

REGULAR MEETING MINUTES OF JANUARY 19, 2021

The Regular Meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, January 19, 2021.

The invocation was done by Mr. Hurka and the following Council and staff answered to roll call:

Mr. Francis Scott
Mrs. Patty Boyer
Mr. Chad Hurka
Mrs. Denise Maiden
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 Firek, Borough Manager

APPROVAL OF MEETING MINUTES

Mrs. Conley asked for the following approval of Council Meeting Minutes:

M-1 *Mrs. Maiden made a motion to approve the Agenda Meeting Minutes of December 8,2020; second by Mr. Behers. Upon vote, motion passed.*

Mrs. Conley asked if there were any corrections or additions on the motion. None were asked

M-2 *Mrs. Maiden made a motion to approve the Regular Meeting Minutes of December 15,2020; second by Mr. Hurka. Upon vote, motion passed.*

Mrs. Conley asked if there were any corrections or additions on the motion. None were asked

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

Mrs. Conley asked the audience if they would like to address Council on anything that is on the Agenda. If so, they should come forward and state their name and address for the record. No one asked to speak.

ENGINEER'S REPORT

Mr. Stanton previously submitted the Monthly Engineers Report to Council at the Agenda meeting and had summarized the activity for the month.

He asked Council for the following motions:

REGULAR MEETING MINUTES OF JANUARY 19, 2021

- M-3** *Mr. Scott made a motion to approve the Bond Reduction Nos. 2 & 3 for Crossroads Tower II from \$67,578.40 to \$63,828.40 for a total amount of \$3,750.00 per the recommendation of the Borough Engineer; second by Mr. Behers. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion.

- Mrs. Conley asked Mr. Stanton how they were able to receive this bond reduction. Mr. Stanton explained some of the work covered under this bond reduction was completed and they provided their geo-technical certifications for all of the grading for the site as required.

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

SOLICITOR'S REPORT

Mrs. Wagner provided her report to Council at the last meeting, but has one update on her report about the property at 621 Portia Drive and one motion for Council.

Mrs. Wagner explained the majority of the property located at 621 Portia Drive is in Bethel Park with a small percentage classified as being located in Baldwin Borough. Per the County, a letter is required from both solicitors affirming they are in agreement to the parcel reclassification to be solely in Bethel Park. The letter has been prepared and Mrs. Wagner is asking for the authorization to sign this letter:

- M-4** *Mr. Scott made a Motion to authorize the Solicitor to sign the Reclassification letter for 621 Portia Drive; second by Mrs. Maiden. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion. None were asked.

Mrs. Wagner provided a review of Volunteer Clearances for community events and how the classifications are defined. Mrs. Wagner suggested that any volunteer working in the Borough who would be alone or supervising a child should have the two required clearances in place before volunteering.

Mrs. Conley asked if anyone had any questions for the solicitor.

- Mr. Egger asked Mrs. Wagner if the Community Events Committee would be permitted to have their own checking account. She said technically, no they would not be allowed because these donations should be overseen by Council. However, in the budget they can have a line item for this event.
- Mrs. Maiden asked about anyone asking to sponsor an event and how they should proceed. Mrs. Wagner said they can directly pay for this; however, it should be approved by Council before proceeding.

REGULAR MEETING MINUTES OF JANUARY 19, 2021

- Mr. Scott explained a prior Community Day Board did have their own checking account and it took legal action to reclaim the money belonging to the Borough and also to force them to close their account. Mr. Scott recommended to Council they not allow a committee to have their own checking account.

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

MAYOR'S REPORT

The Mayor provided information from the Police Monthly Activity Report for December 2020: 426
Report of Calls: 651
Fees Collected for December: \$298.00

Mrs. Conley asked if there were any questions on the Mayor's report. None were asked.

ADMINISTRATION

Mr. Firek reviewed his monthly report with Council at the last meeting. Mr. Firek had nothing additional from his report he provided to Council. Mr. Firek had the following motions tonight for Council's consideration:

M-5 *Mr. Scott made a Motion to approve Partial Payment No. 4 (Final) in the amount of \$3,950.00 to Westmoreland Electric for Contract No. 20-RR01 EC (Colewood Park Restroom), per the recommendation of HRG Engineering; second by Mr. Hurka. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion. None were asked.

M-6 *Mrs. Maiden Motion to Adopt Traffic Resolution No. 368-234 making Korb Way one way from Elma Street to Mellott Road; second by Mr. Hurka. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion. None were asked.

M-7 *Mr. Hurka made a motion to Adopt **Resolution No. 2021-01-01** Authorizing PennDOT to adjust the Borough's structures associated with reconstruction of Curry Hollow Road and the Borough to reimburse PennDOT accordingly; second by Mrs. Maiden. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion.

- Mr. Scott inquired whether the line work from PennDOT can be rejected by the Borough. Mr. Firek said this is not line work, but the structures, all manholes, needs adjusted due to the curb and roadway realignment.

