

**PRE-MEETING
BADEN BOROUGH COUNCIL
APRIL 12TH, 2023**

Council President Dave Trzcianka called the Pre-Meeting of Council to order at 6:00 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. Bosh, Mr. Jones, Mr. Shelkons, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

NOT PRESENT: Mr. Miller

ALSO PRESENT: Mayor Montell, CEO and Fire Chief Dennis Baker Jr., Public Works OIC Tom Cordell

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS – None

DEPARTMENT REPORTS

Manager

1. **Theater**
No update.
2. **Water Ordinance Update**
No update.
3. **SPC Regional Traffic Signal Grant**
No update.
4. **Beaver County ARPA Municipal Infrastructure Grants**
We received a letter on February 21, 2023 from the county stating that the \$204,000 ARPA funding must be spent by December 31, 2024. This money carries with it, a 20% contribution by the borough. NO UPDATE
5. **Prevention Network / Class Academy**
Payment has been received in full.
6. **Harmony Road Property**
The county updated the borough cost to a lower amount. Need to get the school district to sign off on the form.
7. **Ethic Forms**
REMINDER: Forms were placed in mailboxes please return them to me by May 1st.
8. **Beaver Valley Regional Police Department**
Mr. Stuban will give updates.
9. **H2O Grant**
No updates
10. **T-Mobile**

Emails and documentation from previous T-Mobile representatives have been sent to the solicitor.
NO UPDATE.

11. Part Time Clerk

Over 20 applications have been received. Setting up interviews for 20 Applications have been received. Went through them and have narrowed the candidates down to 6. Interview will be set up for Monday/Tuesday.

12. Library Door Lock

The lock on the door broke. Locksmith was called. It was just a few loose screws that needed to be tighten.

13. Meeting Room Chairs

No Update

14. AWT Easement

The Anthony Wayne Terrace (AWT) Easement for replacing the fire hydrant that is on the AWT right of way was written by the solicitor and approved by the engineer. Motion needed to sign the easement. This is a part the USDA Loan Project.

MOTION by Mr. Stuban, second by Mrs. Singleton, carried unanimously to sign the AWT easement.

15. Property Damage

A tree fell on in the back of the borough building damaging the fence around the generator. At this time the generator does not seem to be damaged. A claim was filed with the insurance company. The cost for the fence is \$2,085 and the tree cost is \$12,500.

16. Bauman/Camilla Waterline Repair

The extent of the waterline was too involved for public works to do. The emergency repair was done by Lang Contracting. The cost was \$9,905.30.

17. Up & Running Computers

Copies of the bills were given to Mr. Bosh for review and input.

18. Workers Comp Claim

One employee feel in the borough office and broke their kneecap. No loss of work time, only medical expenses are falling under workers comp insurance.

Public Works

Operator In Charge, Tom Cordell went over the public works report.

Written Report –

3/6/23 - 3/12/23

- Pumps and one calls
- Water samples
- Install Grant St water line for new house
- Raise Grant St manhole
- Quarterly water shut offs
- Jet Steele St manholes-backed up
- Camera Steele St sanitary
- Meet with engineers about MS4's

3/13/23-3/19/23

- Pumps and one calls
- Replace No Parking signs on Berry St
- Touch up paint and drywall in community room
- Shovel sidewalks
- Camera Grant St for collapsed pipe
- Make tops for parking lot lights
- Put on tops for parking lot lights
- Maintenance backhoe
- Water turn on's
- Organize pole barn
- MS4 survey

2/20/23-3/26/23

- Pumps and one calls
- Water samples
- Begin reading quarterly meters
- Repair service line hit by Miller pipeline on Phillips st
- Meet with Tony about MS4's
- Pickup bricks from cleaned out catch basins
- Replace Anderson Candy meter
- Clean gutters on Tevebaugh Rd from thunderstorm

3/27/23-4/2/23

- Pumps and one calls
- Cold patch streets
- Continue spreadsheet for lead line survey
- Water samples
- Re-read water call backs
- Replace meters in Heritage Valley
- Replace stop sign/do not enter going to route 65
- Clean up Harmony Rd mud
- Baden plaza meters
- Count meters that need changed over buttons (440)
- Water break Camilla St and Bauman

