

MINUTES TO REGULAR MEETING OF APRIL 18, 2017

The Regular Meeting of the Borough of Baldwin Council was called to order by President Michael Stelmasczyk at 7:30 p.m. on Tuesday, April 18, 2017

After the Invocation and Pledge of Allegiance to the Flag by Behers, the following Council answered to roll call:

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

Absent: Mr. Michael Lederman- Solicitor

Staff Present: Tammi Genilla, Admin. Assist.

APPROVAL OF MINUTES

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

M-1 *Mr. Fischer made the motion to approve the Regular Meeting Minutes of Meeting of March 21, 2017; second by Mr. Behers. Upon vote, motion passed with one abstain from Mr. Behers.*

Mr. Moeller has a correction to the minutes. Motion 24, Mr. Moeller made the motion to appoint Mr. Robert Collet as an additional alternate member of the Civil Service Commission. This was second by Mr. Fischer, however upon roll call, the motion then was not passed. He asked that the minutes reflect this decision. Council approved these changes.

Mr. Stelmasczyk asked if anyone had any questions or comments pertaining to these motions, none were asked.

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 the podium with questions.

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ENGINEER'S REPORT

Mr. Stanton noted his report from April 6, 2017 summarizing activity since reviewing it with Council at the Agenda Meeting on April 11, 2017. He does not have any additional items to add to this report and asked if anyone had any questions pertaining to any other Engineering item, no questions were asked by Council. He did ask for the following motions:

M-2 *Mr. Ducker made the motion to approve SHACOG Partial Payment Request for CD Demolition of 18 Somerset per the recommendation of the Borough Engineer for \$11,160.00; second by Mr. Behers. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions on the motion. None were asked.

M-3 *Mr. Ducker made the Motion to Approve Partial Payment Request (No. 7) from Guyer Brothers for the Lick Run Wet Weather Flow Strategy, Contract 14-S2. In the amount of \$151,834.50 per the recommendation of the Borough Engineer; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions on the motion. None were asked.

M-4 *Mr. Fischer made the Motion to Approve Partial Payment Request (No. 7) from Mele & Mele and Sons for the Lick Run Wet Weather Flow Strategy, contract No. 14-S1 in the amount of \$487,764.44 per the recommendation of the Borough Engineer; second by Mr. Moeller. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions on the motion. None were asked.

M-5 *Mr. Fischer made the motion to Award the McAnulty Culvert contract to Gary Metzinger Cement Contractor with costs not to exceed \$349,283.07 per the recommendation of the Borough Engineer; second by Mr. Moeller. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if there were any questions on the motion.

Mr. Fischer asked Mr. Stanton about why the cost of the contract awarded is a substantial amount lower than the projected amount around \$700,000. Mr. Stanton explained when the culvert was identified by Public Works last year; it was a total cost for budget purposes. It included soft costs, engineering and in terms of construction, their estimate was 535,000 the balance to get to 700,000 was soft costs. Bids were lower than the original estimated bid with a cost savings around \$175,000 to the Borough.

Mr. Stelmasczyk asked if anyone had any questions or comments pertaining to this motion or for the Engineer, none were asked.

SOLICITOR'S REPORT

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Mr. Stanley Lederman noted they will be considering a first reading Ordinance No. 879 related to the Pleasant Hills Authority Debt Guarantee. Each time the authority needs to remove debt, each municipality must have a guarantee of their proportionate share of the project to lend the municipalities the money. A guarantee agreement will be signed separately from this ordinance. Any amendments to the guarantee agreement will be discussed at the May Agenda Meeting and asked for Council approval. The following motion was asked:

M-6 *Mr. Scott made the motion for a First Reading of potential Ordinance No. 879 Pleasant Hills authority Debt Guarantee; second by Mr. Behers. Upon vote, motion passed unanimously.*

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

MAYOR'S REPORT

The Mayor reported calls for the month of March were 599 and calls given to police from 911 were 783. In addition, the fees collected for the month were \$5,168.00. Next, the Mayor read the monthly activity reports about K-9 Officer Niko and K-9 Officer Ajay.

Not listed on his report for tonight, the Mayor explained the parking study done by Sgt. Kearns resulting in a passed Traffic Resolution No. 369-229 for the 3800 and 3900 block of Churchview Avenue. The new study in the same area was recommended by Sgt. Kearns to remain the same so safety vehicles can pass more securely without cars blocking the street.

