

# AGENDA MEETING MINUTES OF AUGUST 8, 2023

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The Agenda Meeting of the Borough of Baldwin Council was called to order by President John Egger at 7:00 p.m. on Tuesday, August 8, 2023.

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

Mr. James Behers (*Not Present*)

Mrs. Erin Brown

Mr. Raymond Dee

Mrs. Denise Maiden (*Not Present*)

Mrs. Patricia Boyer

Mrs. Marianne Conley – Vice President (*Not Present*)

Mr. John Egger – President

Mr. David Depretis – Mayor

Mr. Jason Stanton - Engineer

Mrs. Ashley Wagner – Solicitor

Robert Firek- Borough Manager

Chief Tony Cortazzo

**AUDIENCE AGENDA – AGENDA ITEMS ONLY:** No one wished to speak.

## **MID-YEAR BUDGET UPDATE**

Finance Officer Caitlin Hornyak provided an overview of the mid-year budget.

## **ENGINEER’S REPORT**

Mr. Stanton reviewed the monthly written report and gave the following updates:

### **Brentwood Borough ACT 537 Plan**

- The PUC is requiring Brentwood Borough to update their ACT 537 Plan as part of the privatization of their sanitary sewer line. All adjacent communities have been asked to agree to and adopt the plan via resolution. The Plan will be reviewed at the Council meeting next week by Gateway Engineers.

### **CDBG Year 48 Demolition Contract**

- The contract for the demolition of two structures (58 Somerset and 24 Somerset) is in final stages. A third structure (2827 Custer Ave. Rear) was removed from the bid due to excessive cost to demolish that property.

**M-1** *Mrs. Boyer made a motion to award Contract No. 23-D1, CD 42 3.11.9, Structure Demolition to GEMM Demolition, LLC in the amount of \$15,800.00; second by Mr. Dee. Upon vote, the motion passed unanimously.*

**SOLICITOR’S REPORT** - Mrs. Wagner’s report will be given in Executive Session as it pertains to Personnel and Legal matters. She also stated that she is working on the Developer’s Agreement for the Coen project.

**MAYOR’S REPORT**- Mayor Depretis will give his monthly report next week. Chief Cortazzo added that Officer Hegarty and Officer Rhad are nearing the end of their one-year probationary period. At the September Agenda meeting Chief Cortazzo will ask for Council to approve their transition to full-time employment.

## **ADMINISTRATION**

Mr. Firek gave the Manager’s report and the following items were discussed:

- Options for the new waste collection contract were discussed, specifically leaf collection, e-waste collection, automated collection vs. manual collection, and the process for removal of existing trash cans. Council briefly discussed how to best absorb the cost increase for the new

# AGENDA MEETING MINUTES OF AUGUST 8, 2023

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waste removal contract. It was decided to continue to have waste removal paid for through the General Fund instead of having waste collection billed directly to residents. Council also agreed that it is important to keep the options for collection as similar as possible to what residents have currently.

- Cori Hoff was introduced as the new part-time Recreation and Events Director.

**FINANCE** - Mrs. Maiden was not in attendance so her report will be given next week.

**PUBLIC WORKS** - Mr. Dee provided his monthly report to Council.

## **MUNICIPAL SERVICES MANAGER REPORT**

Mr. Lubin provided a few updates to Council:

- The 2023 Road Improvement Program is underway and is going well. So far, the program is ahead of schedule.
- Areas of Castleview, Churchview, Hartl, Lechner, and portions along Maryann have been identified for Columbian Gas line replacement work.
- Milling and Paving work is beginning along Olympic and Meadowcrest by Peoples Gas a result of their line replacement project.
- Pennsylvania American Water waterline replacement project along Elmwood Dr. has been completed.
- The Pool passed the annual pool inspection that was performed by Allegheny County Health Department.
- Cameras will be installed at Colewood Park due to vandalism that has occurred on multiple occasions restroom and pavilion facility. A site walk through was conducted with the company who will be installing the cameras. Public Works will assist to help reduce the cost. Additional cameras will also be installed at Elm Leaf Park.

**PARKS AND RECREATION** - Mrs. Boyer will provide her report next week.

**ZONING AND PLANNING** - Mrs. Brown provided the following updates:

25 permits were issued for the month of July. 454 permits have been issued in 2023 thus far. Fees collected for July 2023 are \$4,099.00. Year to date, fees collected are \$87,468.13 which is down slightly from 2022 fees collected, \$88,532.79

**PUBLIC SAFETY** - Mr. Behers was not present and will provide his report next week.

**PERSONNEL** - Mrs. Conley was not in attendance so Mr. Firek asked Council for the following motion:

**M-2** *Mrs. Brown made a motion to Appoint Loran J. Skinkis to the full-time position of Building Inspector/Code Enforcement Apprentice; second by Mrs. Boyer. Upon vote, the motion passed unanimously.*

Mr. Dee asked for clarification of job duties for this position.

**COMMUNITY EVENTS ADVISORY COMMITTEE** - Mrs. Maiden was not in attendance so Mr. Firek read the overview of purchases for Fall Fest. No opposition was given by Council.

# AGENDA MEETING MINUTES OF AUGUST 8, 2023

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**NEW BUSINESS** - There was no new business.

**AUDIENCE AGENDA: Any issue pertaining to Borough Business**

Lina Roth of 641 Penn Street had various questions pertaining to the following: the yard waste dumpster, cameras being installed at Colewood Park, the new garbage contract, the demolition structure locations, agenda item availability and audio of meetings, and commented about a statement made by Council President at the July Agenda Meeting.

**M-3** *Mrs. Brown made a motion to enter into Executive Session; second by Mrs. Boyer. Upon vote, the motion passed unanimously.*

**M-4** *Mr. Dee made a motion to Adjourn from Executive Session; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

**M-5** *Mr. Dee made a motion to Adjourn; second by Mrs. Brown. Upon vote, the motion passed unanimously.*

Respectively submitted,  
BOROUGH OF BALDWIN

Robert T. Firek,  
Borough Manager