

**REGULAR MEETING
BADEN BOROUGH COUNCIL
MAY 20, 2015**

No Monday meeting due to lack of quorum

Council President Judi Montell called the Regular 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, Mr. Trzcianka, Mrs. Villella and Mrs. Montell

ALSO PRESENT: Solicitor James Amato, Engineer Tony Sadaka, Chief Christner

Acknowledgement of Recordings

VISITORS

Tom Turney from 336 State Street addressed Council as the interim tax collector. Taxes with face value are due by the end of May. Since May 31st is on Sunday he will accept payments on Monday, June 1st. Penalty will start on June 2nd. He also commented that installment payments must be made within the installment dates. If not, the 10% penalty will apply. Mr. Turney addressed 330 State Street still needing attention after the demolition of the building. The asphalt parking lot area is broken down and blowing dust towards his property. He also noted raw ground, trees and land restoration that still need to be addressed.

John Orndorff an Ohio River Trails Councilman addressed Council in regards to extending the Bike Trail down to Baden as part of their Greenway Trail. The trail extension would come down Duss Avenue and into Baden. He asked for support from Baden and a \$200 contribution to support the trail, noting that all of the municipalities involved in the trail have made a \$200 contribution.

Bob Shmetzer from South Heights spoke on behalf of Ed and Micelle who live at 969 Collins Avenue who are also concerned about how fracking is affecting the Ambridge Water Reservoir. Information was given to the Secretary regarding this matter.

Reverend Jim Hamilton from Maplewood Avenue, Ambridge expressed his concerns of fracking affecting our drinking water.

MINUTES

MOTION by Mr. Trzcianka, second by Mrs. Villella, carried unanimously to approve the minutes of March 16th, 18th and April 15th, 2015.

BILLS TO BE PAID

MOTION by Mr. Stuban, second by Mrs. Michaels, carried unanimously to pay all bills with two signatures.

RESOLUTIONS

- 15-03 Amending Baden Borough Code of Ordinances regarding fees for hearings and various borough business actions.

MOTION by Mr. Stuban, second by Mrs. Michaels, carried unanimously to adopt Resolution 15-03.

ORDINANCES

MOTION by Mr. Stuban, second by Mr. Trzcianka, carried unanimously to set violation fees at \$500 for the Flood Plain Management Ordinance.

- **939** Following the Pennsylvania Flood Plain Management Act of 1978 the Council of the Borough of Baden does hereby require all persons, partnerships, businesses and corporations to obtain a permit for any construction or development; providing for issuance of such permits; setting forth certain minimum requirements for new construction and development within area of the Borough of Baden which are subject flooding; and established penalties for any persons who fail, or refuse to comply with, the requirements of provisions of this ordinance.

MOTION by Mr. Stuban, second by Mr. Trzcianka, carried unanimously to adopt Ordinance 939.

BIDS

None

CORRESPONDENCE

1. April 24th letter from the Baden American Legion regarding the Memorial Day parade on Monday, May 25th. Start time is 10:15 AM.
2. April 27th letter from Duquesne Light announcing their 2015 LED Municipal Cobrahead Street Light Conversion Pilot Program.
3. May 4th letter from FEMA regarding the Flood Plain Management Ordinance needing to be adopted and in place by August 17, 2015.
4. May 19th letter from Sgt. David M. Alvarez on behalf of the Baden Police Association asking that a meeting be held for the purpose of discussing the 2016-2019 contract renewal.
5. May receipt of Appointment of a Deputy Tax Collector in accordance with state law. Mr. Turney would like the approval of Joanne Catanzarite as his deputy tax collector.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to approve Joanne Catanzarite as a deputy tax collector for Tom Turney the appointed tax collector.

6. May fax from Congressman Rothfus regarding a complaint submitted by Lisa McConnell from McKee Avenue.
7. May receipt of photos from Mrs. Rusnak regarding water runoff on Murphy Avenue. (Mr. Josapak was asked to look into and resolve this matter)
8. May receipt of Lease Agreement from Verizon for cell tower space at the Harmony Road water tank location.

