

MINUTES TO AGENDA MEETING OF MARCH 9, 2021

The Agenda meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, March 9, 2021.

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

Mr. Chad Hurka
Mrs. Denise Maiden
Mr. Francis Scott
Mrs. Patty Boyer
Mr. James Behers
Mr. John Egger - Vice-President
Mrs. Marianne Conley - President
Mr. David Depretis - Mayor
Mr. Jason Stanton – Engineer
Mrs. Ashley Wagner – Solicitor
Chief Tony Cortazzo
Mr. Robert T. Firek - Borough Manager

AUDIENCE AGENDA: Agenda Items only – Only 5 MINUTES PER SPEAKER OR GROUP: There were none.

ENGINEER’S REPORT

Mr. Stanton reviewed the monthly report dated March 4, 2021 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

Sanitary Sewer System (Lick Run):

- No new updates.

Sanitary Sewer System (Streets Run):

- PaDEP extended the interim Corrective Action Plan to June 30, 2021.
- 3WG meeting to preview certain elements of the Phase 2 COA will take place on March 11, 2021.
- LSSE attended a technical meeting with ALCOSAN on February 24, 2021 to review the scope and identify/optimize GROW funding for Area “11” (one of the four components of the multi-municipal coordination project).

Pollution Reduction Plan (PRP) MS4 Activity:

- Progress is being made on PRP projects; Surveys completed and design tasks initiated.

2021 Road Improvement Program:

- LSSE and the Borough met on the scope of work.
- Bids anticipated to open May 6, 2021 via on-line bidding platform.

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Developments:

- *Ferry Electric Offices and Storage Building Expansion* – Plans were presented at the February 8, 2021 Planning Commission meeting. Approval was recommended contingent upon addressing remaining comments.

Mrs. Conley asked if there were any questions for the Engineer. None were asked.

BLIGHTED PROPERTY CONSERVATORSHIP PRESENTATION

Aaron Chaney with Penn Pioneer Enterprises presented Council with a potential partnership program to address blighted properties. The program would allow for blighted properties within the Borough to be brought back into use under court supervision. Mr. Chaney walked Council through the process the Borough would need to follow under the program and explained the criteria that properties must meet to be considered blighted. Mr. Firek commented on the value this program could provide to the Borough. Council had a few questions regarding the cost of the program and effect on residents. Mr. Chaney addressed their concerns.

Mrs. Conley asked if there were any additional questions for the Mr. Chaney. None were asked.

SOLICITOR'S REPORT

Mrs. Wagner said she has nothing to report for this month. There will be a few items for executive session.

Mrs. Conley asked if there were any questions for the Solicitor. None were asked.

MAYOR'S REPORT

Mayor Depretis will give his monthly report next week.

Chief does have items to discuss in executive session. He also updated Council on the Chase bank fraud that many residents have been reporting. SHACOG Cooperative Investigative Team has been activated and is working with the Secret Service to investigate. The Chief also noted that the police department has waived report fees and they are doing as much as they can to assist residents.

Mrs. Conley asked if there were any questions for the Mayor or the Chief.

Mr. Egger asked the Chief to clarify how the fraud was operating. The Chief explained how the hackers are creating fake accounts.

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

ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There are a few items for Mr. Firek to discuss in executive session and he covered the following items from his report:

Planning and Zoning Director/ Code Officer:

- An advertisement has been placed with the last day for submittal of an application and resume due on April 6, 2021.

South Hills Cooperative Animal Control (SHCAC):

- The SHCAC will be meeting on April 6, 2021 to make a decision regarding the secondary kennel facility that has been previously discussed.

Municipal Building Improvements:

- Final drawings and specifications are being developed with a tentative schedule to have the project out for bid the end of March or early April and a bid opening in early May. This will allow for a potential award by Council at the May regular meeting.

Underground Storage Tank (UST) Removal:

- All the Monitoring wells have been installed and are now being monitored. Once results are provided the Manager will update Council should any further action be required.

SEO Overlay District Ordinance:

- Still awaiting County Approval/comment.

