

# REGULAR MEETING MINUTES OF APRIL 19, 2022

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The Regular Meeting of the Borough of Baldwin Council was called to order by President John Egger at 7:30 p.m. on Tuesday, April 19, 2022.

The invocation was done by Mr. Egger.

The following Council members and staff answered to roll call:

Mrs. Patty Boyer  
Mr. James Behers  
Mrs. Erin Brown  
Mr. Raymond Dee  
Mrs. Denise Maiden  
Mrs. Marianne Conley, Vice-President  
Mr. John Egger - President  
Mr. David Depretis - Mayor  
Mr. Jason Stanton - Engineer  
Mrs. Ashley Wagner - Solicitor  
Mrs. Diana Behers – Treasurer (not in attendance)  
Mr. Robert Firek - Borough Manager  
Chief Tony Cortazzo

## **APPROVAL OF MEETING MINUTES**

**M-1**      *Mrs. Conley made a motion to approve the Agenda Meeting Minutes of March 8, 2022; second by Mr. Behers. Upon vote, the motion passed unanimously.*

**M-2**      *Mrs. Maiden made a motion to approve the Regular Meeting Minutes of March 15, 2022; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

## **AUDIENCE AGENDA - Agenda Items Only: 5 MINUTES PER SPEAKER OR GROUP**

Mr. Jonathan Bruno, a member of the Planning Commission, thanked Council for considering the Route 51 Streetscape Enhancement Overlay District Ordinance and noted the Planning Commission and Council have been working on this for the past year and a half.

## **ENGINEER'S REPORT**

Mr. Stanton previously submitted the Monthly Engineer's Report to Council at the Agenda meeting. He had the following motions for Council's consideration:

**M-3**      *Mrs. Conley made a motion to Approve Partial Payment No. 1 in the amount of \$2,700 to Allegheny City Electric, Inc. for Contract No. 21-MB3 (Municipal Building Renovations, Re-Bid) per the recommendation of the*

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*Borough Engineer; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

**M-4** *Mrs. Conley made a motion to Approve Partial Payment No. 1 in the amount of \$46,774.44 to Stefanik's Next Generation Contracting Co., Inc. for Contract No. 21-S1 (Blossom Hill/Rear Charlotte Sanitary Sewer Repairs) per the recommendation of the Borough Engineer; second by Mr. Behers. Upon vote, the motion passed unanimously.*

**M-5** *Mrs. Conley made a motion to Approve Bond Reduction No. 5 for Baldwin Apartments from \$10,000 to \$0.00. This is a final release of all remaining funds for this development per the recommendation of the Borough Engineer; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

## **SOLICITOR' S REPORT**

Mrs. Wagner provided the Solicitor's Report last week. She added that a public hearing will be held at the May 18, 2022 Council meeting pertaining to an intermunicipal liquor license transfer request. This hearing will need to be advertised to inform the public.

**M-6** *Mrs. Conley made a motion to Add a motion to the agenda; second by Mr. Behers. Upon vote, the motion passed unanimously.*

**M-7** *Mrs. Conley made a motion to Advertise for a public hearing regarding an intermunicipal liquor license transfer of PLCB License R-8866; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

Mrs. Wagner asked if there were public comments on the motion, since it was not originally on the agenda. None were asked.

## **MAYOR'S REPORT**

The Mayor provided information from the Police Monthly Activity report from March 2022:

Calls to Police: 726 calls  
Fees collected: \$3,608.00  
Arrest Totals: 17  
Citations/tags: 81

## **ADMINISTRATION**

Mr. Firek presented his Manager's Report last week and had the following motions for

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Council's consideration:

**M-8** *Mrs. Conley made a motion to Advertise for Public Works summer seasonal help; second by Mr. Behers. Upon vote, the motion passed unanimously.*

Mr. Egger asked how many positions are open for summer help. Mr. Firek replied that there are two spots budgeted for this year. Candidates must be able to assist public works with tasks such as painting and cutting grass and must also reside in Baldwin Borough.

**M-9** *Mrs. Conley made a motion to Award Contract No. 22-D1 (CD 47 3.11.4) Structure Demolitions to Nate Brown Demolition, LLC in the amount of \$37,473.96; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

Mr. Egger asked what is being demolished. Mr. Firek replied that there are three dilapidated structures on the South end of the Borough that are being torn down.

**M-10** *Mrs. Conley made a motion to Adopt **Ordinance No. 921** Amending Chapter 168 (Zoning) to adopt and establish a Pennsylvania State Route 51 Streetscape Enhancement Overlay District; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

**M-11** *Mrs. Conley made a motion to Adopt **Ordinance No. 922** Debit Ordinance "Not-to-Exceed" regarding a refinancing of the Borough's 2017 Bonds with PNC Bank; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

**M-12** *Mrs. Maiden made a motion to Approve **Resolution No. 2022-04-10** Amending the Elm Leaf Park Swimming Pool Fee Schedule for residents and non-residents; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

**M-13** *Mrs. Conley made a motion to Approve **Resolution No. 2022-04-11** Designating Salaries and Wages for Administrative and Other Personnel for the Year 2022; second by Mr. Behers. Upon vote, the motion passed unanimously.*

**M-14** *Mrs. Maiden made a motion to Approve **Resolution No. 2022-04-12** Amending the Fee Schedule for Borough Services; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

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**M-15** *Mrs. Conley made a motion to Appoint the law Firm Obermayer as special counsel for the Borough regarding the potential monetization of the Borough's Sanitary Sewer System; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

Mr. Dee asked if the fees paid are as we go or if the fee is a retainer. Mr. Firek replied that the Borough would be billed on an hourly basis and invoiced monthly for services as they are used.