MOTION by Mr. Stuban, second by Mr. Trzcianka, carried unanimously to authorize the solicitor to review and negotiate the rate for the Verizon lease agreement.

DEPARTMENT REPORTS

SECRETARY

1. 2014 Audit is still being worked on.
2. Rick Sedlacek and Randy Dobich would like to take the Water/Wastewater Operator Certification Examinations on July 9th in Cannonsburg. Cost is \$80 per employee.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to authorize Randy Dobich and Rick Sedlacek to attend take the water certification exam.

3. 2014 data for the police consolidation analysis has been completed.
4. The Baden Parks and Recreation Board is asking for the release of their 2015 funding.
5. Pension refunds with interest have been given back to the police officers for their 2014 to date contributions in accordance with the police arbitration guidelines.

6. Need to adopt a changed 2015 MMO requirement due to the change in the Police Pension contribution. This adjustment bring the cost up from approximately \$73,000 to \$86,077. (Motion needed)

MOTION by Mr. Stuban, second by Mrs. Michaels, carried unanimously to adjust the MMO contribution for 2015 for the Police Pension to \$86,077.

7. The annual Water Quality Report must be sent to all residents by July 1st. Currently gathering the information to calculate the required data.
8. The Recycling Grant was closed out and mailed in for processing.

Tax Collector

- The delinquent total is \$61,042.90. School delinquent total is \$330,817.06.
- The county will be sending delinquent letters out in June. Any proof of payments made to the borough office may be corrected up until the end of 2015.

COMCAST Day of Caring April 25th

- A great success. Thank you to all who helped out. A representative from COMCAST will be attending a future meeting to present a check and have photos taken.

Garbage Contract

The Garbage Contract needs to be reviewed and advertised for future service. With the curbside pick-up of "special items" the contract may need to be amended as well as determining the length of the contract.

Leaking roofs

The fire department and borough building roofs have been leaking during rain storms. Burns and Scalo have been contacted.

330 State Street

The building has been torn down. Issue regarding the taxes will be addressed by Mr. Stuban who spoke to the assessment officer.

General Code

The preliminary update/revisions have come in for review.

Ubility

Because of the property tax collector matter the transition to Ubility was put on hold. The representative will be coming to the office next week to discuss the transition. The current software company wants to charge a large amount of money to transfer the data so we are hoping Ubility can download the data without the assistance of InHance.

Mrs. Rakovan addressed a letter received regarding Mr. Dennis Baker Jr. submission of paperwork for a zoning hearing under the original fee of \$250 (paperwork picked up prior to change in cost) however it was submitted after the fee was changed to \$500. He is asking for acceptance of the \$250 fee as originally submitted.

MOTION by Mr. Trzcianka, second by Mr. Besong, carried unanimously to accept the fee of \$250 for Mr. Bakers zoning hearing.

Mr. Stuban addressed the past tax collector noting that the borough records were fairly accurate. 144 parcels were turned over for collections and from this list 136 are constant repeats on the delinquent list. However the school records were a lot of work. Copies of the cancelled checks deposited into the bank had to be requested. The office staff took the time to review every check and match it up to the school tax records. They contacted the mortgage and lending companies to try and correct everything. We got that list down to 276 properties. Repeats on delinquents are also around 136. Many people in Baden pay in cash and there are no receipts to back track the payments. The secretary was appointed by the courts to collect the taxes for this short period of time and they did a great job in trying to help the residents. They even went as far as calling the residents that they knew. They did a great job. This was not part of the office staff job description or contract.

President Judi Montell read and submitted a resolution stating that Elaine Rakovan, Michele Miketa and Christine Niehenke as employees of the Borough of Baden were appointed tax

collectors by the courts and commending them for a job well done for going above and beyond their expected duties.

MOTION by Mr. Stuban, second by Mrs. Michaels, carried unanimously to adopt all three resolutions.

