

**PRE MEETING
BADEN BOROUGH COUNCIL
MAY 19, 2014**

Council President Judi Montell called the Pre-Meeting of Council to order at 7:00 p.m. in Council Chambers of the Baden Municipal Building, 149 State Street, to conduct business of general purposes.

PLEDGE OF ALLEGIANCE

PRESENT: Mr. Besong, Mr. Kotula, Mrs. Michaels, Mr. Stuban, Mrs. Villella and Mrs. Montell (Not Present: Mr. Trzcianka)

ALSO PRESENT: Mayor Sam Gagliardi, CEO Jim Napolitan, Street Foreman Michael Josapak

Acknowledgement of Recordings

VISITORS - None

DEPARTMENTAL REPORTS

BOROUGH SECRETARY

Mrs. Rakovan reviewed her report with Council which included the hiring of summer help (two have already started), ratification of a phone vote for the generator repairs. She noted that Mr. Stuban will cover the DeFoggi situation (outstanding utility bill and bankruptcy) and the key fOb policy. Mrs. Rakovan stated that the auditor is currently working on the 2013 audit. Mrs. Rakovan asked council to take note of the letter from Ambridge Water Authority regarding the Ann Street Interconnect and that they no longer need to purchase water for Ann Street. They asked that a final be done which Mrs. Rakovan noted that it has already been completed. Ambridge did mention in the letter that Baden may want to have the Ann Street interconnect as an emergency service connection. She commented that we want to discuss this with Ambridge Water Authority before a situation arises. Mrs. Rakovan commented that there is information in their packets regarding Duquesne Light LED conversion. She explained that this is a new pilot program and it is offered yearly. Discussion followed regarding waiting to see how the program goes during the first year prior to looking into LED conversion. Mrs. Rakovan noted that the MS4 report has been filed for 2013. She commented that the report is becoming more demanding. We will need to send employees to training, inlet/outfall location and more backup documentation for DEP MS4 reporting.

Mrs. Montell asked about job descriptions. Mr. Stuban noted that he will be working on the job descriptions.

PUBLIC WORKS

Mr. Josapak reported that there was a sink hole on Washington Street. Columbia Gas was called to repair it because the location was where a gas line was leaking. Columbia Gas dug up the area only to find that it was a storm sewer that caused the sink hole. Columbia did the repair at Mr. Josapak's request. He noted that he is not sure if they will bill the borough. The street sweeper is still down. It is old and parts are hard to find. They are putting mulch down around the borough. Two summer help have already started and two more are starting in June. The pothole in the library sidewalk has been repaired. The A/C has been repaired at the library and two new smoke alarms have been installed in the library. The generators will be repaired shortly. Cleveland Brothers is waiting for parts. All of the street line paving associated with the paving project has been completed. Mr. Josapak presented to council the cost for thermoplastic crosswalks for State Street. He noted that it is expensive but recommended that we do Harmony Road, Johnson Avenue and Phillips Street.

Thermoplastic will last three years. Discussion followed. Mr. Stuban noted that it is still cheaper to paint them.

Mr. Josapak stated that they are sprucing up the town (flags, mulch...) for the Memorial Day Parade.

CEO

Mr. Napolitan noted that council has a copy of his report.

Mrs. Montell asked Mr. Napolitan about a Mrs. Nelson from Lincoln Avenue calling the Mayor about someone dumping logs. Mayor Gagliardi stated that there are a bunch of neighbors at war up there. Mr. Napolitan said that he goes up there a few time a year. It's a war between neighbors.

POLICE CHIEF

Chief Christner was not present. Mrs. Montell commented on Sgt. Alvarez receiving an award for his community service. Mrs. Montell noted that the Baden Legion Auxiliary had a meeting and they will donate \$500 for the AED's but they need a letter first. She stated that she would like the letter to come from the Mayor. Mayor Gagliardi stated that he will write the letter. Mayor commented that he spoke to Senator Vogel and the office of Ruffus to get funding for the AEDs through various foundations like the Heinz Foundation. Mrs. Montell expressed her support for obtaining the AED's. Mr. Stuban asked if everyone was trained on using the AED. All officers are trained to use the AED's.

