

MINUTES TO AGENDA MEETING OF APRIL 13, 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, April 13, 2021.

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

Mrs. Denise Maiden
Mr. James Behers
Mrs. Patty Boyer
Mr. Francis Scott
Mr. Chad Hurka
Mr. John Egger - Vice-President
Mrs. Marianne Conley - President
Mr. David Depretis - Mayor
Mrs. Ashley Wagner – Solicitor
Mr. Jason Stanton – Engineer
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 April 9, 2021 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

Sanitary Sewer System (Lick Run):

- There will be an update for Council after the quarterly meeting with Pleasant Hills Authority.

Sanitary Sewer System (Streets Run):

- The monthly coordination call with all five municipalities was held on April 13, 2021.
- The VIVA method was reviewed during the call. This will enhance Baldwin’s ability for significant GROW grant funding for Area “11”.
- Construction drawing, technical specifications, draft GROW application etc. are to be distributed to municipalities on May 11, 2021. Municipal resolutions required for GROW grant applications are scheduled for June 2021 Council / Board meetings.

General MS4 Activity:

- A field meeting to review the Stormwater Fee Appeal is scheduled on April 13, 2021.

Pollution Reduction Plan (PRP) MS4 Activity:

- Internal design review meeting is scheduled.
- Construction is scheduled for 2022.

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2021 Road Improvement Program:

- Ad has been placed.
- Bid opening on May 6, 2021 via Quest on-line bidding platform.
- Tentative award date is the May 18, 2021 Council Meeting.

2021 Municipal Building Improvements:

- Permitting documents were submitted to the code office on April 13, 2021.

Developments:

- *Paynter Elementary School* – Plan revisions were submitted. Items that remain are pending / in process. NPDES permit was issued by the Conservation District.
- *Ferry Electric Offices and Storage Building Expansion* - At the March 8, 2021 Planning Commission meeting, the Planning Commission recommended approval contingent on addressing the items in LSSE's March 5, 2021 letter. Revised plans were received on April 9, 2021 and LSSE's review letter dated April 9, 2021 was issued.

Grading Permit Applications:

- Wuenschell - 40 Hartl Lane, Grading Plan was executed by letter dated March 25, 2021.

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

FERRY ELECTRIC LAND DEVELOPMENT PRESENTATION

Mr. Barton, Mr. Hayes and Mr. Ferry were in attendance representing Ferry Electric. Mr. Barton wanted to thank the Borough staff for being helpful during this development process. The property they are planning to develop is partly in Baldwin Borough and partly in Pleasant Hills. It is located at 250 Curry Hollow Road and is currently zoned I-1, Light Industrial in Baldwin Borough. The Ferry Electric offices are already located on the property on the Pleasant Hills side, and they would like to create a new building that would cross into Baldwin Borough. This building would be principally a warehouse with accessory office space attached. In February, the Zoning Hearing Board granted them a special exception and two variances. Mr. Hayes, the architect, went on to review the building plans and design. Mr. Stanton addressed how Ferry Electric is also working with Pleasant Hills Planning and Zoning and how these meetings will be timed. Mr. Firek suggested waiting for Pleasant Hills to finish all approvals until the Borough moves forward with their approvals. Mr. Scott inquired about the existing buildings and it was explained that these buildings will remain. Mr. Scott also inquired about any noise issues. Currently, there are no noise issues. The stormwater issue remains as the largest item to be addressed.

Mrs. Conley asked if there were any additional questions for Mr. Barton, Mr. Hayes, Mr. Ferry or the Engineer. None were asked.

SOLICITOR'S REPORT

Mrs. Wagner had a few items to review:

- There have been several Right to Know Requestes reviewed and responded to this month.
- The Pool contract has been reviewed and revised. The changes were accepted by the Pool Company.
- There have been a few additional drafts for the Farmers' Market application packet.

Mrs. Conley asked whether there is a back out clause in the pool contract in the event of COVID related closures. Mrs. Wagner explained that there is a clause for this in the contract.