PAW New Municipal Water Shut-Off Agreement:

- PAW's current agreement with municipalities regarding water shut-off's is being terminated and replaced with a new version that is compliant with the latest PA laws. As such, they have forwarded over the agreement to be signed. The Manager has forwarded to the Borough's Solicitor and she has reviewed the agreement and says it is ok to be signed. The Manager is asking council to authorize him to sign the new agreement. It is attached to the Manager's report for Council's review.

New Paynter Elementary School:

- The Baldwin Whitehall School District Superintendent, Dr. Randall Lutz, asked of Council via letter dated February 10, 2021 to waive any permitting fees that are not related to any associated costs or 3rd party fees/costs. As such, the only fees to be considered would be the demolition fee and the Grading Permit fee. The demolition fee is typically 5% of the demolition cost. Dr. Lutz indicated that the fee for demolition was a \$0.00 bid so there would not be any fee associated with the demolition. The grading permit fee would be based on the Borough's ordinance which is based on cubic yards moved. The School District has indicated in their Grading Permit Fee they are moving approximately 45,000 CY. Accordingly, the fee would be \$74.50. The Manager recommends that this fee be waived by Council.

Pool Management Company:

- An RFP had been sent out to two companies who were asked to provide a response by March 8. American Pool Management was the only bid

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received. Their cost on a monthly basis is \$22,000.00. A new bid will have to be put out for future seasons and Mr. Firek recommends starting the process earlier going forward. Mr. Firek asked if Council had any questions. Mrs. Conley asked if there is language in the contract to cover the possibility of having to close the pool early. Mr. Firek said that this language has been added. Mr. Scott asked which company the Borough had used last year when the pool season had to be canceled and Mr. Firek explained it was the same company.

Ground Maintenance Contract (Grass Cutting):

- These bids have been advertised and are due to the Borough on March 16 by 11 AM. A bid tabulation will be provided that evening to Council for review and consideration for award which will allow the Contract to begin by April 1, 2021, the typical start of the mowing season.

Sanitary Sewer Sale:

- The Sewer Committee along with the Manager met for a 2nd time with representatives from PAW on March 2 to discuss the possibility of the Borough selling our Sanitary Sewer System to a private company. Discussions were had with regards to 3rd level ball park figure regarding the overall price of the sale and the process and procedures to move forward with a sale of our system. Mr. Firek recommends continuing to look into the possible sale. The process is likely to take 12 to 18 months. Mrs. Conley asked for a time frame to inventory all of the Borough's Sanitary Sewer assets. Mr. Firek explained that the 12 to 18 months accounts for the inventory process.

Mrs. Conley asked if there were any discussions or questions for Mr. Firek. Mr. Scott commented that the process will create a cost for the Borough but he is still in favor of the sale at this point. Mrs. Maiden explained that she feels there would be a bigger risk if the Borough decided to not move forward with the sale.

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

FINANCE

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

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

PUBLIC WORKS

Mrs. Boyer said she will provide her report at the next meeting.

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

MUNICIPAL SERVICES MANAGER

Mr. Lubin reviewed the monthly report for Council and expanded on a few items:

2020 Road Program:

- Final payment approved and contract closed out February 16, 2021.

2021 Road Program:

- The final field measurements will be completed this week and the bid should be finalized shortly after.

Colewood Park New Restroom

- Final pay request for approval at the next meeting (Pay app No. 5) for Plumbing Contractor of \$2100.00, which is retainer. This Pay Request was submitted to HRG for review, and were approved. This contract will be closed out for next month after the last minor punch list item is addressed.

Elm Leaf Park Streetscape/Wayfair/Sharrow project:

- Contractor sealed curb joints and began Wayfinding Sign Installation. Anticipate a pay request for next month.

MS4:

- This will continue to be ongoing throughout the year with updates provided to Council.

Utility Work and Projects: (gas, water, electric etc.):

- Information has been received from Columbia Gas of a Design Project for parts of Custer Ave (may affect part of 2021 RP for paving a portion of this road)
- The Borough has been approved for all 66 lights applied for with the DLCO-LED Lighting Grant, and this work should begin soon. New applications for this program are due in June 2021.

Sanda Park:

- Playground equipment will be put in sometime in May 2021.

Municipal Field Improvements:

- The Borough had to go with a new contractor for the infield improvements due to a sudden withdraw of the original contractor.
- There has been an increase in anticipated costs for the fencing.