Mrs. Rakovan commented that Chief Christner told her that he will be getting a refund from Giant Eagle for the cost associated with the reimbursement of the prescriptions that the borough paid.

Mr. Josapak interjected that he forgot to bring up the new truck and putting the old truck out for bid since the trade in came in at \$2,500. Discussion followed regarding the condition and value of the truck. Mr. Josapak felt the price was worth at least \$8,000. Discussion took place regarding where to bid the truck.

FIRE DEPARTMENT

Chief Trzcianka was not present.

COMMITTEE REPORTS

Administration & Finance (Michael Stuban)

Mr. Stuban addressed the DeFoggi utility bill. He commented that on Wednesday he will make a motion to take action and pursue legally through the solicitor. Mr. DeFoggi declared bankruptcy and because he lied to the court it was thrown out. Mr. Stuban wants to prosecute him.

Mr. Stuban noted that on Wednesday there will be three resolutions. 1. Establishing the time for visitors to speak. 2. Adopting Roberts Rules of Order 3. Destroying the tape after the minutes are approved. Discussion took place regarding the length of time visitors can speak. Mrs. Montell felt 5 minutes was fare.

Mr. Stuban commented that the 330 State Street was awarded to the borough for the price of \$23,000. Wednesday will be a motion to transfer the title and make sure that there are no right of ways on the property. Additionally the grass needs cut at this location. Mr. Stuban asked Mr. Josapak to cut the grass.

Mr. Stuban addressed the Riverview property. The magistrate found the owner guilty and fined the property owner \$5,000. Once the file is received we will file criminal charges against the owner.

Mr. Stuban addressed the other house on Collins Avenue. It is up for Sheriff Sale.

Conversation took place regarding other properties in town that needs grass cut or cleaned up. Mr. Stuban stated that two trailers were cited by the Building Inspector. If the issues are not addressed he will take the owner to the magistrate.

Mr. Napolitan commented that he asked Mr. McKee when he will fix his sidewalk. Mr. McKee told Mr. Napolitan that he has to wait because he has to take a second mortgage. Mr. Stuban and Mrs. Montell told Mr. Napolitan to cite Mr. McKee.

Mr. Stuban noted that he would like the solicitor to research regarding going after property owners of blighted property.

Mr. Stuban gave an update on the loan for the street projects. The loan amount is \$400,000. The ordinance is not ready yet so Mr. Stuban may make a motion to recess the meeting so that the Ordinance may be adopted. He commented that we need to move the loan because we need the money to pay the contractor. Mayor Gagliardi asked Mr. Stuban to clarify the \$400,000. Mr. Stuban noted that the paving project was over \$600,000. We have a little under \$300,000 already put aside. The \$400,000 is to pay for the difference. Mayor Gagliardi asked if it was known that there would be a shortfall. Mr. Stuban commented yes and that it was discussed last year about the need to get a loan to make up the difference, but with the contractor delaying the paving we moved back the loan. Mayor Gagliardi asked what impact this will have on the budget. Mr. Stuban noted that we do not know the monthly payments yet. He also noted that a tax increase will be needed. Mr. Stuban stated that the only way to get streets paved is to take a loan every five years.

Mr. Stuban commented that while reviewing utility bills it has been discovered that there are no ordinances in place to support and enforce what needs to be done. He handed out to council what he wants the solicitor to prepare for ordinance/resolution. This included a meter and security deposit. Guidelines for bills to be in the tenants name and then landlords name if a violation of the ordinance occurs. Mayor Gagliardi asked about making landlords put in separate shutoff valves. These new guidelines cover this matter. As long as the tenants pay the bills the landlord will not be required to put separate valves in for each tenant. Discussion followed regarding writing ordinances that give us the ability to enforce them. Mayor Gagliardi asked how we are tracking tenants. Mr. Stuban commented that the tenant registration ordinance is still in effect. Further discussion took place regarding fees. Ultimately we want the ability to go after the landlord to pay for utility bills that are not paid for by the tenant.

