

**REGULAR MEETING
BADEN BOROUGH COUNCIL
JUNE 17TH, 2020**

**Due to the COVID-19 Pandemic there were no council meetings on March 18th,
April 8th & 15th, May 13th & 20th and June 10th**

Council President Judith Montell called the Regular 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

President Montell expressed condolences on behalf of Council and Mayor to the family of Fire Fighter Matt Douglass who passed away earlier this week.

ROLL CALL

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

ALSO PRESENT: Solicitor James Amato, Police Chief Christner

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS

- Lesabeth Trzcianka, representative for the Civil Service Board stated that their board has reviewed and approved the updated Civil Service Rules & Regulations with no changes required. She asked that Council make a motion to adopt the updated Civil Service Rules and Regulations.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to adopt the updated Civil Service Rules and Regulations.

- Patsy Borriello from 501 Bryan Avenue addressed council in regards to a letter he received from the solicitor some time in February. He gave a copy of the letter and his response to all of council and mayor. He stated that his letter (answer) explains everything. He made no further comments.

MINUTES

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to approve the minutes of February 12th, 19th and March 11th, 2020.

BILLS TO BE PAID

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

RESOLUTIONS – None

ORDINANCES – None

BIDS - None

CORRESPONDENCE

1. Letter from Donna Michaels requesting a credit for two months (\$200) of her rent as she is not having office hours.

Discussion followed. Mr. Trzcianka stated that he was not in favor of giving the credit. Mr. Kotula felt that she should be given the credit.

MOTION by Mr. Trzcianka, second by Mrs. Singleton to deny the credit of \$200 for Donna Michaels. Mr. Kotula voted no.

ROLL CALL – To give a \$200 rent credit to Donna Michaels

Mrs. Furr	Yes
Mr. Kotula	Yes
Mr. Shelkons	No
Mrs. Singleton	No
Mr. Trzcianka	No
Mrs. Montell	No

Two (2) yes, Four (4) no, Motion not carried.

2. Letter from Bob Weber resigning as Code Enforcement Officer effective May 1, 2020.

MOTION by Mr. Trzcianka, second by Mrs. Singleton, carried unanimously to accept the letter of resignation from Mr. Weber and send a letter thanking him for his service.

MOTION by Mr. Trzcianka, second by Mrs. Singleton, carried unanimously to have the police department handle the vehicle complaints, public works should point out high grass so the secretary and office can send a letter out.

Mrs. Montell stated that this is how we will do it for now and we will see how it goes and revisit this in a few months.

Mrs. Rakovan commented that she sent out 17 letters two weeks ago for high grass and 10 properties complied after receiving the letter. The remaining 7 – three are vacant properties. Mrs. Rakovan did state that if the issue is more involved (i.e. open storage...) she would like to turn it over to the BIU (building inspector) and council agreed.

DEPARTMENT REPORTS

- Secretary

Mrs. Rakovan stated that she did all the water calculations for the DEP reports. The percentage of unaccounted lost water was 4.3%. The stated report does not permit water breaks to be included in this calculation so the percentage is a bit higher around 6.7% however this is still a very good number.

1. USDA Loan

The USDA is working with the engineer to get more detailed project information prior to having Attorney Salopek prepare the paperwork and advertisements for the loan.

2. Trailer Court

No update.

3. Water Tank Maintenance Schedule

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

4. Baden Properties to Sell

Spoke with Carolyn Barone from the appraisal office. We need more information regarding Columbia Gas right of ways. She directed me to try doing a PA One Call to see if that sparks locations and contact information.

5. Speed Humps/Traffic Calming

No Update. Nothing further on this matter. No letters sent. (Dave did you get a chance to speak with the engineer since your neighbor was questioning the location of the humps?)

Wayne Street – Traffic Study was done. It is the recommendation of the engineer to leave the street two way as long as no accidents are documented along the street. If speed humps are put in then it should be made one way.

Virginia Avenue – Contacted the engineer stating that a resident questioned the location of the speed humps. The engineer went back out and remarked the road.

6. Traffic Camera System (County)

No Update. Beaver County District Attorney, Detective Gall and Mayor Gagliardi will proceed with soliciting for funding of the cameras.

7. Paving Project

Paving is complete! Will be paid for out of Liquid Fuels. Total cost is \$142,915.47.

8. Young Lungs at Play FREE Program

Ordinance will need to be advertised again due to not having a meeting for past two months.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to advertise the Young Lungs at Play Ordinance.

9. Radio Service at Class Academy

No Update.

10. Sale of Borough Truck

Advertisement for sale of the truck on Municibid to be done by Dave Trzcianka. Pictures were resent last month.

11. Cell/Tower Regulation

Cohen's attorney is working on this matter.

