

MINUTES TO AGENDA MEETING OF June 13, 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, June 13, 2017.

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

Mr. Michael Ducker
Mr. Ed Moeller
Mr. Francis Scott
Mr. James Behers
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:

Mr. Kevin Fischer

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.

Mr. Stelmasczyk moved forward on the agenda.

ENGINEER'S REPORT

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

- Under the Lick Run Consent Order and Agreement, the guarantee Ordinances will be ready for approval at the next Council Meeting.
- The ROW kick off meeting took place at Leland Center on May 4, 2017 with the residents in the LR-30. Council will be updated on the progress. LSSE was able to hold a briefing with Whitehall about this project for coordination purposes with the next step to brief Bethel Park as well.
- Contractor Status on 14-S1 (Tank and lift station) Mele & Mele & Sons, Inc. has various equipment being installed. Tank construction is ongoing. A draft of Payment Request No. 9 has been received with a recommendation for payment will be made at the June 20, 2017 meeting. Contractor status on 14-S2 (Collection System) with Guyer Brothers, Inc. Showed the contractor has completed many of the punch list items with a final walk-through to be scheduled.
- MS4 -LSSE is reviewing all follow-ups with Pubic Works to address comments and outstanding items after DPW pavement patching program has been completed.

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- 2017 Road Program, after a May 2017 Board Meeting with Council, contract documents have been prepared, executed by the contractor and have been forwarded to the Borough for action. A Pre-Construction Meeting is scheduled.
- Glass Run Road Bridge Replacements and Sanitary Sewer Relocation - SR 3098 Glass Run, the General permit application has been issued by ACHD. Shop drawing submittal has been initiated by contractor, Merante and Walsh/Granite advised they will begin work on August 1, 2017.
SR 2046 (Streets Run @ Doyle) Walsh/Granite advised of a June 2018 start date.
SR 2046(Streets Run @ Lutz Hollow) advised of an October 1, 2017 start date.
- The McAnnulty Culvert has contract documents executed. A Pre-Construction meeting was held on May 16, 2017.

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

SOLICITOR'S REPORT

Mr. Lederman explained Ordinance No. 881, establishing measures for addressing deterioration and blight so we can get procedures in line for vacant and abandoned areas of the Borough. This is to establish measures to try and alleviate some of the blighted residencies and vacant properties. The borough would make a path to the property to be renovated, sold, torn down and recover some of the liens and back taxes. It must be established through an Ordinance, our procedures, registrations, and requirements. We are looking to have Community Champions who would require bank owned properties for the financial institution that owns them, to register through the Borough. At next week's meeting he will be asking for a formal motion for a First Reading of potential Ordinance No. 881.

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

MAYOR'S REPORT

Mayor Depretis will present his report at the next meeting.

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

ADMINISTRATION

Mr. Barrett provided his written report to Council for tonight's meeting. Mr. Barrett mentioned a few items for Council to consider:

- Mr. Barrett was notified through MRM that the Borough is being removed from the Trust. Municipal Risk Management (MRM) is the Borough's long-time provider of Workers Compensation insurance. MRM is a self-insured Trust, and as such, operates through a Trust Agreement with member municipalities. Baldwin has accepted this Trust Agreement which governs the relationship between MRM and Baldwin. The Trust Agreement includes an "Acceptable" loss ratio that member municipalities agree to stay within. Further, the agreement states that after demonstrating a continued loss ratio that exceeds this Acceptable level, the Trust has the right to revoke our membership. The Acceptable Loss Ratio stated in the Trust Agreement is 60%. Baldwin currently has a Loss Ratio of 82.8%. MRM provides us with the ability to become 'Provisional

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Members' for a 3 year period. Provisional members are not entitled to dividends, so we would sacrifice our annual payments that have averaged \$60,000. Additionally, we would likely be subject to a rate increase each year at renewal beginning in January of 2018. Additionally, we would have to be accepted back into the Trust, usually by demonstrating an Acceptable Loss Ratio. Borough Council would be asked to pass a Resolution accepting these terms if we are to pursue Provisional membership. This item has been placed on Council's agenda for discussion. We have a September 15 deadline to notify MRM of our intentions.

