

MINUTES TO AGENDA MEETING OF APRIL 10, 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, April 10, 2018

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

Mr. Chad Hurka
Mr. Michael Stelmasczyk
Mr. John Egger
Mr. Francis Scott
Mr. James Behers
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
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 knew of a resident that came to the meeting to discuss Gardenville Rd. He said even though the audience agenda at the end of the meeting is for Borough Business, he will allow him to speak at this time.

Mr. Bob Stanko of 4821 Gardenville Rd. has a few issues to discuss with Council. The first is about the railroad by his home. His neighbor Doug Newman whom he spoke with this past weekend, said he contacted the railroad company. He thanked the Borough for assistance with dealing with the railroad and reported they have agreed to perform additional work to help with the drainage problem that has impacted his property. He wanted to ask for Borough assistance with a neighboring property that Mr. Stanko believes is improperly draining onto his property. The Borough Manager addressed these concerns and shared with Council the effort this property owner has exerted to comply with the Borough stormwater ordinance. Mr. Stanko asked for additional assistance with property maintenance on this site and the Manager agreed to work with him on enforcement.

ENGINEER'S REPORT

Mr. Jason Stanton submitted his monthly report on April 5, 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 with sealed bids due on May 3, 2018. LSSE will have bid reports and recommendations on May 8, 2018 and award contracts at the May 15, 2018 Regular Meeting. Mr. Stanton provided a strategy for the bid process, which includes a base bid and several 'add alternates'. After completing the design with a 5% contingency, our estimates are \$3.5 million. The base bids and add alternates were explained to Council in greater detail.

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- The State has renewed the Boroughs MS-4 Permit with the assumption that we are implementing the Pollution Reduction Plans.
- The 2017 Road Improvement Program, milling started on Youngridge and is almost complete. Base repair on Youngridge followed by milling on Keepport is completed.
- Under Developments, Everest Foods has filed a plan for retaining wall plans. The submittal of a planning module will be arriving shortly which will allow Council to approve the plan.
- In addition, the Crossroad Towers II have provided sewer tap fees for 72 requested taps. The shop drawing review process is ongoing.

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 establishing regulations for Group Homes in the Borough.
- A declaration of taking this week (LR-30) was filed this week for all of the unsigned Right of Way agreements. Mr. Lederman would like to wait a week to see if any late agreements were submitted.
- Mr. Lederman explained he has had two inquiries in the past week. The first was from the son of Sandy Bennett, Jr., previous Mayor. He bought a piece of property in the fall and had few issues pertaining to the deed and who was the owner of the property. The sale date and recording date was not processed correctly by the county. Penalty and interest accrued and he is asking for forgiveness on some of these fees. Council will be updated.
- Next, Mr. Lederman was contacted by a Mr. Dave Brogan who is selling his elderly mother-in-law's house. He has questions on why he needs to pay for a sewer lateral problem when the defect is not located on his mother-in-law's property. Mr. Lederman wanted Council to be aware of this issue and to understand that a private sanitary lateral belongs to a resident from the home to the connection point at the main line.

Several questions were directed toward Mr. Lederman and Mr. Firek.

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.

ADMINISTRATION

Mr. Barrett submitted his monthly written report to Council for review. In addition, Mr. Barrett would like to review the following with Council:

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- Mr. Barrett described how he has participated in Local Government Week by speaking to 9th and 12th grade students about the intricacies of local government.
- A follow up meeting was held between ROSH ownership and management AION, Mr. Barrett, Code Enforcement Officer Anthony Ascioffa and Option VFD Chief Barbour. False Fire Alarms and the negative impact they have on our volunteer fire departments were reviewed at this meeting. A report was provided from Chief Barbour verifying that approximately 25 percent of their calls are false alarms to this complex. The Borough asked the owners to install a central monitoring for these alarms. In addition, the concept of providing education to residents about fire safety and prevention with our VFDs was reviewed. Mr. Barrett will continue to provide updated information to Council. Mr. Stelmasczyk would like to see a firm commitment from the Management Company for securing a monitoring system and asked the Manager to keep this item in front of Council.
- Next, Mr. Barrett discussed recent activity and the clearing of trees from the Facchiano Property. The Borough had approved a Planned Residential Development for the Facchiano property. The Borough issued a stop workorder and has requested a meeting with the property owner.
- Mr. Barrett mentioned an informational meeting that took place with the Building Code Official and the members of the Planning Commission along with some members of Council. The theme was roles and responsibilities of local Planning Commissions and a positive dialogue took place with regards to expectations of the commission and relationship with Borough Council.
- Next, Mr. Barrett received two inquiries related to rezoning from property owners in Baldwin. First, a property on Songo St. would like to change zoning from commercial to residential to assist in the sale of several lots that border single family residential homes on Songo Street. Mr. Barrett and Anthony Ascioffa created a re-zoning application that could be used for this action, which would require a recommendation from the Planning Commission and approval by Borough Council.
- Second, a property on Custer Ave. adjacent to C.J. Chuggs is zoned commercial with all of the homes surrounding the bar being also zoned commercial. The lot beside C.J. Chuggs is for sale and the prospective buyers would like it to be zoned residential.
- The Borough has some PennDOT Projects they have been made aware of starting with the bridge at Lutz Hollow. A press release has been sent out and next week will be the start of construction. A resolution is required to relocate the sanitary line in the area. Mr. Barrett said there is no cost to the Borough only the Resolution to authorize the sanitary relocation. Secondly, the Doyle Rd. bridge work will begin immediately after the Lutz Hollow Bridge is completed. There will not be an overlap of construction activity.
- PennDOT will be resurfacing a large part of Curry Hollow Rd. including West Mifflin, Pleasant Hills, Baldwin and South Park in late 2019. They will be installing a turning lane at Curry Hollow and Keepport as this will be a great improvement along this portion of road.
- Last month, Council decided to table the motion regarding the hiring of a part-time Police Clerk. It was decided this will be opened for discussion at tonight's meeting.

