

MINUTES TO AGENDA MEETING OF JANUARY 8, 2019

The Agenda meeting of the Borough of Baldwin Council was called to order by President Edward Moeller at 7:00 p.m. on Tuesday, January 8, 2019.

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

Mr. Francis Scott	Mr. David Depretis, Mayor
Mr. James Behers	Mr. Jason Stanton, Engineer
Mr. Chad Hurka	Mr. Stanley Lederman, Solicitor
Mr. Michael Stelmasczyk	Mr. Michael Lederman, Solicitor
Mr. John Egger	Mr. Robert T. Firek, Interim Borough Mgr.
Mrs. Marianne Conley, Vice President	Mrs. Behers, Treasurer – absent
Mr. Ed Moeller, President	

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

Mr. Moeller asked the audience if they would like to address Council on anything that is on the Agenda, stating issues concerning the Borough.

ENGINEER'S REPORT

Mr. Jason Stanton submitted his monthly report from January 3, 2019 summarizing activity from the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

LR-30 Progress Report:

- The LR-30 Project, the contractor is making better progress than the last several months.
- The Contractor has paid the WLERR flagging fee to the railroad clearing the issue.
- A partial payment request on the LR-30 Project will be placed on the agenda
- The required Board of Viewers Field Meeting is scheduled at the end of this month with Mr. Lederman

The EQ Basin Progress Report:

- Punch list items are completed, completing the final stages of the project
- Anticipated will be a final payment request on the agenda for next week.

3RWW Progress Report:

- The DEP issued a letter to 3RWW and advised that PaDEP is amendable to extending the Interim Corrective Action plan (CAP) until June 30, 2019 provided the municipalities issue a letter requesting an extension and include any additional corrective measures planned for FY 2019.
- The DEP anticipates the DEP Draft Consent to be done before June 30, 2019
- ALCOSAN has released a draft form of a Transfer Agreements to all the municipalities. They have scheduled 6 work sessions, 3 in the north and 3 in the southern municipalities inviting Managers and Elected Officials only. Mr. Firek plans on attending the meeting in West Homestead.
 - Mr. Stanton provided the key points of this Transfer Agreement to Council, with benefits and what the Borough would be responsible for in case of a problem.
- The MS4 Testing has been completed last month with 215 Borough Outfalls.
Tests conducted in 2018= 58
Wet outfalls=26, Dry Outfalls= 22, DPW follow-up= 7

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2018 Road Improvement Program:

- Some punchiest item work was completed within the last month with the anticipated work to be completed in the spring.

Developments:

- Update on the Tomko Site on Streets Run Rd.
- By letter, a Land-use Questionnaire pertaining to Act 14 Notification has been issued by Geotech Engineering Inc. This Act 14 Notification relates to a NPDES Permit renewal associated with Stormwater discharge from the site. LSSE will assist in preparing the response letter.

Mr. Moeller asked if there were any questions for the Engineer. Mr. Stelmasczyk had a few questions for Mr. Stanton. Both Mr. Stanton and Mr. Firek were able to answer these questions.

SOLICITOR'S REPORT

Mr. Michael Lederman has several items for discussion in executive session tonight.

LR-30 Project updates:

- Mr. Michael Lederman said they are in the final stage of the Declaration of Taking on the LR-30 Project.
- Petition for Appointment of Viewers is set for view on January 31, 2019, it was advertised and a Proof of Publication was received. They are in the process of serving the proper paperwork to the property owners.

Mr. Moeller asked if there were any questions for the Solicitor. None were asked.

MAYOR'S REPORT

Mayor Depretis will give his report at the next meeting.

He noted a few items that were not on the agenda:

- The two most recent hires are ending their probation period. Mr. Firek will be putting this on the agenda next month.
- The Mayor spoke about the hiring for police since changes in their officers, Lt. Matthew Kearns retired and is now at Bethel Park, Officers Tony Cortazzo will move to Chief, and Officer Bill Cain said he will be retiring in March 2019. The remainder of this will be discussed in executive session.

Mr. Moeller asked if there were any questions for the Mayor. None were asked.

ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There are a few items he would like to discuss with Council:

The 902 Grant Award updates:

- Mr. Firek explained in greater detail the 902 Grant Award from the PADEP for recycling canisters for all the households in the borough. The paperwork was received and is

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preparing the documentation that is necessary for the grant and is due back to the DEP at the end of January. The Finance Officer, Caitlin Hornyak and Mr. Firek are researching which cans would best suit the Borough and our needs.

LR-30 Updates:

- Mr. Firek said the LR-30 Flagging was discussed earlier in the meeting with Mr. Stanton explaining the Flagging Fees would be paid by the contractor.

Solid Waste Bid Results:

- The Solid Waste Bid results will be discussed in executive session.

Delinquent RET Proposals:

- The Delinquent Real Estate Tax Collection Proposals had three bids received. Council asked that they be present for interviewing of these three companies. Mr. Firek would send out an email and get those interested in coming to the meeting.

Mr. Stelmasczyk asked why interview all three. The remaining information will be discussed in executive session.

Personnel updates:

- Emily Moldovan and Kyle Ferkett have started recently and Mr. Firek is happy with their work. The rest of information on personnel would be discussed in executive session. It was asked they appear at a meeting so Council may meet them.

Public Works Labor Negotiations:

- The document in draft has been written and then presented to the union for their review. Council will be updated accordingly.

Baldwin Library:

- Mr. Firek met with the Library today and they discussed the grant processing and how the payment structures would work. They receive a total of 4 payments from the Borough and are asking if they could get at least 2 of the 4 payments issued now. The final decision will be discussed at a later time.

