

# MINUTES TO AGENDA MEETING OF MAY 12, 2020

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The Agenda meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, May 12, 2020.

*As a result of the current COVID-19 pandemic, Council was available via remote or in-person. Also, “attendees” from the public were able to access via video conference or telephone conference.*

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

Mrs. Patty Boyer- *via remote video*  
Mr. Chad Hurka- *via remote video*  
Mrs. Denise Maiden- *via remote video*  
Mr. Francis Scott- *via remote video*  
Mr. James Behers- *via telephone*  
Mr. John Egger - Vice-President – *via remote video*  
Mrs. Marianne Conley - President- *via remote video*  
Mr. David Depretis - Mayor  
Mr. Jason Stanton – Engineer- *via remote video*  
Mrs. Ashley Wagner – Solicitor- *via remote video*  
Chief Tony Cortazzo  
Mr. Robert T. Firek - Borough Manager

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

One resident was one the line to listen to the meeting and did not have any comments or questions.

## **ENGINEER’S REPORT**

Mr. Jason Stanton reviewed the monthly report dated May 7, 2020 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

### **Sanitary Sewer System (Streets Run):**

- Mr. Stanton and Mr. Firek attended a remote video conference with ALCOSAN on April 21, 2020 with the other municipalities from the Streets Run Watershed. To exchange the same information that was provided to Council back in March. A follow-up video conference is planned for May 20, 2020.

### **MS4 Training and the BMP updates:**

- Training along with updates will be deferred until the June meeting.

### **2020 Road Program:**

- Bid openings were May 8, 2020. Information pertaining to the bids (as read) were forwarded to Mr. Firek and to be discussed tonight with Council.

# MINUTES TO AGENDA MEETING OF MAY 12, 2020

---

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

## SOLICITOR'S REPORT

Mrs. Wagner discussed the following items with Council:

### **Municipal Property Tax Deadline:**

- ACT 15 was discussed which authorizes a Municipality to provide for property tax relief due to the COVID-19 Pandemic by extending the deadline for payments of 2020 Real Estate Taxes at discount and face rates.
- Council discussed extending the deadline and when that should be extended to and the action required at the next Council meeting.
- Mrs. Wagner will have a draft resolution for Council to review and approve at next weeks meeting to extend the payment timeline with a deadline of November 30, 2020 before late fees would apply.

### **Sewage Bill Late Fees for April and May:**

- Mrs. Wager said Mr. Firek asked her to look into sewage collection and whether municipalities are waiving sewage penalties.
- Most collections are easing collections without doing shut-offs, but they are not waiving the delinquency fees.

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

## MAYOR'S REPORT

Mayor Depretis submitted his monthly report and will provide next week.

Mrs. Conley asked if there were any questions for the Mayor or Chief. None were asked.

## ADMINISTRATION

Mr. Firek submitted his monthly written report to Council for review. There are a few items Mr. Firek discussed in detail with Council:

### **902 Grant (Recycling Cans):**

- Delivery could be early to mid-June with distribution dates to follow. All distribution information will be made available to residents on the website, social media, etc.

### **Resolution No. 2020-05-10:**

- This resolution is for the purchase of one police vehicle that has been on hold for well over a year. This needs to be voted on next week by Council. This would be for a three year lease with payments not to begin until next year.

# MINUTES TO AGENDA MEETING OF MAY 12, 2020

---

## **Option Fire Department New Vehicle Purchase:**

- Mr. Firek reached out to the Fire Chief with some items Mrs. Wagner suggested needed clarification and the need to hold a public hearing before Council could make a decision.
- The Fire Chief was in attendance via teleconference and explained Option VFD went through a different lender which did not require the approval from Council, therefore they have secured a loan and moved forward with the purchase.
- Mrs. Wagner was asked to look into whether as a governmental unit does the Borough have any obligation to sign for this purchase.

## **SHACOG Salt Contract:**

- The current contract was for one year with an option for a second year (the Borough already submitted for the 2<sup>nd</sup> year option). Part of the contract allows the Borough to request the supplier, to store the salt if the Borough has not met their 80% purchase obligation which the Borough has not.
- Mr. Firek is asking Council to approve an amendment to the original agreement that is required for the company to store the material until December 31, 2020 at no charge to the Borough.

## **Summer Activities- Field Permits:**

- Mr. Firek received a request from GBWAA for a temporary field permit to allow play on our fields. Based on the current orders from the Governor and PA Rec. and Parks Society guidelines, all fields should remain closed during the red and yellow phase and Mr. Firek recommends to deny this request. Council agreed.

