

# AGENDA MEETING MINUTES OF FEBRUARY 8, 2022

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The Agenda Meeting of the Borough of Baldwin Council was called to order by President John Egger at 7:30 p.m. on Tuesday, February 8, 2022.

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

Mrs. Denise Maiden - absent

Mr. Raymond Dee

Mrs. Patricia Boyer

Mr. James Behers - absent

Mrs. Erin Brown

Mrs. Marianne Conley – Vice President (via phone)

Mr. John Egger – President

Mr. David Depretis - Mayor

Mr. Jason Stanton - Engineer

Mrs. Ashley Wagner - Solicitor

Mr. Robert T. Firek - Borough Manager

Chief Tony Cortazzo

**AUDIENCE AGENDA:** Agenda Items only. There were none.

## **ENGINEER'S REPORT**

Mr. Stanton reviewed the monthly report dated February 3, 2022 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

### **Sanitary Sewer System (Lick Run):**

- Remote Meeting held January 18, 2022.
- Bidding Second Quarter of 2022 for the master meter project.
- PHA has STP inspection scheduled for February 15, 2022 related to PENNVEST and COA release.
- Next meeting April 12, 2022 at 9:30 am via conference call.

### **Blossom Hill and Clelia/Charlotte Sanitary Sewer System:**

- Anticipated to have contract documents ready for Council execution at the February 15, 2022 meeting.

### **Sanitary Sewer System (Streets Run/ALCOSAN):**

- ACHD declined further signatory extension on the Phase II COA.
- 3RWW released the Baseline DueDiligence template on February 3, 2022.
- Report due date is April 30, 2022 (6 months after execution of COA).

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## **Pollution Reduction Plan (PRP):**

- The PRP is currently in the 30-day review/comment period which will conclude at the February 15, 2022 Council meeting.
- March 7, 2022 is the bid opening date for: Breckenridge 1 and 2, Stream Restoration associated with Breckenridge 2, and Cathell.

## **ALCOSAN Grow Grant:**

- Car Load Express is preparing the license agreement for the crossing areas.

## **2022 Road Program:**

- Preliminary road list provided by Mr. Lubin and will be updated once unit prices are obtained by LSSE.

## **Municipal Building Improvements:**

- Contracts were awarded January 18, 2022.
- Award letters were issued to the four contractors by letter dated January 26, 2022. Signed contracts have been received back from the Electrical and Mechanical Contractors.
- It is anticipated to have contracts ready for Council execution at the February 15, 2022 Council meeting.
- Tentative pre-construction meeting to be scheduled in the next two weeks.

## **Parks and Recreation Grant Funding:**

- GEDTF funding for pool improvements was not awarded.
- Application due in mid-March for a state wide Local Share Assessment (LSA) grant. LSSE provided supporting information. Borough staff to submit in Grant request.

## **CDBG Year 47 Demolition Contract:**

- Demolition is planned on homes on Streets Run Rd., Curry Rd. and Chestnut St.
- Asbestos testing has been completed by the County.
- SHACOG requested contract documents and technical specifications by February 9, 2022.
- LSSE issued documents to SHACOG on February 4, 2022.

## **Coen Convenience Store:**

- Review letters were issued by LSSE on January 7, 2022.
- The Planning Commission recommended Council approval contingent on addressing outstanding items at the January 2022 meeting.

## **McCloskey Grading Permit (Walton Rd.):**

- LSSE has supported issuance of grading permit Notice of Violation.

## **Route 51 Streetscape Enhancement Overlay District:**

- Public Hearing scheduled for March 15, 2022 with Council adoption anticipated for April Council meeting.

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Mr. Egger asked if there were any questions for Mr. Stanton. Mrs. Boyer asked if there was an update on Paynter school construction. Mr. Firek replied that they are on schedule at this time. There were no further questions.

## **SOLICITOR'S REPORT**

Mrs. Ashley Wagner had no items for the public meeting. All items were for executive session.

Mr. Egger asked if there were any questions. There were none.

## **MAYOR'S REPORT**

Mayor Depretis will give his monthly report next week.

Mr. Egger asked if there were questions for the Mayor. There were none.

Mr. Egger asked if Chief Cortazzo had anything to add.

