

# MINUTES TO REGULAR MEETING OF March 20, 2018

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The Regular Meeting of the Borough of Baldwin Council was called to order by President Edward Moeller at 7:30 p.m. on Tuesday, March 20, 2018

After the Invocation and Pledge of Allegiance to the Flag by Mr. Behers, 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. Edward Moeller-President  
Mr. Jason Stanton- Engineer  
Mr. Stanley Lederman- Solicitor  
Mr. Michael Lederman- Solicitor  
Mrs. Diana Behers- Treasurer  
Mr. John Barrett- Borough Manager  
Absent: Mr. David Depretis-Mayor

## APPROVAL OF MINUTES

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

**M-1**        *Mrs. Conley made the motion to approve the Regular Meeting Minutes of January 16, 2018; second by Mr. Behers. Upon vote, motion passed unanimously.*

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

**M-2**        *Mr. Scott made the motion to approve the Agenda Meeting Minutes of February 13, 2018; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

**M-3**        *Mrs. Conley made the motion to approve the Regular Meeting Minutes of February 20, 2018; second by Mr. Egger. Upon vote, motion passed unanimously.*

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

## 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 approached the podium.

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## ENGINEER'S REPORT

Mr. Stanton noted his Monthly Engineers report from March 9, 2018 summarizing activity for the month. He does not have any additional items to add, but would like to ask Council for the following motions:

**M-4** *Mr. Scott made the motion to Approve Partial Payment Request (No. 6) from A. Liberoni, Inc. for the 2017 Roadway and Storm Sewer Improvement Program (Contract No. 17-R01) (GF) in the amount of \$69,509.15 per the recommendation of the Borough Engineer; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

Mr. Stelmasczyk as if this was a final payment, Mr. Stanton explained this is only for the starting of Youngridge Dr.

**M-5** *Mrs. Conley made the motion to Approve Partial Payment Request (No. 5) from A. Liberoni, Inc. for the 2017 Roadway and Storm Sewer Improvement Program (Contract No. 17-R02) (LF) in the amount of \$16,820.21 per the recommendation of the Borough Engineer. A correction in the amount of payment should read \$10,472.97; second by Mr. Stelmasczyk. Upon vote, motion passed unanimously.*

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

Lastly, Mr. Stanton said the motion relates to the last part of the Lick Run Wet Weather Flow Strategy. The Contract No. should read 2017-S1 that is what all of the documents have been developed on. He asked for the following motion:

**M-6** *Mr. Scott made a motion to advertise Contract No. 2017-S1 the Lick Run Wet Weather Flow Strategy, LR-30 Sanitary Sewer Improvements; second by Mr. Egger. Upon vote, motion passed unanimously.*

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

Mr. Stanton continued to explain these bids will be opened May 3, 2018 along with a report given to Council for action at its May Regular Meeting.

Mr. Moeller asked if there were any questions for Mr. Stanton. Mr. Stelmasczyk asked if core samples will be taken on Cathell Rd. Mr. Stanton responded with the recordings were done yesterday and the topographic surveys are completed and were delivered. They were given to the Borough's Geological Engineer and will be evaluated over the next 2-3 weeks to provide alternatives to Cathell Rd.

Mr. Moeller asked if anyone had any further questions or comments for the Engineer, none were asked.

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## SOLICITOR'S REPORT

Mr. Lederman and Moe Lederman attended a Three Rivers Wet Weather Solicitors meeting yesterday. They have been doing a lot of work on the LR-30 Right Of Way agreements and will be filing the agreements received this week. Mr. Lederman is happy to report the Borough won the appeal from Mr. Zalar regarding the illegal fill on his property without a grading permit. The fine was \$300 plus court costs. They will monitor to see if an appeal is filed.

Mr. Moeller asked if there were any questions for the Solicitor.

## MAYOR'S REPORT

Chief Scott (in the Mayors absence) reported the following for the month of February:

Calls for the month were 471

Calls given to police from 911 were 705

The Chief provided the monthly activity report for K-9 Ajay.

The Chief said the Police Department partnered with the Jefferson foundation, Pleasant Hills and West Mifflin to apply for a grant to receive AED's to have in each of their patrol cars.

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

## ADMINISTRATION

Mr. John Barrett submitted his written report to Council at the Agenda Meeting. He has a few motions for consideration this week.

The first motion is related to a Capital Lease to secure the purchase of a tractor for Public Works. Benefits are more professional patching of roads and roadside maintenance.

