

MINUTES TO AGENDA MEETING OF JUNE 9, 2020

The Agenda meeting of the Borough of Baldwin Council was called to order by President Marianne Conley at 7:30 p.m. on Tuesday, June 9, 2020.

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

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

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

Joe Cambest- Chief of South Baldwin Fire Company, of 439 Elaine Dr. He wanted to update Council on the meeting that took place the previous night. The decision is to move forward and form a committee with a small group that will include Borough Council and/or Borough Administration. They would like to merge all three fire departments.

Mr. Scott said they have the DCED to provide guidance during this transition. Mr. Firek suggested he will reach out to the local contact of the DCED. Mrs. Boyer and Mr. Egger said they would like to join this small committee. Jim Barbour, of Option Fire, said they would like to meet with this small committee before meeting with the DCED.

Chief Cambest asked about the Emergency Declaration – Mr. Firek spoke with Bob Gerlach, County of Allegheny Dept. of Emergency Services. The County is waiting to recind the declaration from December 31, 2020. They may not recind as they do not want to lose the rights to funding that would be available up until December 31, 2020.

ENGINEER’S REPORT

Mr. Jason Stanton reviewed the monthly report dated June 4, 2020 summarizing activity since the last Council Meeting. Additionally, Mr. Stanton provided brief updates on the following items:

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LR 30 Phased Partial Parallel Program:

- Contractor is tentatively scheduled to address punchlist items and complete the project within the next two weeks.

Wet Weather Flow Strategy (Colewood Area):

- Reviewed a draft resolution for the Right-of-Way/ Easement transfer with the Pleasant Hills Authority.

Sanitary Sewer System (Streets Run):

- Mr. Stanton and Mr. Firek attended a teams remote conference with ALCOSAN and other municipalities from the Streets Run Watershed. It was agreed upon that Baldwin would move forward with the interceptors that need repaired.
- Other municipalities would like to review internally if they would participate with a large factor to consider the potential of significant funding from ALCOSAN.

2020 Road Program:

- Contracts were awarded by Council and the award letter was provided to the contractor May 22, 2020.
- Due to COVID-19, the bonding companies are slow in getting the bonds to the contractors and then to the Borough.

Developments:

- Everest Foods/Double Fresh -- Construction is nearly complete and a bond reduction request to Council will be forthcoming next month.

Mrs. Conley asked when they would be opening and Mr. Firek responded they indicated possibly by the end of July.

MS4 Training:

- Mr. Stanton provided the annual Council training for the Municipal Separate Storm Sewer Systems (MS4).
- Also discussed; raising millage to accommodate MS4 expenditures, competition for general fund money, funding sources and the absence of legislature to allow for Borough's to implement a fee without forming an Authority for consideration.

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:

Quality of Life Ordinance Memo:

- She was asked by Council to look into similar ordinances in neighboring communities.
- This type of ordinance is being utilized to streamline the process and reduce property and code violations while using a strict set of guidelines to enforce.

Discussion followed with concerns for the legality and if the Borough was permitted to have this ordinance. Mr. Egger wished to move forward without delay and made a motion to have Mrs. Wagner start the draft of the ordinance for Council at their next meeting.

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M-1 *Mr. Egger made the motion to initiate the process to adopt the Quality of Life Ordinance; second by Mrs. Maiden. Upon vote, motion passed 4-1.*

- Mrs. Maiden will second the motion as long as we can review other communities that have a similar ordinance.
- Mr. Scott expressed concerns on the legal issues that could potentially harm the Borough and asked that Mrs. Wagner continue researching this information for her draft ordinance.

Mrs. Wagner will review other communities and make a draft ordinance for the next meeting.

Fire Tax Memo:

- Mrs. Wagner previously provided an overview of the Fire Tax and shows the Borough does have the ability to impose a local tax to fund all three fire departments.
- It can be done by ordinance as long as it does not exceed three mills and the statutes allow for appropriations to multiple fire companies as deemed by the Borough.

Discussion continued about the following:

- How the money would be allocated;
- Getting a financial audit before enacting a Fire Tax;
- Benefits to merge all three fire departments - purchasing allowing for standardization.

Bond ReFi PNC Conflict Waiver:

- Solicitors role is to do a preliminary review of documents
- Tucker Arensberg (TA) also is legal counsel to PNC Bank
- TA Notified the Borough of a potential conflict of interest
- Waiver from Council is needed for solicitor to move forward.
Mr. Firek only needs an approval from Council for him to sign the waiver to move forward. Council approved this request.