Mrs. Wagner also addressed the Colewood Park Mother's Day Concert. She wanted to remind Council that this is not a Borough sponsored event even though the Borough has promoted it. Events such as this should not be used for political purposes.

Mrs. Conley noted that there has been no intention of making this a political event. The main purpose for this concert was to give residents something to attend after the past year of events being cancelled due to COVID.

Mr. Scott noted that there would be potential exposure to the Borough if this turned into a political event. He suggested that the Borough needs to be careful with events such as these when they are so close to an election. He asked the Solicitor to review the reasons it cannot be made political.

Mrs. Wagner explained that using Borough funds for policial gain is illegal. Even though there has been no evidence of this happening in regards to this event, she reminded Council that there should be no political rhetoric during the concert. Politics and Borough events must remain separate.

Mr. Egger noted that this band has previously played at multiple events and never brought up politics in the past.

Mrs. Conley asked if there were any additional comments or questions for the Solicitor.

Mrs. Maiden commented that she will be attending this concert and that this is not a political event. If recommended, she would be willing to disclaim at the event that it is not an endorsement for any political candidates. Mrs. Wagner felt this would not be necessary.

Mrs. Conley asked if there were any additional comments or questions for the Solicitor.

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Mrs. Maiden asked whether the application for the Farmers' Market should be provided to Council. Mr. Firek explained that since Council had already approved the process, Council did not need to review the application.

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

MAYOR'S REPORT

Mayor Depretis will give his monthly report next week.

Mayor Depretis noted that on Thursday, April 15 at 6:00 p.m., three new police officers are going to be sworn in. All members of Council are invited.

Chief was having technical difficulties and was unable to provide any updates.

Mrs. Conley 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 were a few items Mr. Firek wanted to cover:

Planning and Zoning Director/Code Officer:

- The deadline for accepting applications was April 6, 2021 at 4:00 p.m. The Manager has received nine resumes overall with three very strong candidates to review and discuss in executive session with Council and to schedule interviews.

South Hills Cooperative Animal Control (SHCAC):

- The SHCAC committee met on April 6, 2021. Discussion was had about two scenarios: explore grant opportunities to cover the costs potentially and; Whitehall is exploring a building they just took over ownership on SR 51 and will look into what costs/work would be needed to convert that building into a kennel.

Municipal Building Improvements:

- Final drawings and specifications are being developed with a tentative schedule to have the project out for bid in April 2021 with a bid opening in early May 2021. Jason Stanton will provide full update on this in his report.

Underground Storage Tank (UST) Removal:

- A test of one of the eight wells revealed that two additional wells are required to be drilled. That will occur on April 15, 2021.

Fire Department Consolidation:

- The Manager received notification from DCED that the Borough was approved. An initial Zoom meeting with the Manager and DCED to discuss the parameters of what DCED will be providing and who the contact will be along with dates to begin the process will occur on April 15, 2021. Also, a meeting was held with the interim Planning and Code Enforcement Officer,

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Bob Fischer, and two representatives of South Baldwin Fire Department regarding establishing a process to have the firemen assist with commercial fire inspections.

SEO Overlay District:

- County anticipates a review will occur in April/ early May.

Sanitary Sewer Sale:

- Council authorized the Manager at the March 16, 2021 Meeting to move forward with Engineering and Legal to start the procurement document process and asset evaluation of the Borough's Sanitary Sewer System for potential sale of the system. Preliminary meeting with the engineer has occurred. The manager will be scheduling a meeting with the solicitor in the next few weeks to start that process.

New Paynter Elementary School:

- Demolition is underway and approximately 50% of the building is down as of April 9, 2021.

Pleasant Hills Authority (PHA):

- The Manager received a letter from PHA per the O&M agreement between PHA and Baldwin Borough regarding Proposed IT/SCADA upgrades for the EQ Basin. The software needs to be upgraded to Windows 10, the SCADA support agreement needs upgraded and the mobile alarm notification needs upgraded. The total one-time cost is \$1,731 and the recurring annual cost is \$1,292 per year. PHA needs a concurrence letter from the Manager by May 21, 2021.