Chief Cortazzo proposed making Walton Rd. a one-way street (flowing from Churchview Ave to Glass Run Rd.) based on the following:

- In the past 10 years there have been multiple traffic accidents along Walton Rd.
- Residents asked for installation of a guiderail along Walton Rd. in response to the latest accident which caused extensive damage to a home on Churchview Ave. (Backyards of several home which abuts Walton Rd.)
- A guiderail does not meet the warrants for placement per PennDOT and FHA standards and would increase Borough liability should one be installed.
- Walton Rd. is more narrow than average roadways (18ft. in most spots vs. 21ft. average width for most roads.)
- Walton Rd. has a reduced speed limit of 20 MPH.
- Parking lane is on the right side of street. Traffic will flow on the left side of street.
- Chief Cortazzo has the support of Chief Plunkett from BEMS, Chief Kreil from N. Baldwin Fire Dept., Mr. Cambest (Emergency Management Coordinator,) and Superintendent Lutz from Baldwin-Whitehall School District to change Walton Rd. to one-way.
- Port Authority does not use Walton Rd. for bus routes, so will not be impacted by the change.

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Mr. Egger asked if there were any questions. Mr. Dee asked Chief Cortazzo if he has spoken with any residents of Walton Rd./Churchview Ave. about the plan. The Chief said that he has spoken with at least one resident and the resident agreed that this was a good solution. Mr. Dee reiterated that this is a great solution and asked if the speed limit will remain 20 MPH. Chief Cortazzo replied that it will remain the same. Mrs. Brown asked if the intersection of Glass Run Rd. and Churchview Ave. will be monitored/changed since the increase in traffic to that area may cause accidents. Chief Cortazzo replied that he will assign traffic officers to watch the area for a few weeks if the change is made to traffic direction on Walton Rd. to see if changes are needed to that intersection. Mrs. Wagner asked if the Borough will need a resolution to install traffic signs on Walton Rd. and Mr. Firek replied that a resolution is not needed for signs but one is need to make the roadway one-way. Mr. Firek also added that a letter will be sent out on February 9, 2022 to residents who reside and or have driveways on Walton Rd./Churchview Ave. (abutting Walton Rd.) so they have ample notice prior to the February 15, 2022 Council meeting and they can come and speak for or against this proposal.

Mr. Egger asked if there were additional questions. There were none.

## **ADMINISTRATION**

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

### **General Misc.:**

- A resolution will be needed for the lease of a new police vehicle, costing \$50,190.50
- A resolution will be needed to approve the Borough joining the SHACOG joint bid for solid waste collection. The contract for solid waste expires December of 2023.
- CDBG Year 47 Demolitions are out for bid in addition to Mr. Stanton's update earlier. Mr. Firek hopes demolition can begin late April/early May.
- Draft Ordinance 920 will be on the agenda next week for Council's consideration to adopt updates to the Baldwin Service Employees Pension Plan.
- Route 51 Overlay District public hearing is delayed and will be held at the March regular meeting to meet notification requirements.
- MS4 PRP Amendment public comment period will end at next week's Council meeting.
- The November 8<sup>th</sup> Council agenda meeting must be moved to another date due to Election Day. Mr. Firek suggested November 7 and November 9,

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2022 as alternate dates. November 7<sup>th</sup> was agreed upon by all members in attendance. Mr. Firek said he will readvertise the meeting for November 7, 2022.

## **Employee Handbook Revisions**

- A copy of the revised handbook was passed out to Council last month. Mrs. Wagner explained that ambiguous language regarding sick /vacation time was clarified and updates to the FMLA to be in line with Federal requirements. Mr. Firek added that the drug testing policy was revised for the administrative staff. Resolution 2022-02-09 will be on the agenda next week to adopt the updated handbook.

## **Sanitary Sewer Sale**

- PFM completed review of the sewer system. Mr. Firek explained that PFM is a financial management company who is helping the Borough through the sewer system sale process initial valuation to determine if the Borough wants to move forward with this endeavor.

## **South Hills Animal Cooperative:**

- No update at this time.

## **Fire Department Consolidation:**

- February 9, 2022 is the VFD meeting with SHACOG for all municipalities. Councilman Dee and Borough Manager Robert Firek will be attending.
- Volunteer Fire Companies can file for a residential rate for the fire company's electrical service. Mr. Firek was mentioning this for informational purposes so it can be looked into by all the Borough Volunteer Companies.

## **Pool Grant:**

- GEDTF grant was denied.
- A \$250,000 Greenways, Trail and Recreation Grant (GTRP) was applied for, but only \$50,000 was awarded.
- The Borough is applying for a \$600,000 Local Share Assessment (LSA) Grant. The application is due by March 15, 2022. A resolution will be on the agenda next week for approval.