12. 2019 DEP Water Reports

All DEP reports are completed. The spreadsheet of my calculations is attached.

13. Newsletter

Put on hold due to COVID-19

14. Garbage Contract

Need to advertise the garbage contract for bid. Want to advertise and open the bids in August so that we will have our numbers for next year. Discussion took place regarding fee for a hard copy of the application which previously was \$45. Hazardous waste is an addendum to the application. Changes to the contract would include trash pickup being Tuesday, Wednesday or Thursday and a recycling dumpster for the borough building.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to advertise the garbage contract.

15. Non-Uniform Pension

As noted in the March report the pension auditor noted that the amendments to the pension plan should have been done via Ordinance instead of Resolution. After speaking with our attorney and the pension company they recommended doing a Joinder Agreement like the police has which is easier to follow and update. It will not change anything regarding the actual pension. The union has been given a copy of the joinder sample and they are fine with changing to over to a joinder agreement. We will have to advertise an ordinance to address the change in the plan to a joinder agreement. This is the most cost effective way to get this corrected for the auditor as the attorney will not have to re-write the entire ordinance for 1991 with inputting all the amendments. The joinder agreement was supplied by the pension company.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to advertise the Joinder agreement for the Non-Uniform Pension Plan.

16. Bauman/Wayne Sinkhole/Sewer Line

The manhole has been repaired and slip lining company notified to start when available. (Hope to have more detail of start time/date for meeting)

17. 2019 CCR

The 2019 Water Quality Report (CCR) has been sent to the printer and is being mailed out today, Friday, June 12, 2020.

18. Water Pump Repair

The valves have been replaced (\$15,000) and the pump is currently being repaired. The motor for the pump had to be replaced at a cost of \$1,782. We have \$28,500 budgeted under repairs and maintenance so we should be fine.

19. Concordia Project

Concordia pre-construction meeting will be on June 19th in their parking lot at 10:00AM. They have submitted all of their paperwork for approval.

20. McDonald's

They are asking for an extension of their building permit to 2021. All permits thus far have been paid for already. If there are no changes to the plans then this should not be an issue however, if changes are made and need to be review by BIU then additional costs may occur.

21. School Resource Officer

Chief Christner is to supply information to advertise for the school resource officer.

22. Building Inspector Underwriter Contract

The BIU contract needs renewed. Original contract is from 2012. Only change is increase in the rates that they charge. Borough will still receive 20% of their charges.

MOTION by Mr. Trzcianka, second by Mrs. Singleton, carried unanimously to sign the BIU contact.

23. Buzzer for Office

Now that we have the sneeze shield up in the office area it is hard to hear when people come in and they do not want to touch the bell. Would like to purchase a motion sensor buzzard at a cost to not exceed \$100.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to purchase a buzzard not to exceed \$100.

24. Storm Sewer Sinkhole

The State Street School storm sewer has disconnected from the borough line on Harmony Road. The school has been informed that they are responsible for the repair. Council agreed to assist the school if they need to camera the line since we have the equipment.

OFFICE/ADMINISTRATIVE EXPENSES FOR MAY 2020

Ordered paper towels, garbage bags and disinfectant cleaners. Also purchased two sign stands to post social distancing guidelines in the lobby.

- **Public Works** – Not present
- **Police Chief** – Not present
- **Fire Chief** – Not present

COMMITTEE REPORTS**Finance (John Shelkons)**

- General Fund Balance \$179,286 Expenses \$242,944
- Water Fund Balance \$175,041 Expenses \$180,010
- **Electrical work in the park** – Mr. Shelkons reported that there has been more progress to the electrical work in the park.
- **McDonald's & Cell Tower Permits**

MOTION by Mr. Shelkons, second by Mr. Trzcianka, carried unanimously to extend the permit for McDonald's and the cell tower on Harmony Road to 12/31/2020 with the understanding that any changes made to the plan will have to be review at an additional cost.

- **Name on the Veteran Memorial**

Mr. Shelkons stated that Al DeMailo called and he would like to add his brother's name to the monument. The last name we added was paid for by the borough. Mrs. Montell asked if council would agree to pay for the additional name for council's Flower Fund. Estimated cost is \$250. Al DeMailo made a \$250 donation to the Library.

MOTION by Mr. Shelkons, second by Mr. Trzcianka, carried unanimously to pay for the additional name to the memorial from council's Flower Fund.

- **Radio Service at Prevention Network**

Mr. Shelkons asked for an update on the radio service at the Prevention Network. Mr. Amato stated that the last conversation with Mr. Angus at the Prevention Network was that Mr. Angus was looking for county funds to assist in paying for the radio equipment. With COVID-19 there was not further conversation.