**M-16** *Mrs. Conley made a motion to Approve Partial Payment No. 1 (Final) in the amount of \$194,408.04 to Stefanik's Next Generation Contracting Co., Inc. for Emergency Sanitary Sewer Repair on Hazelhurst Ave. per the recommendation of the Borough Manager; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

## FINANCE

Mrs. Maiden's provided her report last week and had the following motions for Council's consideration:

**M-17** *Mrs. Maiden made a motion to Accept the Treasurer's Report for March 2022; Second by Mrs. Conley. Upon vote, the motion passed unanimously.*

**M-18** *Mrs. Maiden made a motion to Ratify Bills in the amount of \$1,775,280.34 and approve bills in the amount of \$1,302,590.76 for a total of \$3,077,871.10; Second by Mrs. Conley. Upon vote, motion passed unanimously.*

## PUBLIC WORKS

Mr. Dee gave his report:

- There was 1 overtime snow call out in March.
- Temporary road restoration is being done with cold patch.
- Catch basins are being checked for safety.

**M-19** *Mr. Dee made a motion to Authorize the Borough Engineer to prepare a Conceptual /Sketch Site Plan for a new Municipal Complex/Community Center and preliminary cost estimate of same for future planning purposes; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

Mayor Depretis asked Mr. Stanton what the estimated cost will be for a sketch plan and preliminary estimate. Mr. Stanton replied that it will be "a couple thousand" to get the

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plans started and identify the scope of the project. Mr. Egger asked if a committee should be formed to work with the Engineer on plans. Mr. Firek noted that this is the very early exploratory stages and that Council as a whole can get involved now and then they can form a committee when process moves forward or they can form a committee now.

## PARKS AND RECREATION

Mrs. Boyer provided a copy of the Blanket List to Council for approval of Elm Leaf Park rentals and had the following motions for Council's consideration:

**M-20** *Mrs. Boyer made a motion to Approve the April Blanket List; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

**M-21** *Mrs. Boyer made a motion to Authorize the Borough Engineer to work with Borough Staff to coordinate Concepts and Cost Estimates for potential improvements to Colewood Park for budgeting and planning purposes; second by Mrs. Conley. Upon vote, the motion passed unanimously.*

Mrs. Maiden commented that she would like to open this conversation to members of the Soccer Association so that future improvements can be prioritized to best serve their needs. A conversation occurred between Mr. Egger and Mrs. Maiden regarding plans for artificial turf. Mr. Stanton added that initial planning will include artificial turf and drainage, as well as devising a use for the land to best suit the community.

## ZONING & PLANNING

Mrs. Brown provided her report and had the following motions for Council's consideration:

### March 2022:

109 Permits Issued

\$14,806.50 fees collected

**M-22** *Mrs. Brown made a motion to Approve the Hays Woods Plan of Lots Subdivision as recommended by the Planning Commission and contingent upon them addressing the comments in LSSE's letter dated April 11, 2022; second by Mr. Behers. Upon vote, the motion passed unanimously.*

## PUBLIC SAFETY

Mr. Behers read the following Activity Reports:

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	Calls/Incidents:	Avg. Response Time:
BEMS	232	7.4 minutes
Baldwin #105	12	9.5 minutes
Option	20	8.25 minutes
SBVFC	13	6.5 minutes

## PERSONNEL

Mrs. Conley had the following motions Council's consideration:

**M-23** *Mrs. Conley made a motion to Change Officer Robert Staaf's status from the one-year Probationary Status to Regular Full-Time Status per the recommendation of the Chief of Police; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

**M-24** *Mrs. Conley made a motion to Change Officer Tyler Ray's status from the one-year Probationary Status to Regular Full-Time Status per the recommendation of the Chief of Police; second by Mrs. Maiden. Upon vote, the motion passed unanimously.*

## AUDIENCE AGENDA - Any issue pertaining to Borough: **5 MINUTES PER SPEAKER OR GROUP**

Ms. Leticia Palmer of 104 Old Clairton Rd. asked how she can obtain a copy of the Rt. 51 Streetscape Enhancement Overlay Ordinance. Mr. Firek replied that she can e mail him and he will send her a digital copy.

## NEW BUSINESS

Mr. Firek said that the Historical Society would like to add their logo under their name on the wall outside of the Borough Auditorium. There were no objections from Council.

## MOTION TO ADJOURN

**M-25** *Mrs. Conley made the motion to adjourn; Second by Mr. Behers. Upon vote, motion passed unanimously.*

Respectively submitted,  
BOROUGH OF BALDWIN

Robert T. Firek  
Borough Manager