

**PRE-MEETING
BADEN BOROUGH COUNCIL
MAY 8TH, 2019**

Council Vice President David Trzcianka called the Pre-Meeting of Council to order at 6:30 p.m. in Council Chambers of the Baden Municipal Building, 149 State Street, to conduct business of general purposes.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT Mr. Besong, Mrs. Furr, Mr. Kotula, Mr. Shelkons, Mrs. Singleton, and Mr. Trzcianka (Not Present: Mrs. Montell)

ALSO PRESENT: Mayor Sam Gagliardi, Police Officer Shipley, Foreman Mike Josapak

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS

- Sister Kari Pohl from the Sisters of Saint Joseph addressed council in regards to having speakers attend the council meetings to give a brief 15 minute presentation on the health hazards of drilling in our area. There are a total of 3 presentations and she can schedule them one month apart.

DEPARTMENT REPORTS

Secretary

1. **USDA Grant/Loan**
Work in progress.

2. **Software Conversion**
Down to the final steps in the process. Finishing up training. Computers will be down for 3 to 5 days the week of May 20th while all of the data from the old system is converted to the new software. The following days and week will be checking the new database, running reports and making sure that all of the data converted over correctly.

3. **Trailer Court**
Building Inspector, Brian Hill wrote up a list of issues at the trailer court and they were forwarded to the solicitor. In the meantime the owner of the trailer court sent an email regarding the hillside. The engineer has been asked to take another look at the hillside.

4. **Borough Building Walkway and Canopy/Roof**
The estimate for engineering design and putting a canopy over the walkway is over \$57,000. One recommendation from the engineer was relocating the air conditioner unit under the walkway, tearing down the walkway and putting in a land bridge. Last month council commented that we need to look into pricing from a canopy company.

5. **Parking Lot Lights in lower lot**
Weber Electric has ordered the bulbs for the four arms of the light pole. Once they come in he will fix and install the lights.

6. GPS Policy (Resolution)

Mr. Trzcianka presented changes to the resolution last month. We are waiting on the updated resolution

7. CDBG Application

Commissioners sent a letter to the CDBG supporting the grant application with an emphasis on the need to make the war memorial handicap accessible.

8. Memorial Day Parade

Reminder - March letter from the Baden American Legion cordially inviting council to participate in the annual Memorial Day Parade which will be held on Monday, May 27, 2019. Lineup is at 9:15AM and the parade starts at 10:15AM.

9. Water Tank Maintenance Schedule

Engineer is working on the maintenance schedule and what needs to be contracted out.

10. BYA Proposed Structure

Met with the BYA, Ambridge School District and borough solicitor on April 23rd. The BYA has a sponsor who wants to put up an indoor baseball field on the third field of the ball fields. The property is owned by the school so any property agreement would involve the school and the BYA. A new land/lease agreement needs to be written up for the BYA/School and for Baden/School Memorial Park. Once this is completed the borough building inspector would take over the structural codes and zoning issues.

11. Recreation Board Playground Grant

Started the online application. Received the quotes for the equipment and labor and filled out the budget form. Waiting on maps, summary questions, draft of outside support letters from the recreation board.

12. 2018 DEP Water Facility Report

Calculated and completed the annual water report for the DEP. Unaccounted water for 2018 was 4.6%. Leaks are not included for water loss estimates so if they were included water loss percentage would be 1.8%.

13. Baden Properties to Sell

Barlone Appraisals will be doing the assessments on the properties.

Public Works

Pot Holes - Mr. Josapak reported that the asphalt plants opened last week so they got all of the waterline break (street openings) patched.

Roof and adding another Bay to the Pole Building – Mr. Josapak commented that he did not get a response back from any of the companies that he called however he has been told that the cost for one bay would be around \$35,000 to \$40,000. Mr. Trzcianka stated that when he sees the Amish workers he will ask them to stop by and give a price.

Pinney Street Catch Basins

The catch basins on Pinney Street have been repaired.

Large Dump Truck

Mr. Josapak commented that he has no place to store the dump. It was on top of the cinder pile but now has moved it to the lower parking lot of the borough complex. He asked council to make a decision on selling it. He estimated a price of around \$43,000. Discussion took place regarding getting an actual estimate. Mr. Trzcianka was going to check with Municibid to see if they have a service to calculate the value of vehicles.

CEO

Not Present

POLICE

Training Class

Officer Shipley noted that he got bumped out next month's training class in Meadville.

New Vehicle

The new car is in service.