## **2022 Season Pool Rates:**

- A rate sheet was passed out to members of Council with Baldwin Borough's rates and the rates of surrounding communities, for comparison.
- Mr. Firek suggested lowering the senior pass rate to \$10 for residents and increasing the senior rate to \$50 for non-residents. This is more in line with other communities.
- Mr. Firek asked if any members of Council had input on the rates. Mrs. Brown suggested a change in the family pass to include four (4) children.

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Mr. Egger agreed that this was a good idea. Mr. Firek and Mrs. Boyer feel there should be a specified cap on the number of children included in a family pass or else it may cause issues with people bringing children to the pool that are not part of their family and including them on their pass. Mrs. Boyer suggested limiting the number of children on a family pass to four (4) and raising the non-resident family pass rate to \$250. Mr. Firek noted he would look into this possibility and then Council can discuss again possibly next month.

Mr. Egger asked if there were any questions for Mr. Firek. None were asked.

## **FINANCE**

Mrs. Maiden was not in attendance. Her report will be given next week.

## **PUBLIC WORKS**

Mr. Dee will give his report next week.

Mr. Egger 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:

### **2022 Road Program:**

- A list of 20 roads and 8 add alternate roads has been provided to LSSE for review.
- Color coded maps are being put together to show past and present road work projects for a presentation to Council next month.
- Mrs. Conley asked if the Borough coordinates with the utility companies to coincide paving projects with utility projects. Mr. Lubin said that this is being done. Mr. Dee expressed concern over delays in waiting for the utility companies to complete their required paving. Mr. Lubin explained that this is not unusual since the projects are done in stages. Larger projects can have multiple stages which is why the paving seems to take longer. However, it is worth waiting for paving to be done by the utility companies since the cost savings to the Borough is significant.
- Mr. Lubin explained that the weather changes are going to cause issues with older roadways. This may change the priority of the roads on the paving list.

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- Mrs. Boyer asked about the Maryann Dr./Pleasantvue Dr./Churchview Ave. area which had asphalt placed in the corner radius areas of the yards. Mr. Lubin explained that the school district obtained approval from residents to make temporary changes to the yards, which will allow the construction trucks to move freely with materials that they will be transporting to the Paynter School site. This will be returned to grass areas by the School District once the construction is completed.

## **MS4 PRP Project:**

- Mr. Lubin has met with several residents regarding easements for the project and has had a favorable response.

## **Elm Leaf Park Ph. III:**

- Rain garden/retention pond was installed along with storm piping.

## **Salt Orders:**

- 600 tons of salt were in storage to start the Winter season.
- The Borough has reached the order minimum with Costars.
- The Borough is  $\frac{3}{4}$  of the way through the SHACOG minimum order.
- There were 11 overtime call out days thus far due to a higher than normal snow total.

Mr. Egger asked if there were any questions for Mr. Lubin. Mrs. Conley commended Mr. Lubin and the Public Works department on a phenomenal job this Winter.

## **PARKS AND RECREATION**

Mrs. Boyer noted there were no Blanket List items this month.

Mr. Egger asked if there were any questions for Mrs. Boyer. None were asked.

## **ZONING AND PLANNING**

Mrs. Brown Provided the Following Update:

- The Planning Commission Meeting to be held February 14, 2022 has been cancelled as there are no items on the agenda.
- The Zoning Hearing Board Meeting to be held February 17, 2002 has been cancelled as there are no items on the agenda.

Fees collected for January 2022: \$13,762.79

Mr. Egger asked if there were any questions for Mrs. Brown. None were asked.

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## **PUBLIC SAFETY**

Mr. Behers will provide his report next week.

## **PERSONNEL**

Mrs. Conley will provide her report next week.

## **NEW BUSINESS**

Mr. Egger asked Council to come up with goals they would like to achieve in the Borough over the next 2-4 years. He said his goal is to make Colewood Park the future home of Community Day. He feels that the Borough needs a space for North and South Baldwin to come together and feels the park would be the solution. He asked Council to think about future goals they would like to achieve in the Borough.

Mrs. Boyer added that the people residing around the Paynter construction site received a thank you gift and note from the school district for their patience during the demolition and rebuild of the school.

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

**M-1** *Mrs. Conley made the motion to go into executive session to discuss personnel and legal matters; second by Mrs. Boyer. Upon vote, motion passed unanimously.*

**M-2** *Mrs. Conley made a motion to adjourn; second by Mrs. Boyer. Upon vote, motion passed unanimously.*

Respectively submitted,

**BOROUGH OF BALDWIN**

Robert T. Firek,  
Borough Manager