

AGENDA MEETING MINUTES OF JANUARY 11, 2022

The Agenda Meeting of the Borough of Baldwin Council was called to order by Vice President Marianne Conley at 7:30 p.m. on Tuesday, January 11, 2022.

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

Mrs. Erin Brown

Mrs. Denise Maiden

Mr. Raymond Dee

Mrs. Patty Boyer

Mr. James Behers

Mrs. Marianne Conley – Vice President

Mr. John Egger – President (via phone)

Mr. David Depretis - Mayor

Mr. Jake Bajek - Engineer

Mrs. Ashley Wagner - Solicitor

Mr. Robert T. Firek - Borough Manager

Chief Tony Cortazzo

AUDIENCE AGENDA: Agenda Items only. There were none.

CIVIL SERVICE COMMISSION

Ann Scott reviewed the changes to current rules and regulations for Civil Service and brought a few items to Council's attention:

- Most changes were to grammar and modernizing gender and discrimination rules
- Applicant Qualifications have changed from mandatory Act 120 Certification when applying to one of the following options:
 - Possess Act 120 and an Associate's Degree
 - Possess a Bachelor's Degree only. Act 120 Certification would then be provided by the Borough
- Physical Agility Requirements have been revised

Mrs. Conley asked Ms. Scott if a Bachelor's Degree in any field of study was acceptable. Ms. Scott replied yes, a Bachelor's Degree in any course of study would be fine. Also, if a candidate acquired the Act 120 certification through the Borough, and the candidate leaves their position within 3 years, they will have to reimburse the Borough for all monies paid by the Borough (uniform, certification, etc.) It was also added that Chief Cortazzo is seeking grant money to pay for the

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Act 120 certification. Mrs. Wagner added that any changes adopted to the Civil Service Regulations would require to be passed by an ordinance.

ENGINEER'S REPORT

Mr. Bajek reviewed the monthly report dated January 6, 2022 summarizing activity since the last Council Meeting. Additionally, Mr. Bajek provided brief updates on the following items:

Blossom Hill/ Charlotte Sanitary Sewer Repairs:

- Bids were opened on January 6, 2022. Stefanik's Next Generation Contracting Co., Inc. was the lowest bidder

Sanitary Sewer System (Streets Run):

- Phase 2 COA: Reviewing Exhibit B and flow data
- Still waiting on railroad permits from Car Load Express for the Grow Grant Project
- Regionalization: working on permits and right of way coordination. A multi municipal meeting is being held January 14, 2022. LSSE issued response to PaDEP comments on January 6, 2022.

Pollution Reduction Plan (PRP) MS4 Activity:

- Storm Water Authority authorized readvertising of PRP with changes
- LSSE is drafting advertisement for the Borough to hold a public hearing on the amendments.

Municipal Building Improvements:

- Bids were opened January 10, 2022 and were significantly lower than original bids. Base bid: Administrative Entrance, Police Entrance/Interview Area, and Women's Locker Room. Add Alternates: Squad Room, Sally Port, Gym Relocation, and Exterior Fence. All add alternates, except for the fence, fit within the Borough's Budget. Total Cost with Add Alternates is \$650,915 with \$185,000 paid from ARPA Funds (American Recovery Plan Act).

Developments/Planning Related Items:

- **Coen Convenience Store** – Approval recommended by Planning Commission at the January 10, 2022 meeting conditional on crosswalks and sidewalk plans. Chris Peters from Coen said they will comply with crosswalk at end of driveway and are waiting on PennDOT to advise on sidewalks so they can submit final plan. Mr. Firek confirmed with Mr. Peters that they will be using the piano key design for the crosswalk.

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Route 51 Streetscape Enhancement Overlay District

- Advertising for Public Hearing for the Proposed Ordinance will be voted on at the January 18, 2022 meeting.

McCloskey Grading Permit (Walton Road)

- Grading permit was issued December 20, 2021.

Vier/Fisch

- Two lot consolidation was recommended by Planning Commission for Approval at the December 10, 2021 meeting.

Mr. Firek asked Mrs. Brown is she needed to add anything. She did not.

Mrs. Conley asked if there were any questions for Mr. Bajek. There were none.

SOLICITOR'S REPORT

Mrs. Ashley Wagner updated Council on the need to put Council Vice President, Mrs. Marianne Conley, in place as a temporary signatory due to Council President, John Egger's upcoming absence due to medical circumstances.

M-1 *Mrs. Maiden made a motion to Add a Motion to the Agenda; Second by Mr. Behers. The motion was passed unanimously.*

M-2 *Mrs. Maiden made a motion to approve **Resolution 2022-01-01** Allowing for an Alternate Signatory during the incapacitation of the Council President; Second by Mr. Behers. The motion was passed unanimously.*

Mrs. Conley asked if there were any questions or discussion on this motion. Mr. Egger asked if he was permitted to vote on this motion and he was told by Mrs. Wagner that he was permitted.

Mrs. Conley asked if there were any questions for Mrs. Wagner. There were none.