## **SHCAC: South Hills Cooroperative Animal Control:**

- SHCAC began operation in Baldwin Borough on May, 1, 2020 and the Chief and Mr. Firek met with their staff and provided a brief tour of the area. SHCAC would like to build an indoor kennel behind the current blimp hangar to be staffed and paid for by the SHCAC. Further details will be provided at the next meeting.
- Mrs. Wagner would like to review any agreement for the Borough prior to leasing if that is the intended route.

Mr. Egger and Mr. Firek spoke about Tommy Dr. paving that was listed as an alternate back in the 2017 Road Program that was not awarded due to budgetary reasons. Mr. Firek is not able to confirm when Tommy Dr. will be paved due to the current pandemic and budgetary restrictions on the Road Programs. It is not on this years list as all roads on the list this year are in the north end of Baldwin and Tommy Dr. is in the south end.

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

# MINUTES TO AGENDA MEETING OF MAY 12, 2020

---

## FINANCE

Mr. Hurka stated all of Council have received the Monthly Financial Reports.

- It is too early to recognize how the COVID-19 pandemic has impacted the Borough. The cash on hand values are looking good in comparison to last year and tax collections are described as around 87% percent.

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

## PUBLIC WORKS

Mrs. Boyer said Council should have received the Monthly Report for Public Works.

- Due to the COVID-19 Pandemic, PW duties were modified and shown on the monthly report.

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

## MUNICIPAL SERVICES MANAGER

Mr. Lubin reviewed his monthly report for Council. The COVID-19 Pandemic has many projects on hold and others that are on a modified schedule that Mr. Lubin highlighted from his report.

- Received today a design one call only from Allegheny County for future work on Willett which will involve storm drain work, shoulder and guardrail improvements and roadway paving from Churchview to Streets Run Rd.
- Elm Leaf Park work resumed tis week and will continue until the end of June
- MS4 work – ongoing
- Colewood Park - tree planting delayed
- McKee Dr. - outstanding punchlist items need addressed by the paving company
- BW School District - delivery of meals at Borough parking lot contnues
- Streets Run Rd. – PennDOT construction signs went up and the scheduled closure is now changed to mid-June.
- 2020 Road Program highlighted by Mr. Lubin

Mrs. Conley asked if anyone had any questions or items for Mr. Lubin.

## PARKS AND RECREATION

Mrs. Maiden said there are no items listed on the Blanket list for this month.

- The Pool will be closed for the 2020 Season

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

# MINUTES TO AGENDA MEETING OF MAY 12, 2020

---

## ZONING AND PLANNING

Mr. Egger did not have the Building Inspection and Zoning Office Monthly Report.

- Discussion about a property on Elmwood Drive - Mr. Firek explained the background on this property and the former and current actions from the Borough.

Mrs. Conley asked if anyone had any questions from Mr. Egger. None were asked.

## PUBLIC SAFETY

Mr. Behers provided copies of the monthly activity reports for Council and reported the following:

BEMS:	202 calls	6.8 minute- average response time
SBVF:	14 incidents	8.0 minute average response time
OPTION Fire	incidents	minute average response time
Baldwin #105	incidents	minute average response time

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

## PERSONNEL

Mr. Scott said he has nothing to report for this month

- The Zoning Hearing Board Solicitor position and Commission vacancies are on hold due to the current pandemic.

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

## NEW BUSINESS

**M-1** *Mr. Egger made a motion to start the process of a Quality of Life Ordinance; second by Mrs. Maiden.*

This Ordinance was discussed with Council and the Solicitor. It was decided that further research was needed before making the motion. *Mr. Egger and Mrs. Maiden rescinded their motions.*

Mr. Egger said the Fire Departments are in discussions to merge. Due to the current pandemic, they are unable to have fundraisers and need money.

## MINUTES TO AGENDA MEETING OF MAY 12, 2020

---

**M-2** *Mr. Egger made a motion to start the process to initiate a Fire Tax; second by Mrs. Boyer.*

A discussion followed the motion by Mr. Egger to begin the process to initiate a Fire Tax. It was decided that Mrs. Wagner will research the process and update Council at the next meeting. *Mr. Egger and Mrs. Boyer rescinded their motions.*

Mrs. Conley asked if there was any additional new business. No new business was brought to Council.

**AUDIENCE AGENDA:** Any issue pertaining to Borough Business. **Only 5 MINUTES PER SPEAKER OR GROUP** - No one addressed Council.

**M-3** *Mr. Egger made the motion to go into executive session; second by Mr. Behers. Upon vote, motion passed.*

**M-4** *Mr. Egger made the motion to adjourn this portion of the meeting; second by Mrs Maiden. Upon vote, motion passed.*

Respectively submitted,

BOROUGH OF BALDWIN

Robert T. Firek  
Borough Manager