M-1 *Mr. Stelmasczyk made a motion to move it off the table and allow discussion about the resume for a part-time clerk; second by Mrs. Conley. Upon vote, motion passed unanimously.*

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Mr. Barrett discussed the selection process for a candidate and shared some of her work experiences with Council. Mr. Barrett asked if anyone had questions or reservations about the selection, as he would like to extend an offer of conditional employment. They would like to begin this process and with Council in agreement for working a maximum of 30 hours per week. Mr. Barrett explained this information would be placed in her letter of hiring.

M-2 *Mr. Stelmasczyk made a motion to hire Rachel Bradford as a part-time Police Clerk; second by Mr. Behers. Upon vote, motion passed unanimously.*

Mr. Moeller asked the audience if they had any questions on this motion since it was not listed on the agenda. No one had any comments.

Mr. Barrett explained SHACOG will begin Police testing in August. Discussion took place to either have SHACOG hold the testing or to ask our Civil Service Commission conduct the testing. Additional dialogue took place with no decision being made.

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

FINANCE

Mr. Hurka reviewed the various financial reports with Borough Council, noting that through the first quarter the Borough's revenues and expenditures are trending appropriately. A brief discussion of the Cash Flow report was led by Mr. Hurka before Mr. Barrett directed Council the 2017 Audited Financial Statements that were recently completed by our Independent Auditor, Maher Duessel. Mr. Barrett reminded members of Council that representatives from Maher Duessel will attend the April Regular Meeting to review the audit, present the financial statements to Borough Council and address any questions.

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

PUBLIC WORKS

Mr. Scott reviewed his monthly report with Council noting that Public Works road crew continue to perform winter maintenance, and our rock salt supplies are adequate. The Borough has met its obligation with purchasing quantities of rock salt through our various contracts. In addition, Borough crews were able to perform various repairs to our storm sewer system and has been on site during recent paving on Keepport and Youngridge. Mr. Scott also announced that Dave Pogony has been promoted to the position of Foreman and wished Dave well in the new role.

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

- Liberoni has milled both Keepport and Youngridge and pavers began work today. Work should be completed by the end of the week, not accounting for any setbacks.
- Work is progressing at Elm Leaf Park, with the poured-in place playground surface scheduled to be installed first week of May. The goal of a Memorial Day opening is attainable but will require various pieces to fall into place. Council will be updated on

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progress. Mr. Stelmasczyk asked when the first pavilion rental was scheduled for and asked if the park will be in a condition to accommodate. Mr. Barrett responded that it is too early to tell, but the amount of work left to complete is not overwhelming, it is a matter of getting the weather to cooperate.

- Mr. Firek stated that he will train Borough employees and First Responders on MS4 requirements in May.
- Contracts were awarded for two demolition projects in March and a Notice to Proceed was issued on March 8th. The contractor has 45 days to complete the work. He has yet to mobilize due to issues with the County and asbestos testing, however, the issue seems to be resolved and work should begin shortly.
- Lastly, Mr. Firek reported that he continues to await the Geotechnical report for Cathell Road that will identify alternatives to repair the slide. Mr. Firek answered a few questions about the slide and stated the Geotechnical Engineer will attend our next meeting to review his report with Council.

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.

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

ZONING AND PLANNING

Mr. Egger reported the Planning Commission and members of Council met on April 9 to review roles and responsibilities of the commission. Mr. Egger commented that the meeting was productive and beneficial for members of Council and Boards/Commission members to meet and discuss common goals. He suggested a similar meeting be held with the Zoning Hearing Board. Mr. Egger also commented that the Zoning Hearing Board will not meet in April and stated his detailed report will be given next week.

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 reviewed the various reports submitted by our Volunteer Fire Departments and BEMS. He noted that Option has provided details on false fire alarms which show an alarming number of false calls being generated by the Residences of the South Hills. Additional discussion of false alarms and our need to limit the number of false alarms throughout the Borough took place. Mr. Hurka added some context to the discussion by describing the various types of reported false alarms and sharing the frequency by which South Baldwin is impacted by false alarms. Mr. Hurka also cautioned on the level of enforcement as it could lead to landlords instructing tenants not to call 9-1-1 when they smell smoke or suspect fire, which could prove

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dangerous. Mr. Stelmasczyk asked Mr. Hurka additional questions of alarms and the apartment complex and stated our existing alarm ordinance permits enforcement given the documented false alarm calls we have. The Solicitor was asked to review our ordinance and recommend any adjustments that would provide clarity to the issue of enforcement of false fire alarms. Mr. Lederman stated that he will have something for Council to review in May.

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

PERSONNEL

Mrs. Conley commented that the search for a new Finance Officer is progressing and she is hopeful will conclude with a new hire soon. She offered to update Council in Executive Session.

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

NEW BUSINESS

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

M-3 *Mr. Stelmasczyk made a motion to enter Executive Session; second by Mr. Scott. Upon vote, motion passed unanimously.*

Council entered Executive Session at 9:30 pm. The Meeting was adjourned at 10:15 pm.

Respectively Submitted,

BOROUGH OF BALDWIN
John Barrett