**M-7**      *Mr. Scott made a motion to approve Resolution No. 2018-03-05 for the Borough of Baldwin approving a Capital Lease from Huntington Public Capital Corporation for the purchase of one (1) Tractor Utility Vehicle; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

The next motion is to have Borough Council recognize Local Government Week and agree to participate in the celebration of Local Government April 9-13, 2018. The Manager will be working with High School students to talk about how local government works. In addition, it will provide an opportunity to show our service levels and how our website and committees help to participate in this week. He would like the following motion:

**M-8**      *Mrs. Conley made a motion to approve Resolution No. 2018-03-06 for the Borough of Baldwin recognizing the week of April 9, 2018 through April 13, 2018 as Local Government Week; second by Mr. Behers. Upon vote, motion passed unanimously.*

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Mr. Moeller asked if there were any questions, comments or corrections. None were offered. All in favor signify by saying Aye. None opposed – motion passed.

Mr. Barrett provided updates to service to the Elm Leaf Park Redevelopment project and the following partial payment:

**M-9** *Mr. Scott made a motion to Approve Partial Payment Request (No. 6) from Stefanik's Next Generation Contracting Co. for the Phase I of the Elm Leaf Park Redevelopment Project in the amount of \$3,420.00 per the recommendation of the Project Architect; second by Mr. Egger. Upon vote, motion passed unanimously.*

Mr. Moeller asked if there were any questions or comments. Mrs. Conley asked if this was only for the restroom. Mr. Barrett explained that it was for the installation of the restroom facility. The structure itself was purchased through COSTARS.

Mr. Moeller asked if there were any questions, comments or corrections. None were offered. All in favor signify by saying Aye. None opposed – motion passed.

The last motion relates to Colewood Park, following the completion of the Equalization Tank (EQ tank) fill material was placed on the field area to expand/improve the playing fields. The material was then compacted and laser graded to create a playing surface. The next phase will be to perform this same field preparation service over the remainder of the park to create additional playing fields. Mr. Barrett anticipates a Spring of 2019 opening.

**M-10** *Mr. Stelmasczyk made a motion to advertise a request for proposals (RFP) for the Colewood Phase II Redevelopment Contract. Second by Mrs. Conley. Upon vote, motion passed unanimously*

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

### FINANCE

Mr. Hurka reviewed the Revenue and Expenditure report with Council last week. Mr. Hurka would like to ask for the following motions:

**M-11** *Mr. Hurka made the motion to approve the Treasurer's Report for February 2018; second by Mrs. Conley. Upon vote, motion passed unanimously.*

Mr. Moeller asked if anyone had any questions or comments pertaining to this motion or for Mr. Hurka, none were asked.

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

**M-12** *Mr. Hurka made the motion Ratify Bills in the Amount of \$ 656,362.27 and approve bills in the amount of \$271,312.82 for a total of \$ 927,675.09; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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Mr. Moeller asked if there were any questions, comments or corrections. Mr. Stelmasczyk asked about check #00788113 paid out to Tupper and the South Park Police Chief. Mr. Stelmasczyk questioned why the check would be made out to an individual. Mr. Barrett commented that he reviewed the invoice and believes the check should have been issued only to TUPPER and the inclusion of the South Park Police Chief seems to be intended for a 'in care of' but not necessarily to be named as a payee.

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

### PUBLIC WORKS

Mr. Scott said updates to the 2017 Road Projects, the contractor has two remaining roads from 2017, Keepport and Youngridge. They are currently, weather permitting, in the process to complete inlet repairs and have the ADA ramps installed. The pool shade structures have been installed.

**M-13** *Mr. Scott made a motion to award 2018-2020 Grounds Maintenance Contract to Pittsburgh Lawn Care, LLC at a cost not to exceed \$27,499.99 per year and \$82,499.97 in total; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

**M-14** *Mr. Scott made a motion to advertise Contract No. 2018 R-01, the 2018 Road and Storm Sewer Improvement Project; second by Mr. Stelmasczyk. Upon vote, motion passed unanimously.*

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

### PARKS AND RECREATION

**M-15** *Mr. Stelmasczyk made a motion to approve the March 2018 Blanket List; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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

**M-16** *Mr. Stelmasczyk made a motion to approve a request from the Baldwin Historical Society for their 3rd Annual Car Cruise on Saturday, June 16, 2018 from 11:00 am – 5:00 pm using the parking lot and restrooms; second by Mr. Scott. Upon vote, motion passed unanimously.*

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

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**M-17** *Mr. Stelmasczyk made a motion to approve a request from the Baldwin Borough Public Library for the use of the Baldwin Municipal Complex on Saturday, May 19, 2018 for the 4th Annual Touch-A-Truck Community Event as a fundraiser for the Library. A fee waiver is requested; second by Mrs. Conley. Upon vote, motion is passed unanimously.*

Comment: Mr. Stelmasczyk noted they only need the restroom and have no need to access the auditorium.