Salt Update:

- 3,400 tons of salt ordered and 3,350 tons have been received so far this year.
- Mr. Lubin discussed the shortage of salt earlier in the year due to the high level of snow events.

Mrs. Conley asked if anyone had any questions or items regarding Mr. Lubin's report. Mr. Egger asked about the status of Tommy Drive in regards to the road program. Mr. Lubin responded that Tommy Drive will be paved this year.

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

PARKS AND RECREATION

Mrs. Maiden will provide her monthly Parks and Recreation Report to Council at the next meeting.

Library Director's Report to Council:

- Mrs. Maiden wanted to address the Virtual Cocktail Party that the Library is hosting. She explained the event and wanted to commend the library on their creative efforts.

Community Advisory Events Committee updates:

- Mrs. Maiden asked for Council's approval to start a Farmer's Market in Baldwin Borough. She has received approval from the school district to use Wallace as the location and has completed an application. Mrs. Maiden discussed the value of the market and potential dates. Mr. Scott asked if the solicitor has looked at the application. Mrs. Maiden replied that she has not reviewed it yet. Mr. Scott, Mrs. Conley, and Mrs. Maiden went on to discuss the location, insurance requirements, and potential vendors.
- Council agreed to approve the Farmer's Market and application once reviewed by the Solicitor.

Mrs. Conley asked if anyone had any additional questions for Mrs. Maiden.

Mr. Egger wanted to add a comment that on May 8, 2021 there will be a band performing at Colewood Park from 4:00 PM to 6:00 PM.

Mrs. Conley thanked Mrs. Maiden for her hard work on the Farmer's Market.

ZONING AND PLANNING

Mr. Egger provided his Monthly report to Council:

Permits issued for February 2021: 34 permits issued

Issued YTD 2021: 57 permits issued

Fees collected for February 2021: \$4,307.61

Fees YTD 2021: \$8,845.61

Fees for February 2020: \$9,280.00

Fees YTD 2020: \$13,157.50

Mr. Egger noted that the decrease in revenue is likely due to COVID.

The Planning Commission had a meeting on March 8, 2021 and the Planning and Zoning Board have a meeting scheduled for March 18, 2021.

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

PUBLIC SAFETY

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

BEMS:	275 calls	7.2 minute- average response time
OPTION Fire	31 incidents	6.9 minute -average response time
SBVF	17 incidents	8.8 minute -average response time

Baldwin #105 did not have a report for Council at this time.

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

PERSONNEL

Mr. Scott said he has nothing to report for this month.

Mrs. Conley asked if anyone had any questions for Mr. Scott. None were asked.

NEW BUSINESS

Mrs. Conley asked if there was any additional new business.

Mr. Firek announced that Mr. Hurka forwarded him a question regarding the Fire Assistant Chiefs potentially performing fire inspections for the Borough. Mr. Firek had the solicitor review this for potential issues. Mrs. Wagner presented her research to Council. She found that the largest concern is the liability related to potential injuries and an agreement between the Borough and the Assistant Chiefs would be highly recommended. Mr. Hurka joined the liability discussion to address current workers' compensation coverage for the fire departments. Mr. Egger and Mrs. Conley also joined the discussion to clarify the current fire inspections that are performed. Mr. Scott discussed the possible cost for additional insurance coverage. Council also discussed the certifications needed in order to perform fire inspections. It was decided that Mr. Firek and Mr. Hurka will continue to look into this option.

Mrs. Conley asked if there was any additional new business.

AUDIENCE AGENDA: Any issue pertaining to Borough Business.

- Chris Seymour from the Planning Commission/ Tree Commission asked if there was an update on the Route 51 Overlay. Mr. Firek informed Mr. Seymour that the update had been given earlier in the meeting and that the Borough is still waiting for an update from the County. Mr. Seymour also asked if there were any plans to finish the second field at Colewood Park. Mr. Firek confirmed that there is still a plan in process.

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Mrs. Conley asked if there was any additional issues. There were none.

M-1 *Mr. Egger made the motion to go into executive session to discuss personnel and legal matters; second by Mr. Scott. Upon vote, motion passed.*

Respectively submitted,
BOROUGH OF BALDWIN

Robert T. Firek,
Borough Manager