Mr. Moeller asked if the residents involved in this study would be notified of this decision. Mr. Stelmasczyk is undecided about this recommendation and would like to readdress this situation again in May.

Mr. Stelmasczyk asked if anyone had any questions for the Mayor. Mr. Stelmasczyk explained to those just walking into the meeting, he asked if they had anything to discuss that is listed on the agenda.

It was explained to the residents just arriving, this subject will be readdressed at the next meeting when more information will be made available. However, the Police Chief explained the issue of parking from a safety standpoint. Mr. Scott suggested inviting; Sgt. Kearns, Chief Plunkett and the Fire Department attend the meeting to provide greater detail of his report.

ADMINISTRATION

Mr. John Barrett submitted his written report to Council at the last Agenda Meeting. Mr. Barrett explained a few items before asking for motions.

First, Phase II of the pool renovation project was advertised to have bids opened for tonight. However, bidders requested extra time to do a walk through with questions of the bid spec; they decided to push the bid tab back one week. Bids are to be opened Friday of this week and Mr. Barrett asked to have the architect do the bid tab and prior to awarding the bid, reach out to

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Council for their opinions. Mr. Barrett will provide all of these updates to council before a motion is given.

Next, it was asked by Council what the current concept is for the Elm Leaf Park conceptual plans and tonight they were provided with an updated drawing of the park. He would like to ask HRG to come in and share their plans with Council updated questions and concerns have come up since the original drawings. The drawings are very difficult to decipher without having a representative explain what is currently being planned for the park.

Mr. Moeller was confused since they believed the last drawings they were given, were the final plans for the park. Discussion on missing items previously discussed with Council are not on the current plans.

He does have a few formal motions for Council:

His first of these motions is a housekeeping item to revise the salary resolution to include, the newly created position of the Municipal Services Director, Public Works summer aids increased wages, one employee clearing a probationary period, and lastly to account for an hourly rate for a part-time accounting clerk with the retirement of Judy Assad. Mr. Ducker asked that everything new in the resolution is highlighted.

Mr. Barrett asked for the following motion:

M-7 *Mr. Ducker made the motion to Approve Resolution No. 2017-04-05 A Resolution of the Borough of Baldwin, Allegheny County, Pennsylvania, Designating Salaries and Wages for Administrative and Other Personnel for the Year 2017; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Next, Mr. Barrett explained the Borough's 457 Plan that we do not contribute to, but is a benefit offered to employees. The investment platform has moved from the Standard to Rivers Edge and the fees were high along with investment options not as favorable. In an effort to bring more options, they require a resolution to have Mr. Barrett to have power to liquidate and transfer these assets into the new 457 accounts. Mr. Barrett asked for the following motion:

M-8 *Mr. Fischer made the motion to Approve Resolution No. 2017-04-06 for the Borough Manager, John M. Barrett, to have full power to direct all parties concerning the liquidation and transfer of the assets of the Borough of Baldwin 457 Plan; second by Mr. Scott. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions on the motion. Mr. Ducker asked Mr. Barrett if this would give him full power to pick the options for each employee. Mr. Barrett explained he has mapped out plans previously chosen by each employee and allowing similar investments with similar funds. Mr. Fischer also provided his explanation as well.

Next Mr. Barrett explained the next two motions is for a pay request for the auditorium renovations:

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M-9 *Mr. Fischer made the motion to Approve Partial Payment Request (No. 2) from Scalise Industries for the Municipal Auditorium Renovation Project Electrical in the amount of \$27,864 per the recommendation of the Project Architect; second by Mr. Behers. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions on the motion. None were asked.

M-10 *Mr. Scott made the Motion to Approve Partial Payment Request (No. 2) from Advanced Plumbing & Mechanical, Inc for the Municipal Auditorium Renovation Project HVAC in the amount of \$34,267.50 per the recommendation of the Project Architect; second by Mr. Fischer. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions on the motion. None were asked.

Mr. Barrett asked for the following motion as a description of the project and documenting the Borough's support:

M-11 *Mr. Scott made the Motion to Approve Resolution No. 2017-04-07 in support of the Mon Valley/Fayette Expressway as listed in Act 89; second by Mr. Behers. Upon vote, motion passed unanimously.*

Mr. Stelmasczyk asked if anyone had any questions on the motion. Mr. Conley asked about the progression of this Act 89.

