

MINUTES TO AGENDA MEETING OF MARCH 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, March 14, 2017.

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

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

Absent:

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.

ENGINEER'S REPORT

Mr. Jason Stanton submitted his monthly report on March 9, 2017 summarizing activity from the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

- Update on The Pleasant Hills Authority Project with the general construction bids being opened March 15, 2017. A tentative joint municipality meeting is scheduled for March 29, 2017. At the April board meeting, it is estimated that all participating municipalities will be asked to pass the required municipal guarantee for the Penn Vest funding. 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. It is currently in the process for scheduling the public meeting with affected property owners and provide a detailed ROW with their approvals.
- For the Lick Run Flow strategy, Mele & Mele & Sons, Inc, the contractors for the Equalization Basin, are continuing work and the engineer will be recommending a pay request at the Regular Meeting. The tank is expected to be delivered on site within the next 2-3 weeks. Mr. Stanton explained this project is progressing well.
- Guyer Brothers is close to completing their work with an estimated completion date of April 10, 2017. They are presently working on Colewood Drive and moving toward Hollowhaven.

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Mr. Stelmasczyk asked if they would become past the due date of the agreement and is there a provision for each day that they are delayed. Mr. Stanton explained the contract states a late fee of \$500.00 can be assessed for each day past the due date. He believes they are close to being finished since the weather has been more stable and they would then like to begin the restoration of these properties in the spring. Additionally, Council asked about the details of the tank itself and how it would be installed.

- The Phase I COA updates were explained to Council with an Exhibit providing the Combined Sewer System Metric to determine whether a combined sewer system needs to be implemented or use other source reduction projects to manage and reduce sewer overflow. Mr. Stanton described the Flow Reduction/ Flow Targets document with Council. ALCOSAN proposed a graduated chart to explain the flow to chart the size of the sewer system. The Borough will need to submit a source flow reduction study by December 2017. One of the components is a demonstration project will be the Lateral Televising Ordinance. Analysis will be provided by Mr. Stanton on this gold line standard.
- Mr. Stanton will provide the required annual MS4 training to the Borough in April or May.
- The 2017 Road Program will require a motion from Council to advertise at the next meeting for all contracts. The ads will be placed on two consecutive Thursdays, March 30th and April 6th with opening bids on April 25, 2017.

Mr. Barrett explained there are numerous streets in the Borough that require paving. He detailed two separate road paving contracts. Liquid Fuels using approximately \$160,000 toward the first bid, and secondly, a bid completed with General Funds. A listing of the potential roads will be provided to Council.

- The McAnnulty Culvert will be advertised on two consecutive Thursdays, March 6th and March 13th. The Scheduled bid opening date will be April 13, 2017. At the Agenda meeting in April, bidding costs will be provided to Council.
- At next week's Regular Meeting, Mr. Stanton explained AR Builders has requested release of the full security amount for the Crossroads Tower Project. LSSE is retaining funds from being released until the Phase II security has been posted and then they will provide a recommendation for the release with some reduction, but will not release the total amount.

Mr. Moeller asked about updates with the PA Rapid Bridges Project. Mr. Barrett attended a meeting with Walsh Granite who provided residents with an estimated project timeline for each bridge in the Borough. They will continue to keep the Borough updated as new information becomes available.

- Mr. Stanton provided additional details on the PA Rapid Bridges Project with the proposed dates for beginning construction. Council continued to discuss this issue further.

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Concerning the 2017 Road Program, Council and Mr. Barrett discussed the streets listed in the 2017 Road Program and which roads will be crucial for paving this year.

Mr. Stelmasczyk had a question for Mr. Stanton about the flow monitors with the Pleasant Hills Authority Treatment Agreement and how the Authority bills the municipality. It will be based on waste water flow and that is what they are referring to.

- Mr. Stanton explained to Council how they are in the process of evaluating the damaged pipe section located upstream of the former Shop-n-Save. Robinson Pipe Cleaning televised the pipe and initiated the repair. They are allowing the pressure to disperse and allow the area to dry out.

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

SOLICITOR'S REPORT

Mr. Lederman asked Mr. Stanton the estimated date for the signing of the ROW's on the new project on Gardenville Rd. Mr. Stanton said he is working with Mr. Barrett on these items and are anticipating an April date for a meeting.

In addition, Mr. Lederman, Michael Lederman and Mr. Barrett met with the City of Pittsburgh regarding 40 Acres. They have provided details to the Borough on their projection plans for this area and are planning to utilize a small portion of the property off Agnew Rd. for the development of apartments. Since they are developing the plans through the state, they are asking for the remaining portion of the property become protected state game lands. The Borough suggested the construction road to be from Becks Run Rd. as opposed to using Agnew Rd. However, the apartments will utilize two separate entrances, one at Agnew and the other at Becks Run Rd. with the possibility of installing a traffic light at Becks Run Rd. They are continually updating the Borough with their plans.

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. He also has items for executive session.

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 Borough and joint applicant, Baldwin Library, received a PA Keystone Grant award of \$500,000 to be used for the Leland Center building. This award letter was provided for

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Council for their review. Discussion continued between Council and Paul Hayhurst of the Baldwin Library Board. They payment schedule along with the restrictions on a construction timetable that stipulated an 18-month completion date from April 1, 2017. Mr. Barrett gave Council a Mr. Hayhurst discussed plans with their architect and their review of construction deadlines.

- Mr. Barrett provided Council with the update on the renovations for the auditorium and how it remains on schedule. The Historical Society has also been contacted to fill their display cabinets and anticipate the opportunity of a grand opening for their first Council Meeting in April.