REGULAR MEETING MINUTES OF JANUARY 19, 2021

- Mr. Scott also asked how much the Borough is required to pay for this work. Mr. Firek anticipates the amount to be anywhere from \$10,000 to \$12,000.

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

M-8 *Mr. Hurka made a Motion to increase the salary for the Tax Collector's Office for the term years of 2022 thru 2025 from \$12,400.00 annually to \$15,000.00 annually; second by Mr. Behers. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion.

- Mr. Egger asked what is her yearly income from Baldwin Borough and the school district total. Mr. Firek said if approved, her income from Baldwin would be \$15,000 and \$23,062 from the school district for a total income of \$38,062.

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

FINANCE

Mr. Hurka provided the Monthly Revenue and Expenditure Reports with Council the previous week. He has nothing additional to add to the report and asked Council to consider the following motions:

M-9 *Mr. Hurka made a motion to accept the Treasurer's Report for December 2020; second by Mrs. Maiden. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion. None were asked.

M-10 *Mr. Hurka made a Motion to Ratify Bills in the Amount of \$585,679.84 and approve bills in the amount of \$1,362,693.45 for a total of \$1,948,373.29; second by Mr. Scott. Upon vote, motion passed.*

Mrs. Conley asked if there were any questions or discussion on this motion. None were asked.

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

PUBLIC WORKS

Mrs. Boyer provided her report of the current activities for Public Works listed on the monthly report provided to Council.

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

PARKS AND RECREATION

Mrs. Maiden did not have a Blanket list requiring approval from Council this month.

REGULAR MEETING MINUTES OF JANUARY 19, 2021

Mrs. Conley asked Mrs. Maiden for updates with the Community Events Committee. Mrs. Maiden gave a brief summary about this year's Community Day and information about their meetings.

The Chief told Mrs. Maiden to let him know if she needs anything from the police department, they will be happy to participate.

Mrs. Conley asked if there were any additional questions for Mrs. Maiden, none were asked.

ZONING & PLANNING

Mr. Egger provided his Monthly report to Council:

Issued for Dec. 2020: 13 permits issued
Issued YTD 2020: 580 permits issued
Fees collected for Dec. 2020: \$2,041.40
Fees YTD 2020: \$90,314.97

Fees for Dec. 2019: \$11,782.60
Fees YTD 2019: \$96,671.63

Mr. Egger said the Planning Commission Meeting and the UCC Board of Appeals had the new Paynter School on their agendas this month. He complimented both boards members for their knowledge and how well they handled themselves at the meetings.

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

PUBLIC SAFETY

Mr. Behers read the following Activity Reports for BEMS and the Volunteer Fire Departments with the following calls/incidents and response times:

	Calls/Incidents:	Avg. Response Time:
BEMS	327	7.5 minutes
BEMS Yearly	3202 calls/incidents	7.00 minutes
OPTION Fire	36	6.3 minutes
Baldwin #105	24	6.4 minutes
SBVFC	18	9.00 minutes

Mr. Hurka said a collective representative from all three VFC, Jesse Sopko, was present to provide a monthly report to Council.

- Mr. Sopko said they are doing more as a combined VFC. They have a newly created group report for Council and Mr. Hurka was able to review this document with Council.

Mrs. Conley asked if anyone had any questions. Council thanked Mr. Sopko for coming to the meeting and asking Mr. Hurka to provide the details of the monthly report. Brian McCaffrey of BEMS gave a brief overview for current activities with BEMS.

REGULAR MEETING MINUTES OF JANUARY 19, 2021

PERSONNEL

Mr. Scott asked for the following motions from Council:

- M-11** *Mr. Scott made a motion to Revise the terms for the following appointments to the Library Board. The appointments approved in December were inadvertently for the incorrect length of term. The revised term lengths are for a 3-year term to expire December of 2023 for:*
- *Paul Hayhurst*
 - *Mike Fitzgerald*

Mrs. Conley asked if there were any questions or discussion. None were asked.

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

There were no participants for the audience agenda.

NEW BUSINESS

Mrs. Conley asked if anyone had any items under new business.

- Mr. Egger asked how Bethel Park initiated a Fire Tax and placed it on the ballot as a referendum for the residents for a vote. He would like to see if Baldwin would be able to place a similar type of referendum and how it would need to be completed. Mr. Scott said this is not a very difficult process and Mrs. Wagner agreed. She would look into it and provide more detail at the next meeting.
- Mrs. Wagner discussed the Stormwater Authority's Articles of Incorporation were filed and is now able to conduct business. They are a separate body from Council and they do not need to advertise normally for their meetings. However, Mr. Firek would need to advertise for this first meeting as a Special Meeting, at least 24 hours prior to the meeting. This would be for next month (February) on the 3rd Tuesday at 7:00 pm prior to the Regular Council Meeting.

- M-12** *Mr. Hurka made the motion to adjourn; second by Mrs. Maiden. Upon vote, motion passed.*

Respectively submitted,
BOROUGH OF BALDWIN

Robert T. Firek
Borough Manager