Mr. Stelmasczyk asked if there were any questions for Mr. Barrett. Mr. Moeller asked about the updates on the auditorium and when it will be completed.

FINANCE

Mr. Fischer noted the monthly financial reports with Revenues and Expenditures as well as the current cash position at the Agenda Meeting. He asked if Council had any questions pertaining to these items, none were asked.

Mr. Fischer would like to ask for the following motions:

M-12 *Mr. Fischer made the motion to approve the Treasurer's Report for March 2017; second by Mr. Conley. Upon vote, motion passed unanimously.*

M-13 *Mr. Fischer made the Motion to Ratify Bills in the Amount of \$495,116.74 and approve bills in the amount of \$1,546,519.28 for a total of \$2,041,636.02; second by Mr. Conley. Upon vote, motion passed unanimously.*

Lastly, Mr. Fischer explained the 2016 Audited financial Statements with ending 2016 on a good note.

Mr. Stelmasczyk asked if there were any questions for Mr. Fischer, none where asked.

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PUBLIC WORKS

Mr. Behers explained the Public Works Department has begun working on the spring responsibilities in the Borough. The meters are installed in the parks and pool, the plumbing has been connected at the concession stand, cutting the pool floor to fix leaks from last year and trimming along roads. Lastly, they have been televising for the storm and sanitary lines for the 2017 Road Program. Mr. Behers also announced the plans are in the works for the 2017 Community Day.

Mr. Barrett added that Bob Firek has put a summary report of activity together that he provided to Council at the Agenda Meeting.

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

PARKS AND RECREATION

Mr. Conley explained that Elm Leaf Park was previously discussed by Mr. Barrett and will continue for the May Agenda Meeting. He has no formal motions for tonight's meeting.

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

ZONING AND PLANNING

Mr. Moeller reported the Planning Commission Meeting did meet on April 10, 2017 and brought up these issues at the last Council meeting.

The Zoning Hearing Board will be meeting April 20, 2017 at 7:30 pm. Two items will be on the agenda to discuss; the Old Mexican sign and a residential garage variance.

He noted the Building Inspection Monthly reports were included in his report:

A total of 128 permits, and appeals were issued for 2017.

March 2017 fees collected were \$17,113.35

March 2017 YTD fees collected for a total of \$31,110.00

Compared to:

March 2016 fees collected were \$11,815.00

March 2016 YTD fees collected for a total of \$24,296.00

He discussed the Code Enforcement complaints and letters issued, YTD totals were not correct and will need to be corrected for the next meeting.

The Residence of South Hills (ROSH) has a change in owners with the same management team. Anthony is working getting a meeting with the new owners.

Mr. Stelmasczyk asked if there were any questions for Mr. Moeller.

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PUBLIC SAFETY

Mr. Ducker noted everyone has received the Volunteer Fire Department Monthly Activity Reports that are due next month. The Emergency Medical Service Monthly Report was included for Council.

Last month Mr. Scanlon from Eat – n- Park showed Council plans that he said were approved by Chief Plunkett; however Chief Plunkett never saw the plans presented before the last meeting. Mr. Ducker would like to set up a Public Safety Meeting with Mr. Barrett since numerous items need to be discussed.

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

PERSONNEL

Mr. Scott had nothing to report for tonight's meeting, but has an item for motion: He would also like to announce a brief executive session was held prior to tonight's meeting to discuss personnel matters.

He asked for the following motions:

M-14 *Mr. Scott made a motion to Approve Borough participation in the 2017 SHACOG joint police testing; second by Mr. Ducker. Upon vote, motion passed unanimously.*

Mr. Scott explained there is an \$800.00 fee for our participation similar to other municipalities and he feels this is money well spent.

NEW BUSINESS

Mr. Stelmasczyk asked if anyone from Council had any additional items to discuss.

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

The meeting adjourned by Mr. Stelmasczyk at 8:45 pm with a motion to adjourn to executive session:

M-15 *Mr. Fischer made the motion to adjourn; second by Mr. Ducker. Motion passed unanimously.*

Respectively submitted,

BOROUGH OF BALDWIN

John M. Barrett
Borough Manager