CEO

Mrs. Montell commented that the CEO has resigned. She also commented that a job description has to be written up.

MOTION by Mr. Stuban, second by Mrs. Michaels, carried unanimously to advertise the CEO position once a job description has been written up.

Mr. Stuban noted that the job description for the CEO can be written up within a week and circulated amongst Council for review. He will be asking for an executive session later in the week to meet regarding personnel issues and the job description may be reviewed then.

POLICE CHIEF

Chief Christner asked about the hiring of part time officers due to a full time officer being off for at least the rest of the month.

Mrs. Villella stated that she will set up a meeting for interviews.

PUBLIC WORKS

Mr. Josapak had nothing to report.

Mr. Trzcianka asked about the street sweeper. It is still down and they have a loaner that they are using.

Mrs. Montell asked Mr. Josapak what the plans were for cutting and cleaning up 330 State Street. Mr. Josapak noted that he'll get to it when they can.

FIRE DEPARTMENT

Mr. Trzcianka stated that there were 16 calls last month. The fire department had their ISO inspection which is what the fire insurance rates for homeowners is calculated off of. He believes that it went very well. He hopes that they move from a 4 to a 3 rating. The lower the number the better the rating. The fire department also received a \$22,000 grant that will be used to purchase a thermo-imaging camera as well as turnout gear.

Mr. Trzcianka commented on the Relief Association audit finding regarding an incomplete inventory. To correct this matter the inventory list must be specific to what was purchased with the relief money. The department submitted their entire inventory list so they are correcting the information in accordance with the finding.

Mr. Trzcianka addressed a new law stating that all fire fighters need child abuse clearances by July 31st. The cost is \$48.75 per fire fighter and he asked council to cover the cost. This is approximately \$1,600. Discussion took place regarding the law requirements and if all of the firemen's requirement to get certified.

Mr. Trzcianka addressed the need to replace the older fire trucks noting that one broke down at the Harmony Ridge fire.

MOTION by Mr. Stuban, second by Mr. Kotula, carried unanimously to authorize the solicitor to review the law regarding the child abuse certification for volunteer firemen and if required take the funding from the fire truck fund budget.

COMMITTEE REPORTS

Administration & Finance - (Michael Stuban)

- General Fund Balance \$527,608.00
- Water Fund Balance \$34,673.67
- Police Consolidation Meeting – May 28th, 3:00 PM at Harmony Township. They are asking that the Police Chief, Mayor and Council President be in attendance.

- Policy – Borough Employee Answering Fire Calls

Mr. Stuban proposed a policy stating that borough employees who are firemen may go to calls in Baden if required and approved by the Foreman. It will be on Borough time as long as it regular working hours. Secondly, may go to calls in Ambridge, Economy, Harmony and Conway if requested by the Fire Chief and approved by the Foreman. Going on these calls must be done without pay or they may use vacation/personal time. He asked council to consider this policy for next month's approval.

- Executive Session – Department Heads

Mr. Stuban stated that executive sessions will take next week with the department heads during regular business hours.

- June 9th – Hradio Hearing at 10:15 AM regarding Jefferson Street house

- Tevebaugh Road, Schiller Street estimates

Mr. Stuban noted that there is a grant available that requires a 30% match. The cost for Schiller Street is \$205,000 (borough would pay \$60,000). He asked council to think about it.

- Water Shut-off for not doing a dye test or getting an occupancy permit

Conversation took place regarding the wording of the ordinance, enforcement and violations.

MOTION by Mr. Stuban, second by Mr. Trzcianka, carried unanimously to authorize the solicitor to write/amend the appropriate resolution or ordinance to reflect water shut-off and/or penalty for not getting a dye test or occupancy permit.

- Comprehensive Plan

The demographics of Baden are changing. In 1980 we our population was 6,000. Now we have 4,000. 1/3 of our homes are renters and senior citizens make up 24% of our community. Baden Borough needs to look into having a comprehensive plan for the future.