Mr. Scott asked Mr. Barrett if they were able to fix the leak in the auditorium. Mr. Barrett explained they did pinpoint the location and it has been sealed and future measures will need to be and how they are being resolved. Mr. Barrett provided details on how the issue has been resolved.

- The next item on Mr. Barrett's agenda is to contemplate with Council, what capacity and functions for the new auditorium should be and how to move forward with this meeting space. The challenge in setting precedence is in the past, this space was approved for Borough functions, not just meeting space. He asked for Council's opinions on how to select which type of organizations would be approved for the future practice of the auditorium.

Council discussed how to decide where current organizations could hold their meetings and the rules for social events for numerous Borough organizations serving food. It will continue to be an ongoing issue that will require additional comments and concerns with Council.

- Next, Mr. Barrett discussed the 2017 Field Permit applications requiring a motion of approval from Council. A few new requests were received this year for the Municipal fields. The Greater Baldwin Whitehall Athletic Assoc. (GBWAA) is working to allow some open field time for these leagues. Mr. Barrett explained a specific request from the Baldwin Whitehall Athletic Association (BWAA) asked to use of the Municipal fields to play pony baseball. He believes this request should be denied as the Borough has provided most field use to only one organization, GBWAA who contributes considerable costs for the maintenance of these fields. Council is asked to consider this recommendation.

Mr. Barrett said the remainder items on his report can be addressed in executive session.

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 the current revenues and cash flow expenses. Mr. Fischer expressed appreciation to Mr. Stelmasczyk for his suggestion to the Library to purchase Leland Center for their future location.

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- Next, Mr. Fischer explained the independent audit for the Borough to be almost complete from Maher Duessel. The Boroughs previous audit produced a Management Letter identifying comments and specific findings that needed to be corrected. A summary provided by S & P Global gave the Borough a more positive and improved budgetary performance with an A/Positive rating. Mr. Fischer and additionally Mr. Stelmasczyk wished to thank all of those involved to achieve this rating.

Mr. Moeller asked Mr. Barrett about the revenue received for the pool concession stand. Mr. Barrett explained a final invoice was provided and a letter explaining their current contract has been terminated. He explained the 2017 season will become self-service with a designated eating area.

Mr. Barrett explained a motion is needed at next week's Regular Meeting to advertise for Phase II for pool improvements with the installation of shade structures and other minor details. Council will be provided with the new conceptual drawing.

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

PUBLIC WORKS

Mr. Behers reviewed a few items with Council including the hiring of Bob Firek, P.E. as our new Director of Municipal Services.

- Mr. Behers explained Public Works are responsible for assisting in the building renovations in the auditorium. Mr. Behers listed the details of fixes, installation and painting they did since the last meeting.
- Mr. Behers said the 2017 Road Program was already discussed.

Mr. Stelmasczyk asked if anyone had any questions or items from Mr. Behers report. No questions were asked.

PARKS AND RECREATION

- Mr. Conley first explained from Mr. Fischer's report, a check in the amount of \$108,000 from the 2016 Franchising Authority for Comcast and Verizon.
- Next, Mr. Conley noted the Blanket monthly parks and facilities report for March 2017. Mr. Conley listed for Council all of the items requiring a motion for approval for the March Regular Meeting. The Library event will need to be notified the auditorium will not be allowed for use for this event.

Mr. Stelmasczyk asked if anyone had any questions or items from Mr. Conley's report. No questions were asked.

ZONING AND PLANNING

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Mr. Moeller reported the following meeting dates and times:

- The Planning Commission had a meeting scheduled on Monday, March 13, 2017 at 7:30 pm.

Mr. Barrett explained they were planning on the meeting, however it was cancelled due to the impending weather. A few items were addressed by Mr. Barrett on what would have been on the Agenda for the meeting. He also noted a few items need to be adjusted with the zoning ordinance would be minor; loading docks, buffer zones, swimming pool, etc.

- The Zoning Hearing Board is scheduled to meet March 16, 2017 at 7:30 pm. Mr. Barrett said this meeting is going to be cancelled. The monthly Zoning and Planning and inspection reports will be discussed at the next meeting.

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 Report and next month quarterly reports will be due next month.

- Mr. Ducker asked the Police Chief, Michael Scott about the Borough of Baldwin Police Department magazine that was distributed recently. The Chief explained they have been participating in this yearly free publication for the past five years. CIA Publishers solicit ads for the magazine which provides tips for the residents.

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

PERSONNEL

Mr. Scott said his report will be in executive session.

In addition, the Borough has officially hired Bob Firek, P.E. for the Director of Municipal Services with a start date of April 3, 2017. He is welcomed by all of Council. Mr. Scott stated Mr. Firek will be trained to go into the role of the current Public Works Superintendent.

Mr. Stelmasczyk said this is a different position, but Mr. Firek will assume Mr. Stephenson's responsibilities after his retirement along with the addition of engineering duties.

NEW BUSINESS

Mr. Conley would like to ask for an alternate position for the Civil Service Commission and the application was provided to Council. Formal action will be taken once all background checks are completed and a recommendation is given from the Library.

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Mr. Stelmasczyk sent Council an email from Tracey Macek expressing interest again this year for permission to herself and Carrie Radacsi for a 2017 Community Day. Food trucks and gaming booths would be a change for this year. Council will have them in to speak at the meeting next week to provide them

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

No one approached Council.

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 8:43 pm.

Respectively Submitted,

BOROUGH OF BALDWIN

John Barrett

Borough Manager