- **Budget**

Mr. Trzcianka addressed his concerns with the budget and affording an additional police officer. He questioned that with surprise sinkholes and other items emergency expenses can we afford a full time officer. Mr. Trzcianka stated that he is not against the hiring, but wants reassurance that we can afford it especially with the changes that may be coming down from the state with the rules and regulations regarding police training. Mr. Shelkons understood Mr. Trzcianka's concerns but he felt that the borough

can budget for a new officer. Mrs. Montell asked Officer Shipley for an overview of required training and updates. Officer Shipley stated that any state changes are covered in the annual updates. Further discussion took place regarding possible increase in cost to the borough for training. Mrs. Singleton thanked Officer Shipley for escorting the Legion on Memorial Day to the various cemeteries, Legion and Library. She also asked about looking into police consolidation. Mrs. Montell commented that it may be two years from now and layoffs may be needed but we can't predict the future and we need a officer. Discussion then took place regarding reassessment of properties in Beaver County and how that would affect the borough property taxes. Officer Shipley stated that he understands that money is an issue but he is concerned about making a better police department.

MOTION by Mr. Kotula, second by Mr. Shelkons, carried unanimously to authorize the Civil Service Board to start the hiring process for a full time police officer and get assistance from Bill Gamble.

Public Safety (Ted Kotula)

- **Wayne Street**

MOTION by Mr. Kotula, second by Mr. Trzcianka, carried unanimously to authorize the solicitor to write the ordinance to make Wayne Street one way (North to South) from Linmore Avenue to Johnson Avenue and to advertise said ordinance.

Letters will be sent to the residents on Wayne Street and the church notifying them that this will be effective on September 1, 2020.

- **Virginia Avenue**

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to send a letter to the residents along Virginia Avenue from Riverview Avenue to Fourth Street. Seventy percent of the residents must approve of it. If they don't respond to the letter they will be considered a yes for the speed humps.

- **Part Time Police**

MOTION by Mr. Kotula, second by Mr. Trzcianka, carried unanimously to ratify the hiring of Eric McPhilomy as a part time police officer.

Building, Property & Grounds (Ted Kotula)

- **Young Lungs at Play**

MOTION by Mr. Kotula, second by Mrs. Singleton, carried unanimously to re-advertise the no smoking ordinance on borough grounds in support of the Young Lungs at Play Program.

- **545 State Street**

MOTION by Mr. Kotula, second by Mr. Trzcianka, carried unanimously to proceed with the demolition of 545 State Street at a cost of \$7,500 and to send the property owner a letter giving a ten day notice of demolition.

- **COVID 19**

Mr. Kotula stated that the Police Chief asked to meet with him and the Mayor to go over safety guidelines for the officer when dealing with public.

Public Works (Dave Trzcianka)

• **Dump Truck**

Mr. Trzcianka stated that the dump truck has been advertised on Municibid. We had to install new batteries at a cost of \$285 and it needs to get inspected. Mr. Trzcianka also stated that the truck needs to be run once a week.

• **Bauman Sinkhole**

MOTION by Mr. Trzcianka, second by Mrs. Singleton, carried unanimously to ratify the costs and repairs associated with the sinkhole/manhole (\$8,000) and storm sewer slip lining (\$33,020).

• **Summer Help**

MOTION by Mr. Trzcianka, second by Mrs. Singleton, to hire two summer help at \$10/hour with the understanding to send the home if there is no work for them. Mr. Kotula voted No.

ROLL CALL – To hire two summer help at \$10 an hour.

Mrs. Furr	Yes
Mr. Kotula	No
Mr. Shelkons	Yes
Mrs. Singleton	Yes
Mr. Trzcianka	Yes
Mrs. Montell	Yes

Five (5) yes, One (1) no – Motion Carried

Mr. Kotula stated that he voted no because he feels that there are too many things that have been requested to get done and it doesn't happen year after year.

• **Curb Box Locator**

MOTION by Mr. Trzcianka, second by Mr. Shelkons, carried unanimously purchase a new curb box line locator, cost not to exceed \$4,000.

• **School Resource Officer**

Mr. Trzcianka commented that if we can't find a part time officer interested to be the school resource officer at Baden Academy then we need to tell one of the schools that we can't do it.

Mrs. Rakovan stated that Chief Christner sent her a text stating that he was attending a meeting at Baden Academy to discuss the school resource officer.

MOTION by Mr. Trzcianka, second by Mr. Shelkons, carried unanimously to authorize the secretary to advertise the school resource officer position when the police chief gives her the advertisement information.

Municipal (Dave Trzcianka)

Court date with the PennDOT contractor is set for September regarding the crushed sanitary sewer under Route 65.