PHA Right-of-Way Swap Resolution:

- Resolution allows the Borough to assign certain easements to the Pleasant Hills Authority (PHA)
- Includes obligations and acceptance of agreements for the Borough
- Needs to be adopted at the next meeting

Fee Resolutions for Solicitations:

- Discussed amending the Fee Resolutions for resident and non-resident

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- \$10 a day straight fee regardless of residency
- Mrs. Wagner will prepare this for consideration for next meeting

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.

The Chief would like to address a personnel change that will be taking place in the department, and with this change he would like to begin background checks to fill the vacant position. Prepare a final list of five eligible candidates to provide to the Civil Service Commission to certify in August or before this time.

Council approved this request.

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)

- Final assembly and distribution of the new recycling Toter carts started on Monday, June 8, 2020.
- The goal is to distribute to all residents before the next recycling week of June 22nd.

Officer Retirement:

- Officer Robert Pagane will be retiring Friday, June 26, 2020. Additionally his K-9 Officer partner, Ajay will be retiring. Officer Ajay is the last K-9 officer in the Borough. This is the final K-9 Officer the department will be using.
- Chief Cortazzo said a resolution is needed next week for K-9 Officer Pagane to purchase K-9 Officer Ajay.

South Hills Cooperative Animal Control (SHCAC):

- Inquiring about building a kennel on Borough property
- The kennel, staff and maintenance would be paid for by the SHCAC
- When the Borough cancels their service, the kennel would become the property of the Borough
- They would like to move forward quickly to have a facility for housing animals
- Mr. Firek would like to have Council approve this request

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Zoning Hearing Board Solicitor:

- Brian Meador Chair of the ZHB is in the process of interviewing candidates that replied to the Borough's RFP.
- Mr. Firek is also involved in scheduling the firms/candidates.

Commission Vacancies:

- Mr. Firek would like to resume the interviews for the openings on the specific Boards and commissions in the Borough.

Summer Activities and Field Permits:

- Mr. Firek explained the process the Borough used for moving forward to the "green phase" on June 5, 2020.
- Field permits were issued with the exception of the Municipal Field, until all construction in that area is completed.
- The pavilion at Lem Leaf Park was previously discussed with the elimination of Sunday permits. The Sunday rentals have been refunded.
- The Elm Leaf Park Pavilion permits are on the current blanket list starting this month.
- The playgrounds are now open with posted signs about the COVID-19 spread that provide rules for residents to follow the CDC guidelines.

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

FINANCE

Mr. Hurka stated all of Council have received the Monthly Financial Reports. 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 Council should have received the Monthly Report for Public Works. 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 his monthly report for Council. Mr. Lubin highlighted from his report:

- Street opening permits- ongoing as needed.

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- Elm Leaf Park Phase II– working on the walking trail, sidewalk, bioswale, wall with about 80% of the project complete.
- Colewood Park - a pre-bid conference will take place at the sight.
- Road Program - McKee is remainig to be milled and paved from the 2019 Program.
- SHACOG and PW Advisory Committee - cancelled for June due to COVID, and the COG Salt Storage letter was submitted and accepted.
- TRAISR - LSSE working remotely but have been addressing issues as needed.
- Streets Run Rd. – closure delayed until June 22nd
- Toter Roll out began- getting out lots of information via Social Media before distribution- Admin. Assistant to field all calls for requests and complaints.
- Notification letters sent to Colewood residents regarding concrete driveway restoration after installation of backflow preventers.

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

PARKS AND RECREATION

Mrs. Maiden will provide the June Blanket Approval list for approval at the next meeting.

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

ZONING AND PLANNING

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

- He received an email about Glass Run Rd. and would like to provide this to Mr. Firek for his attention.
- He was asked by a homeowner on Deervue Dr. that filed a complaint about a neighbor who built a pool almost a foot off of their property line. Mr. Egger asked if they filed for a variance when building this pool. Mr. Firek replied this permit was approved by the previous Baldwin Code Enforcement Officer without a proper survey.
- The enforcement of Borough code was discussed.

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: 221 calls 6.8 minute- average response time

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| SBVF: | incidents | minute -average response time |
| OPTION Fire | 26 incidents | 6.4 minute -average response time |
| Baldwin #105 | 27 incidents | 1.5 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

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. No new business was brought to Council.

Mr. Egger wished to thank the Chief for following his band around and how the residents enjoyed seeing the officers.

The Mayor asked Mr. Firek about the current budget for the new solicitor vs. old solicitor. Mr. Firek stated that currently the Borough is approximately \$6,600 over budget and is on pace to be about \$20,000 over budget with the new solicitor for the year.

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

M-2 *Mr. Hurka made the motion to go into executive session; second by Mr. Egger. Upon vote, motion passed.*

Respectively submitted,

BOROUGH OF BALDWIN

Robert T. Firek
Borough Manager