ALOM Spring Conference:

- The Conference is April 4-7 and please contact Tammi or Mr. Firek if you would be interested in attending.

Elm Leaf Park:

- Mr. Firek wanted to discuss the \$75 fee paid for the rentals from last year. It was necessary to have Public Works out to the pavilion and make sure it was clean before the next rental since Friday, Sat. & Sunday rentals were done in 2018.
- Mr. Firek explained the \$75 fee wasn't enough to cover the over-time costs of Public Works cleaning the park. The discussion of fees, parking spaces, size of the pavilion and the number of people who want to use the pavilion. New rules and regulations along with a security deposit required that would be refundable if the park was left clean.
- The security deposit should be a reasonable charge since the borough now has an evening custodian/ ground maintenance employee that would go and clean this area at no extra

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overtime cost to the borough. Additionally, Sunday trash would have to be covered by Public Works employee under a double time pay.

- Council asked for Public Works to take a picture of the site and if it was left with tacks and staples used in the wood, along with glitter and silly string if used for decorating.
- Mr. Firek said the renter will be required to take all of their garbage with them and clean the pavilion so they can get their deposit back. He would like to get all rules and regulations on the application. A resolution will need to be passed amending the fee schedule and include the amended charge.

The Library:

- Mr. Firek said the Library sent the Borough a letter to thank you for all the generosity and support.

SHACOG:

- They are asking for Municipal Appointments for their Board of Directors. A Primary delegate and an Alternate delegate are needed. Mrs. Conley is again this year's Primary delegate.

Mr. Egger asked Mr. Firek about recycling and if items are not acceptable as recycling, they do not take your recycling. It was explained that recycling now is collected every other week for all residents in the Borough. The schedule will show what weeks are designated as recycling weeks.

The remaining items are personnel to be discussed in executive session.

Mr. Moeller asked Council if they had any questions with the Managers report. None were asked.

FINANCE

Mr. Hurka explained that Council should have received the Monthly Financial Reports. There are a few things he would like to discuss tonight with Council:

- Mr. Hurka discussed the Revenue and Expenditures report from last month and the year-end Budget report that has not been finalized.
 - Council asked questions about why the expense report only shows that we expended 96% of the budget. Caitlin Hornyak our Finance Officer, said this is due to the Elm Leaf Park Projects and the time we will be paying for those expenses.
 - Caitlin addressed the question related to the surplus of \$77,000 to which she responded they relate to the need to adjusting entries that still need to go in for the year end budget. Once they are in, it would be closely related to the budget.

Mr. Moeller asked if anyone had questions for Mr. Hurka. None were asked.

PUBLIC WORKS

Mr. Scott reviewed his monthly report with Council reviewing the current workings of the Public Works:

- Winter Seasonal work includes salting, upkeep of PW fleet and other various projects listed on the January report.

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- Salt supplies in both facilities are fully stocked. We have ordered and received our required minimum amount of the 960 tons for SHACOG. However, due to a mild winter, we still have not had the ability to order any of the COSTARS minimum requirement of 1200 tons.
- The report will show a detail listing of all the seasonal items they are working on.

Mr. Firek provided the Director of Municipal Services monthly report for Council:

- Elm Leaf Park Phase I has made progress and is completed. The contractor will submit a final payment in April once he replaces the plants and trees that need replaced.
- The 2018 Road Program under contract with A. Liberoni, Inc. has completed all work on the roads for both contracts except what is listed under Mr. Firek's report.
- Colewood Park Phase II is contracted with A. Liberoni, Inc. and has finished the sidewalks around the new parking lot off of Overland Trail. They graded all the stone in the proposed lot area and part of the grading and seeding on the field area and will finish paving in the spring.
- CD year 44 ADA Entrance Doors, SHACOG was notified that the borough has accepted their bid for three door openers to be installed at no cost to the borough.

A question if a preliminary list for the 2019 Roads was discussed and Mr. Firek will share with Council.

Mr. Moeller asked if anyone had any questions or items for Mr. Scott or Mr. Firek.

PARKS AND RECREATION

Mr. Stelmasczyk has only one item on the December Blanket list. The BWYFA has asked for the 2019 year meeting dates for approval and he will do at the next meeting.

Mr. Moeller asked if anyone had any questions for Mr. Stelmasczyk's report. No questions were asked.

ZONING AND PLANNING

Mr. Egger explained he will provide his report at the next meeting.

Mr. Moeller asked if anyone had any questions from Mr. Egger's report. No questions were asked.

PUBLIC SAFETY

Mr. Behers provided updates for Council on the monthly safety reports:

- BEMS had 256 calls with an average response time of 6.3 minutes
- SBVFC had 13 incidents and an average response time of 9 minutes
- OPTION for *November* had 28 incidents and an average response time of 6.47 minutes and *no reports for December.*
- Baldwin #105 did not have any reports and should have them for the next meeting.

Mr. Moeller asked if anyone had any questions for Mr. Behers. No questions were asked.

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PERSONNEL

Mrs. Conley has items for executive session.

Mr. Moeller asked if anyone had any questions for Mrs. Conley. No questions were asked.

NEW BUSINESS

Mr. Scott had a question for Mr. Firek about the email from the PA Southwestern Commission regarding a meeting on landslides. Mr. Firek plans on attending this event.

AUDIENCE AGENDA: Any issue pertaining to Borough Business; 5 MINUTES PER SPEAKER OR GROUP

No new business from the audience.

Mr. Moeller asked for a motion to go into Executive Session:

M-1 Mrs. Conley made a motion to enter Executive Session; second by Mr. Behers. Upon vote, motion passed unanimously.

Respectively Submitted,

BOROUGH OF BALDWIN

Robert T. Firek