Mr. Stuban stated that he will work on a camera policy.

Mr. Stuban addressed the paving project and two streets that were on the project list for being tar and chipped but they really need to be paved. They asked the engineer to get the additional cost to pave the streets. The two streets are Murphy and Mahoney.

Mr. Stevenson who owns the house on Kellinger cannot be contacted. The solicitor feels there is a way to advertise so that we may move forward on getting that property cleaned up.

Mr. Stuban noted that we still need one more Recreation Board member. It was noted that Mrs. Furr was interested.

Mr. Stuban noted that we still need two members for the appeals boards for the three strikes ordinance.

Building, Property & Grounds (Bob Besong)

Mr. Besong questioned what his responsibilities are and not being included in the additional camera changes and keyless entry system.

Mrs. Rakovan commented that Mr. Trzcianka text her stating that the police department is asking that the lobby door to the police department be keyless entry. Mrs. Rakovan

commented on moving the community room keyless door to the police door. Discussion followed regarding how the keyless system works.

Community Relations (Ted Kotula)

Mr. Kotula presented Council with a list of ideas for the community relations committee. This included what we can do with our current buildings, how we can help the community, community information, and events. This included safety, attracting new businesses, walking mile markers and finding what Baden wants to be known for. He also addressed community gardens and feeding those in need. It was noted that the Sisters of St. Joseph has a community garden. Mrs. Villella stated that there is grant funding out there. It was noted that Mr. Kotula did a great job on preparing his presentation. Mr. Kotula stated that we now have to move this from the paper to action and we need people to do that.

Library (Kim Villella)

Mrs. Villella reported that the Librarian is expecting her first child and she is considering putting her letter of resignation in so that she can be a stay at home mom.

Police Department (Kim Villella)

Mrs. Villella noted that while at conference she attended a class on crisis management. She stated that the police need to work with the local school to devise a crisis plan. This included doing a walk through at various times.

Mayor Gagliardi asked about the book drop for the library. Mrs. Villella explained that they need to get a different cart because the one they have is too large. It is too costly to return the cart and they are trying to sell it. She hopes that public works can still put the book drop in.

Public Works (Dave Trzcianka)

Not present.

Sanitation, Recycling & Municipal (Donna Michaels)

Mrs. Michaels had nothing to report.

Recreation & Communications (Donna Michaels)

Mrs. Michaels commented that the Newsletter was mailed out. She noted that the community yard sale will be June 28th. Community and Applefest is coming along.

Mayor's Report

Mayor Gagliardi reminded council about the Memorial Day Parade.

OLD/NEW BUSINESS

Mrs. Villella asked about the letter from the Solicitor regarding the letter about ethics. She was questioning the third line and noted that it doesn't apply to our borough because the population is not applicable to our borough. She asked if we authorized the solicitor to research this and did we pay for it.

Mrs. Villella and Mrs. Montell asked the secretary about listing old business and new business separately on the agenda. Mrs. Rakovan noted that she had no problem breaking out the list however she had some questions regarding the placement of the items noting that the majority of the list is brought up by Mr. Stuban and the items are not under his committee so she asked where should she list it. If it is placed under the appropriate committee chair that person isn't going to know what to talk about. Mr. Stuban noted that Council needs to give their list to the secretary for Wednesday. He

stated that he tells the secretary what he wants on the agenda. The secretary then puts items on the agenda under the appropriate committee and the chairman doesn't know what they are talking about. Mrs. Villella stated that council must be accountable. Mrs. Rakovan suggested doing a separate list of items for council. Council agreed to her recommendation.

President's Report

ADJOURNMENT

MOTION by Mr. Stuban, second by Mrs. Villella carried unanimously to adjourn the meeting.

Meeting adjourned at 8:27 PM

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
June 16, 2014