Building, Property & Grounds (Bob Besong/Ted Kotula)

Mr. Besong addressed the need for 25 to 30 chairs for the Community Room.

MOTION by Mr. Besong, second by Mrs. Vilella, carried unanimously to purchase 25 chairs for the community room.

Mr. Besong addressed the need for trash pickup along Harmony Road and Phillips Street. Mrs. Montell addressed asking the boy scouts or other volunteers to assist in cleaning up the road sides.

Community Relations – (Ted Kotula)

Mr. Kotula addressed wanting to send something out to the businesses within our community and meeting with them to discuss the needs and ideas within our town.

Mr. Kotula addressed the need for trash cans along State Street.

Library – (Kimberly Vilella)

Mrs. Vilella stated that the library board went through the shed in the lower parking lot. There are ceiling tiles and old light fixtures. They are going to try and sell the light fixtures at the community yard sale.

Mrs. Villella reported that there were over 350 people attending various programs during the month. State Street School had a field trip to the Library. 25 new patrons registered at the library.

Public Safety – (Kimberly Villella)

Mrs. Villella stated that the interviews and public safety meeting will be held on Tuesday at 9:00.

Public Works – (Dave Trzcianka)

MOTION by Mr. Trzcianka, second by Mr. Kotula carried unanimously to hire Zack Jones, Brandon Buck and Bob Schultz as summer help for \$8.50 per hour.

Mr. Trzcianka commented that the water tanks were inspected and all is in good order.

Mr. Trzcianka addressed the house at the corner of Dippold and Berry Street that has not had the final inspection, occupancy permit or fire inspection. He felt that the solicitor should be involved. There was concern regarding residents (tenants) living in the building and there being no inspection/permits issued. The solicitor was asked to look into this matter.

Mr. Kotula asked Mr. Josapak to make 330 State Street a top priority to be cleaned up. He asked if something could be put aside so that the cleanup could be done quickly because it looks half done. Mr. Josapak agreed but also stated that it has been five days since the building was torn down. He then listed all the other things that need to be done or are getting done (line painting, fire hydrant flushing with flow tests, grass cutting, wood chipping, mulching, hanging flags for Memorial Day...). Mr. Trzcianka commented that the fire department will burn the wood debris.

Recreation & Communications - (Donna Michaels)

Mrs. Michaels thanked Tom Turney for the excellent job on getting advertisements and the placemats/maps made up for the community yard sale.

Sanitation, Recycling & Municipal Authority - (Donna Michaels)

Mrs. Michaels stated that the garbage contract should be ready to advertise next month. She is waiting for information on the special collections.

SOLICITOR'S REPORT

Mr. Amato had nothing at this time.

ENGINEER'S REPORT

Mr. Sadaka addressed the Ambridge Water Rate Study. There is no specific rate documentation regarding Baden Borough. The study shows that the rates will increase over the next five years however there are no specifics for Baden Borough. Mr. Stuban felt that the study should address the charges for Baden.

Mr. Stuban asked council if they want to go back to Ambridge Water Authority and ask for a more user friendly report for Baden Borough.

MOTION by Mr. Trzcianka, second by Mr. Besong carried unanimously to have the solicitor request a more detailed report within the guidelines of the agreement from Ambridge Water Authority regarding their rate study.

MAYOR'S REPORT

Chief Christner stated that the reports and schedule are posted in the office.

PRESIDENTS REPORT

Mrs. Montell extended a big thank you to COMCAST and all the volunteers who helped with the park beautification.

Old Business Not on the Agenda, New Business or Unfinished Business

- **Open Board Positions**
 - Zoning – Alternate
 - Library – 5 year term

Mrs. Villella asked that the Mayor do a proclamation for Don Kinunnin for all of his years of service on the library board.

Mr. Besong asked to make sure that all political signs are down.

VISITOR COMMENTS**AJOURNMENT**

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

Meeting adjourned at 8:36 PM

Respectfully Submitted by,



Elaine K. Rakovan
Secretary
May 21, 2015