Allegheny County 2020 Hazard Mitigation Plan:

- For the Borough to be eligible for Hazard Mitigation Funding over the next 5 years, they are required to participate and adopt the County's Hazard Mitigation Plan. This plan must be adopted by Resolution and sent back to the County by May 14, 2021. They will in turn send to PEMA and FEMA. As this date is before the Regular May meeting, this must be considered at the April meeting. The Manager has sat in on various meetings over the last 12 months and participated in this process. The full plan is available on the County's website at <https://www.pennsylvaniahmp.com/allegheny-hmp>. It is over 500 pages of material.

May Council Meetings:

- Now that the State has expanded the indoor gathering limits, the Borough can now have up to 40 total persons in the Auditorium. As such, this will lend to having in-person Council meetings back at the building. The Manager invites discussions on this with Council and thoughts on this particular subject. All Council members agree to return to in-person meetings starting next month.

American Rescue Plan:

- The Borough will be receiving \$1.9 million in aid. There are currently limited guidelines regarding this money. Updates will hopefully be provided in the near future.

DPW Summer Help:

- The Manager believes the Public Works Department should hire four summer employees. Mr. Lubin agrees.

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Mrs. Conley asked if there were any 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:

2021 Road Program:

- Columbia Gas will be performing work on a portion of Custer Avenue. They will now be responsible for paving this portion and it can be removed from the Borough's list. This may allow for an additional add alternate.

Colewood Park New Restroom

- There were additional issues found when the water was turned on and this will need addressed.

Elm Leaf Park Streetscape/Wayfair/Sharrow project:

- Contractor still has two punch list items to resolve.
- Anticipate Final Pay Request at the May Council Meeting.

MS4:

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

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

- Received notification from Allegheny County Department of Public Works of paving the following County owned and maintained roadways by end of year:
 - I. Willett/Schuette/ Brentwood rd-(Churchview to Streets Run Rd)
 - II. East Willock/Prospect Rd-(Brownsville Rd to Streets Run Rd)
 - III. Becks Run Rd-(Bajo St to E Agnew)

SHACOG and PW Advisory Committe:

- Cancelled due to COVID.

Library:

- Story Walk area has been completed. These are exterior posts that will be used for large stories to be displayed for children.

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Sanda Park:

- Anticipating playground equipment delivery by end of April 2021 and installation in May 2021.

Municipal Field Improvements:

- Bickerstaff Landscaping (new contractor) began regrading field on March 30, 2021. Should be completed the week of April 12, 2021, weather permitting.

Emergency Storm Sewer Repair:

- Storm Sewer repair and replacement project located on Hacienda and Brownsville Rd. - enlisted Stefaniks Next Generation Contracting (Time and Material basis) for an emergency storm sewer repair at this location, which began on March 29, 2021.

Winter Maintenance:

- Only 0.10 inch total snowfall during March 2021.

Mrs. Conley asked if there were any 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.

Community Day Update:

- The Community Events Advisory Committee will be holding a public meeting at the Borough Building on April 14, 2021 at 4:45 p.m. At this point, the Committee is looking for feedback from Council. Mrs. Conley commended Mrs. Maiden on her efforts.

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

ZONING AND PLANNING

Mr. Egger will provide his Monthly report to Council at the next meeting.

There was not a Planning Commission meeting or a Zoning Hearing Board meeting in April 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: 297 calls 6.9 minute- average response time

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OPTION Fire 41 incidents 6.1 minute -average response time
SBVF 16 incidents 3.6 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. He does have some items for executive session.

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. Scott mentioned that there is a cell tower in “The Patch”. It was supposed to be disguised as a flag pole, but it is no longer flying a flag. Mr. Scott would like for the Manager to look into the contract with the owner of the pole in order to have a flag added to the pole again.

Mrs. Conley asked if there was any additional new business. There was none.

AUDIENCE AGENDA: Any issue pertaining to Borough Business. There were none.

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

Respectively submitted,
BOROUGH OF BALDWIN

Robert T. Firek,
Borough Manager