15, 2018
- The monthly Zoning and Planning and inspection reports will be discussed at the next meeting.

Mr. Egger asked to have some items discussed in executive session.

Mr. Moeller asked if anyone had any questions from Mr. Egger's report.

PUBLIC SAFETY

Mr. Behers provided the following information from the monthly reports:

<u>Name</u>	<u>Calls Reported/ Incidents</u>	<u>Average Response Time</u>
BEMS	285	6.7 minutes
Baldwin #105	- incidents	- minutes
South Baldwin	20 incidents	9.26 minutes
Option Fire	25 incidents	3.34 minutes

Mr. Behers was not able to attend the Emergency Management Meeting, but will be at the next meeting. The NIMS training will be brought to Council in the month of April.

Mr. Moeller asked if anyone had any questions for Mr. Behers.

Several members of Council expressed support for the doorbell program that was reviewed earlier in the meeting.

PERSONNEL

Mrs. Conley will provide her monthly report next week. She said they are currently interviewing for the vacant position of Finance Officer/ Asst. Borough Manager. These results will be discussed in executive session.

Mr. Moeller asked if anyone had any questions for Mrs. Conley. No questions were asked.

NEW BUSINESS

Mr. Moeller explained that Tammi asked for a yes or no response to the Conference in Seven Springs. The deadline is approaching. Please send her an email. Thank you.

Mr. Firek would like to mention they have received a bid for the Ground Maintenance Contract. They have a three -year bid with deducts into the contract. This contractor had a few mathematical errors being \$.1 off. The total bid is \$82,499.99 compared to an as read is for \$82,500.00.

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AUDIENCE AGENDA: Any issue pertaining to Borough Business; 5 MINUTES PER SPEAKER OR GROUP, no one approached.

M-1 *Mr. Stelmasczyk made a motion to enter Executive Session; second by Mr. Egger. Upon vote, motion passed unanimously.*

Council entered Executive Session at 9:00 pm.

Respectively Submitted,

BOROUGH OF BALDWIN
John Barrett