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

### ZONING AND PLANNING

Mr. Egger reported the Planning Commission meeting was held on March 12, 2018

**M- 18** *Mr. Egger made a motion to provide final site plan approval to the Baldwin Borough Public Library for land development at 5230 Wolfe Dr. per the recommendation of the Planning Commission; second by Mr. Scott. Upon vote, motion is passed unanimously.*

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

The Zoning Hearing Board meeting was cancelled for March. The fees collected were \$14,180.71 up from 2017, but still below YTD for 2017.

Mr. Moeller asked if there were any questions for Mr. Egger, none were asked.

### PUBLIC SAFETY

Mr. Behers noted everyone has received the Monthly Activity Reports.

- BEMS had 285 calls with a 6.7-minute response time
- Option Fire had 25 incidents with a 3.3-minute response time
- Baldwin #1 had 27 incidents with a 8.2-minute response time
- SBVF had 20 incidents with a 9.2-minute response time.

Mr. Behers continued with his report explain the NIMS training with Council is to take place on April 17<sup>th</sup> at the Borough Building starting at 6 pm. Assist. Chief Brian McCaffrey explained Lt. Caplan will be completing this training with Council.

Police Officer Hagan presented last week to Council a proposal to have Baldwin Borough participate in a doorbell program using RING doorbells. Officer Hagan announced the program was officially launched yesterday with 81 residents seeking to participate. The program was launched with a \$5000 contribution from Allegheny County District Attorney Zapalla.

All positions are completely filled on the Borough Boards and Commission for 2018.

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Chief Jim Barbour of Option Volunteer Fire Company thanked Council for their support. Option recently donated a 1992 engine, fire gear, helmets and misc. items to a volunteer fire company in the Dominican Republic. Chief Barbour shared details of this effort, and provided pictures to Council of the effort.

Mr. Moeller asked if there were any questions for Mr. Behers. Mr. Stelmasczyk asked Officer Hagan a few questions concerning his donation received and also for more details on the number of people interested in the doorbell program. Officer Hagan explained the order was for 50 units, however they have already passed that number and are continually receiving requests for units.

Mr. Behers also added that Officer Kearns requested a pad of asphalt on Streets Run Rd. where the barriers are located.

Mr. Moeller asked if there were any questions for Mr. Behers or for Deputy Chief Brian McCaffrey, none were asked.

### PERSONNEL

Mrs. Conley explained tonight they will fill those positions with vacancies on the Boards and Commissions.

**M-19** *Mrs. Conley Motion to appoint 1 member to the Library Board:(a) Library Board (3-year term) – To Khara Timsina for a 3-year term, retroactive to January 1, 2018 with the term expiring on December 31, 2020; second by Mr. Egger. Upon vote, motion is passed 5-2.*

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

**M-20** *Mrs. Conley made a motion to advertise the position of Finance Officer; second by Mr. Stelmasczyk. Upon vote, motion passed unanimously.*

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

**M-21** *Mrs. Conley made a motion to appoint David Pogany to the position of Foreman with the Department of Public Works; second by Mr. Scott. Upon vote, motion passed unanimously.*

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

**M-22** *Mrs. Conley made a motion to extend a conditional offer of employment to Rachael Bradford for the position of Part Time Police Clerk; second by Mr. Behers. Upon vote, motion was tabled.*

Mr. Moeller asked if there were any comments or questions. Mr. Scott stated he is going to vote no, it has nothing to do with to the position or the person selected. He is voting no because

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they were not provided any information on this individual to Council before taking the vote. Mr. Egger agreed with Mr. Scott.

Mr. Barrett commented that the part time nature of the job led to the Chief and Manager feeling empowered to make a recommendation to Borough Council. Mr. Stelmasczyk and Mr. Hurka commented that they would like to know more about the candidate before agreeing to extend an employment offer.

M-23 Mr. Stelmasczyk made a motion to table the motion for this appointment; second by Mr. Scott.

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

**NEW BUSINESS- No one approached Council.**

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

Gail Mikush- 408 Portia drive addressed Council and read comments directed at Councilman Stelmasczyk.

The meeting adjourned by Mr. Moeller at 8:16pm

**M-23** *Mrs. Conley made the motion to adjourn; second by Mr. Behers. The motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett  
Borough Manager