Radios

Officer Shipley commented that they have been in contact with Kevin Joy from the 911 Center. They recommend that any new radios have digital abilities as the county plans to switch over to the digital radios within five years.

.gov email

Officer Shipley asked that each officer have a .gov email address. Council had no problem with this and a motion will be made at the next meeting.

Fire Department

Officer Shipley commended the Fire Department on their response to the fatal car accident on Route 65 on Easter Sunday. He stated that they did a fantastic job working the scene for four and a half hours.

Part Time Officers

Mr. Kotula asked if there were any more applications for part time officer. Mrs. Rakovan noted that only the two applications from last month have been received. Officer Shipley commented that they are losing another officer and the schedule is becoming very difficult to fill.

FIRE CHIEF

Not present

COMMITTEE REPORTS

Finance (John Shelkons – not present)

General Fund Balance \$227,001	Expenses \$111,358
Water Fund Balance \$248,423	Expenses \$92,588

Public Safety

Nothing at this time

Building, Property & Grounds (Ted Kotula)

Nothing at this time

Public Works (Dave Trzcianka)

Nothing at this time

Municipal (Dave Trzcianka)

Nothing at this time

Library (Suzie Furr)

Nothing at this time

Community Relations & Recreation (Dawn Singleton)

Yard Sale – June 8th – The office is taking addresses for the map and they are working on getting advertisements.

Harvest Festival – They changed the time to 10AM to 5PM.

Veteran Banners - Mrs. Singleton stated that they are moving the date of completion for the banners to next year because they want to do them properly and get pricing for double sided banners for residents who want their loved one on both sides of the banner.

Playground Grant - Mrs. Singleton stated that they are working on the grant. Schiller Street playground will have mulch replacing the pea gravel and beveled rubber mats will be put down to prevent the mulch from kicking up. The swing set will also be put up. Virginia Heights playground will have a new playset; the sliding board has to be removed and the merry-go-round may not be put back. They plan to create another playground with the equipment that is being donated by the Sisters of St. Joseph.

Administration & Legislation (Bob Besong)

Mr. Besong asked for an update on the walkway repair.

MAYOR'S REPORT

Nothing to report at this time

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

DCED GRANT

Mr. Shelkons stated that he was in contact with Commissioner Amadio who has sent a letter from the commissioners to the DCED in support of the War Memorial access and Library Step replacement grant application.

COST REVIEW FOR A FULLTIME OFFICER

Mr. Shelkons presented an overview of cost associated with hiring a full time officer. He included costs for vacation, comp time, holidays, sick, personal time, taxes and healthcare costs. These calculations are also based upon no one calling off and every shift being covered. He stated that there will be cost savings with healthcare costs because we will no longer be paying for Spencer's healthcare coverage. He also felt that the money made from the charges for the school officer should assist in offsetting the police costs. With all shifts being covered by a full time officer and no time being taken off there would be no need for a part time officer. Mr. Shelkons felt that hiring another officer was doable.

Mrs. Rakovan took different approach stating that we want to know how much an additional officer would cost the borough. We already know we have three officers so she based her calculations upon how many hours would need to be covered with hiring an additional officer versus staying with only three. Across four years the cost estimate each year would \$31,705, \$35,600, \$40,350, and \$44,350. This does not take into consideration where funds may be found to cover the costs. She also noted that the history of the police wages show on average that between 15% and 18% of police wages are for part timers no matter how many full time officers we have. Additionally she commented that working the 12 hour shifts also helped to lower this percentage for part time officers.

Mr. Stuban asked to speak and he stated that his figures are close to (a bit higher) than the secretaries and Mr. Shelkons are also in the same ballpark except that he looking at taking funds from another part of the revenue to cover the police costs so in the end there is still a shortage in the budget to cover the additional costs.

Discussion took place as to where to cut the budget, where to find funding and if and how much taxes may need to be raised. Additional comments were made to get

Payment in Lieu of Taxes (PILOT) from non-profits, as well as, consolidation of the police department with other police departments.

Mrs. Rakovan commented that years ago we put any reserve revenue into a reserve account. This has not been done in years because council is using this reserve to balance the next year budget because they do not want to raise taxes.

Council agreed to start the civil service process. The test scores are good for two years and this would at least put the borough in the position to hire an officer if it can be agreed to and covered in the budget.

PRESIDENTS REPORT

Nothing to report.

ADJOURNMENT

MOTION by Mr. Besong second by Mrs. Furr, carried unanimously to adjourn the meeting at 8:24PM.

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
May 8th, 2019