- Curative Amendment to Zoning Ordinance for Gardenville Road. Following the adoption of the new zoning map, the Borough became aware of an unintentional zoning change along Gardenville Road. There are two parcels, the Garden Bar and a small office building that exist at the bottom of Gardenville Road. These parcels were zoned Commercial before the recent adoption. When the Borough adopted a new zoning map, these parcels were identified as Residential, R-1, as to match the rest of the residential neighborhoods surrounding this area. The Planning Commission has confirmed that there was not an intent to change the zoning in this area. The Zoning Hearing Board Solicitor did some initial research and have outlined a Curative Amendment process to correct this error. This has been placed on Council's agenda for consideration, at least for discussion on June 13, 2017.
- Mr. Barrett discussed a tabled motion for Traffic Resolution No. 368-229 to enforce parking on Churchview Ave. This resolution would install no parking this side signs from the driveway of Churchview Garden Apartments to the dead-end section of the roadway. Further discussion took place with council so the Traffic Resolution could be passed at the next meeting.

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

FINANCE

Mr. Fischer was absent and will review his Monthly Report at the next meeting.

PUBLIC WORKS

Mr. Behers reviewed a few items with Council with general maintenance, Bob Firek has items to cover with Council:

- Mr. Behers provided details of the Monthly Report including: the swimming pool work to make sure the pool opened on time, the Ganlet Drive curb installation as part of the patching being done in the Borough, PW is continuing with the CCTV work for the storm and sanitary roadways for the 2017 Roadway Programs, lastly, the summer aides have begun for the summer.
- Mr. Firek explained the Street Opening Permits with Pennsylvania American Water (PAW) and Columbia Gas (COL) who are milling and paving on the streets Mr. Firek has listed on his monthly report.
- A draft of Ordinance No. 880 (amending the Borough's Street Opening and Excavation Requirements) will incorporate the updated information. Council will be asked for a motion to approve at the next Council meeting.

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- The Colewood Sanitary Project and EQ Tank Project currently Guyer Bros. is completing the last of their contract with Lawn Restorations.
- The 4030 Brentwood Road Demolition had been more damaged with a fire and now deemed unsafe. A Slum and Blight Resolution has been prepared in order for the demolition to begin. Mr. Firek will keep all of Council updated.
- The 2017 Road Program had two contracts: Contract R01 (General Fund) and R02 (Liquid Fuels). Bonds and Insurance have been received and a pre-construction meeting is scheduled in June.
- The McAnnulty Bridge Replacement Project, MS4 Permit, Dollar General, Pool Renovations Phase II, Elm Leaf Park Phase I and PennDOT Issues were also addressed with Council.

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

PARKS AND RECREATION

Mr. Conley said there are not any requests the Blanket Approval List for the Borough Parks and Facilities for June 2017.

- Mr. Conley explained the Elm Leaf Phase I is accepting bids for Contract No. 17-01 with bids closing on Thursday, July 6, 2017 at 11:00 am.

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

ZONING AND PLANNING

Mr. Moeller reported the following updates and proposed meeting dates and times:

- The Planning Commission met on Monday, June 12, 2017 at 7:30 pm.
- The Zoning Hearing Board will not be meeting in June.

Mr. Moeller explained the Building Inspection Monthly Reports were included in his report:

May 2017, fees collected were \$13,629.79

May 2016 fees collected were \$9,214.25

May 2017 YTD fees collected were \$52,767.56

May 2016 YTD fees collected were \$48,017.30

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

PUBLIC SAFETY

Mr. Ducker said some of the Monthly Activity Reports have been received with additional monthly reports available at the next meeting.

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The recent passing of Ken Guerra for his past service was recognized by Council.

Unfortunately, the position of Emergency Management Coordinator must be filled. It was discussed that an advertisement should be submitted for a replacement of this position.

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

PERSONNEL

Mr. Barrett said Mr. Scott will provide his monthly report next week.

- Mr. Barrett explained he has a final draft of the Civil Service Rules and Regulations. Council will be updated when this becomes final.

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

NEW BUSINESS

No new business to discuss.

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

No one approached Council.

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

Council entered Executive Session at 10:15pm and adjourned at 10:40pm.

Respectively Submitted,

BOROUGH OF BALDWIN

John Barrett
Borough Manager