Library (Suzie Furr)

Mrs. Furr had nothing to report. Mrs. Trzcianka gave an overview of what is and is not available to the public at this time due to COVID.

Community Relations & Recreation (Dawn Singleton)

- **Play Ground Update**

The contractor is still working on installation of the playground equipment. When the playgrounds are complete Mrs. Singleton would like to have council and the parks and recreation board present at the playground for pictures with the Beaver County Times.

- **Banners**

Mrs. Singleton stated that the banners continue to be ordered. The second order has not come in yet and she is working on a third order.

- **Harvest Festival**

Mrs. Singleton stated that they are still planning to continue with the festival.

- **Community Yard Sale**

Mrs. Singleton stated that the yard sale is postponed but they do not have a date set at this time. They are looking at late September or early October.

Mrs. Singleton noted that she would like to put information in with the water bills regarding the community events. Mrs. Rakovan stated that we do not have a large area for comments so make the list short. Mr. Trzcianka stated that the recreation board can print and fold the information then the office can stuff them in with the water bills.

Administration & Legislation (Bob Besong)

Not present.

SOLICITOR'S REPORT

Mr. Amato stated now that things are opening back up they will be meeting with the entities to discuss payment in lieu of taxes.

ENGINEER'S REPORT

1. USDA Grant/Loan Application

The updated budget was provided to USDA in early May (removing water meter replacement project). Waiting for approval of new submission so that we can move the loan to closing.

2. Library ADA Access Updates – CDBG Grant

Waiting for the Community Development Program of Beaver County to place the project out to bid. Being told (by Community Development staff) that the hold-up is waiting for PA Historical & Museum Commission to complete their review and paperwork to Community Development.

3. Water System - Uninterrupted System Service Plan (USSP)

We are working to prepare the USSP and certification (due in August).

4. Annual Consumer Confidence Report (CCR)

A draft of the 2019 CCR was prepared and submitted to the Borough for review.

5. Bauman Avenue Storm Sewer

Assisted with the Bauman Avenue sinkhole. Insight Pipe plans to install the liner on June 29.

6. 2019 Paving Project

We are working to close out the project with El Grande

MAYOR'S REPORT

Not present.

Officer Shipley stated that there were 760 calls from March 1st to May 31st. Officer Shipley stated that he has been very busy with drugs. His last shift had 3 overdoses.

- **Eviction Notices**

Officer Shipley stated that the eviction process is back on. Officer Korol just signed 25 evictions.

PRESIDENTS REPORT

Nothing to report

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

Mrs. Rakovan noted that the boom mower rental will be here the second or third week of July.

Mrs. Rakovan stated that the DCED and DEP contacted her about placing spotted lantern fly traps within the borough. They will be strapped around a certain tree. Locations will include Tevebaugh ball field, State Street behind the ball fields and the borough complex.

Mr. Kotula went over the Fire Chiefs Report as noted below.

26 Incidents for March, April and May.

Final Report submitted to state, to close out our 2019 State Fire Commission Grant. Station Exhaust System Installation is complete; Funding received from FEMA and bill has been paid.

Annual Harley Raffle is underway; ticket sales are going good even with the current events of COVID-19

Annual Sporting Clay Shoot Fundraiser next month at the Rochester Sportsman's Club.

Due to the events over the past few months the departments in the school district stop holding our large group trainings due to the high number of members participating; all departments are very excited to get back to these trainings as we continue the common goal of training and working together. However we will still hold off another month or two to start back up. All departments are still holding in house training both in person in small groups and online.

Recent grant applications:

FEMA authorized a COVID-19 Grant program for funding towards Personal Protective Equipment such as gowns, face shields, masks, gloves to protect first responders during incidents that involve potential or confirmed cases of COVID-19. We have submitted a grant application for a little under \$3,000 to purchase these items. The State recently authorized funding for a second grant program this year similar to our yearly State Fire Commission Grant. Details are being finalized with PEMA and the State Fire Commission. Early speculation is departments will receive about the same amount as they did on the 2019 Grant Program which will possibly be around \$14,000 for Baden VFD.

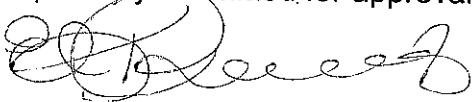
Resident Mr. Stuban asked council about looking into police consolidation again.

MOTION by Mr. Trzcianka, second by Mrs. Furr, carried unanimously to send letters to some of the surrounding municipalities to see if they are interested in discussing police consolidation.

ADJOURNMENT

MOTION by Mr. Trzcianka, second by Mrs. Furr, carried unanimously to adjourn the meeting at 7:46 PM.

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
July 15, 2020