MAYOR'S REPORT

Mayor Depretis will give his monthly report next week.
Chief Cortazzo did not have anything additional to add.

Mrs. Conley asked if there were any questions for the Mayor or Chief. None were asked.

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ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There were a few updates to provide to Council:

Sanitary Sewer Sale:

- The Manager is waiting on a draft valuation from PFM and will meet with them at the end of January. PFM will make a presentation to Council in February.

Council Filled the Following Vacancies after discussion:

- SHACOG Board of Directors
 - Mrs. Conley – Primary
 - Mr. Egger - Alternate
- Allegheny County Borough's Association and PA Borough's Association
 - Mrs. Boyer – Primary
 - Mr. Egger - Alternate
- SHACOG Joint Rate Review Board
 - Mrs. Maiden – Primary
 - Mr. Dee – Alternate
- SHACOG Franchising Authority Board
 - Mrs. Brown – Primary
 - Mrs. Boyer – Alternate
- Stormwater Authority Board
 - Erin Brown Appointed to Fill the Vacant Position (Term to Expire December 2022)
- Library Board will be interviewing candidates for the one open seat
- Planning commission has an open seat, possibly a second
- Four candidates have interest in various boards so interviews will be set with Council before February 8, 2022 agenda meeting

Mr. Egger asked if the Library Board or Planning Commission seats can be filled by a council member. Mrs. Wagner said she feels it is fine, but Mr. Firek said he does not believe it is possible. Mrs. Wagner will check on this.

- Draft ordinance 920 updating Baldwin Borough Service Members Pension vesting schedule will be on the agenda next week for 1st reading and advertisement.
- Hardcopy of the updated Employee Handbook was provided. Will be discussed at February agenda meeting.
- Stormwater Grow Greener Grant was denied.

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- Pollutant Reduction Plan (PRP) must be readvertised and public comments will be accepted at the council meeting February 15, 2022.

Mrs. Conley asked if there were any questions for Mr. Firek. None were asked.

FINANCE

Mrs. Maiden will provide her report at the next meeting.

Mrs. Conley asked if there were any questions for Mrs. Maiden. None were asked.

PUBLIC WORKS

Mr. Dee said he will provide his report at the next meeting.

Mrs. Conley asked if there were any questions for Mr. Dee. None were asked.

MUNICIPAL SERVICES MANAGER REPORT

Mr. Lubin would like to provide a few updates to Council:

2021 Road Program Update:

- Small payment will need approved at next meeting for Liquid Fuels Contract.
- Punch list items will be completed in Spring.

2022 Road Program:

- Will be asking for motion at February meeting to approve LSSE reviewing road improvements and providing estimated cost.

PRP:

- Working on acquiring easements with Breckinridge and St. Josaphant Cemetery for PRP Project.

Elm Leaf PH. III:

- Demo Began; Raingarden/retention pond work has begun; HRG recommends approval for payment and a motion will be needed at the next meeting to approve.

General Misc.:

- Duquesne Light replacing towers in the Hays Woods Property
- Trench base repair is complete and ready for paving on PAW/Columbia Gas Projects in Spring

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- Ice issues happening due to rising water tables due to heavy rain before subzero temperatures.

Mrs. Conley asked if there were any questions for Mr. Lubin. Mrs. Brown asked if the ballfields at Elm Leaf Park (under construction) will be ready for Spring. Mr. Lubin answered that they should be done in time for baseball season. No other questions were asked.

PARKS AND RECREATION

Mrs. Boyer noted the items on the Blanket List for Next Week's Approval.

ZONING AND PLANNING

Mrs. Brown Provided the Following Update and Report:

The Zoning Board meeting will be held January 20, 2022

Fees collected for December 2021: \$2,387

Fees YTD for 2021: \$26,569

Mrs. Conley asked if there were any questions for Mrs. Brown. None were asked.

PUBLIC SAFETY

Mr. Behers provided copies of the monthly activity reports for Council and provided the following details:

BEMS:	310	calls	7.3	minute- average response time
SBVF:	30	incidents	7.52	minute -average response time
Baldwin 105 (Nov.):	24	incidents	3.4	minute- average response time
Baldwin 105 (Dec.):	25	incidents	9.3	minute- average response time
Baldwin 105 (2021):	379	incidents	7.58	minute-average response time
Option:	46	incidents	5.3	minute-average response time

Mrs. Conley asked if there were any questions for Mr. Behers. None were asked.

PERSONNEL

Mrs. Conley has nothing to report at this time.

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NEW BUSINESS

Mrs. Conley asked if there was any additional new business. No new business.

Mrs. Wagner added that she looked at the Borough Code for board seats and said that a council member can fill a Planning Commission seat but cannot fill a Zoning Hearing Board or Library Board seat.

AUDIENCE AGENDA: Any issue pertaining to Borough Business. There were none.

M-3 *Mrs. Conley made the motion to go into executive session to discuss personnel and legal matters; second by Mr. Behers. Upon vote, motion passed.*

Respectively submitted,

BOROUGH OF BALDWIN

Robert T. Firek,
Borough Manager