Upcoming:

Advertise for summer help (2)

Street sweeping

Graveling alley's

Begin rebuilding catch basins

Notes:

Approximately 440 meters need changed over to be capable of radio reads

Water Lines

Mr. Stuban asked about the Bauman Avenue waterline break asked about the seals around the pipe joints. Mr. Cordell noted some of them were lead seals and they were removed. Mr. Cordell also commented that there are most likely additional lead seals within this area. This will need to be a complete waterline replacement (Bauman Avenue). This repair required an emergency contractor. Mr. Stuban asked that we get a list of contractors to have for emergency waterline repairs.

Mr. Stuban discussed marking of water, sewer lines for PA One Calls. He also stated that after the recent storms and fallen trees he would like Public Works to get a list of trees on borough property that may be a safety issue.

Storm Sewer Repairs

Mr. Stuban addressed the storm sewer repairs. The engineer gave estimated costs last month of \$328,000 for storm sewers in the PennDot right of ways. Estimated cost of storm sewers in the Borough is \$356,000. This is too expensive. The engineer and public works revisited the storm sewer list and they brought the list down to 6 or eight sewers that require an outside contractor to repair/replace. Discussion followed. Mr. Stuban announced the West View Water received their grant funding to pave Tevebaugh Road. West View Water hopes to start the project in August. Mr. Cordell stated that the main concern are the storm sewers inlets. Mr. Stuban commented that once Tevebaugh is paved we may need to meet with PennDot regarding making no Left Turn from Tevebaugh to Route 65.

Backhoe

The Backhoe has been ordered. Mr. Stuban asked what are we going to do with the old one. Mr. Trzcianka stated that it will be put on Municibid to see what we could get for it.

MS4 Authority

Mr. Stuban addressed the MS4 (Storm Water Management) unfunded federal government mandate that requires the restriction of chemicals, debris and any contaminated drainage going into the storm sewers, waterways, creeks, and rivers. Baden Borough was exempt the MS4 for some time but not for long. To keep up with the federal mandates it is recommended that a MS4 (Storm Water) Authority be created to set fees and fund the repair and maintenance of the storm sewers. By creating the authority all non-profits would be also have to pay the fees set up by the authority.

Lead Water Lines

Mr. Stuban also addressed another federal government mandate requiring the identification and replacement of lead water lines, including the lateral lines to homes and businesses. Identifying each line must be done by October of next year. There is no funding to assist with identifying the lines which requires 3 confirmations of what the line is made of (copper, PVC, galvanized, lead...). Mr. Stuban would like to have the identification done by December of this year so that we will be able to move forward with funding when available. This may/will put a financial burden on the residents because they will be responsible for their own water line.

Grass Cutting

Mr. Stuban stated that with everything that needs to get done, (line painting, waterline identification, storm sewer repairs...) it is time to start cutting grass. Discussion took place regarding getting an outside contractor to cut the grass. This initial estimate from one contractor was too expensive. It was determined to get additional pricing and advertise for summer help.

Employee Evaluation

Mr. Stuban stated that he did speak with the foreman and the new hire is doing a good job.

Route 65

The Borough Manager was asked to contract PennDot regarding putting up a sign, No U-Turn at the crossover (southbound) by Pinney Street. Barrier so people can't make right onto Schiller Street.

Fire Chief

Incidents / Training:

26 Incidents (March)

94 Incidents (Year to Date)

145 Training Hours / 15 firefighters (March)

3 Firefighters will be taking the National Pro-Board Firefighter 1 Test in the upcoming weeks.

Apparatus:

The new Pickup truck is at Keystone Fire Apparatus getting up fitting completed. The ladder truck will be getting its annual aerial testing completed in May. Should I also schedule to borough bucket truck for testing?

Grants:

2021 FEMA AFG Grant, Initial order was placed for SCBA, with an expected arrival date of April, which has been changed to May.

2021 FEMA SAFER Grant, awarded in the amount of \$109,020 for Recruitment and Retention. Marketing for the Recruitment of firefighters has begun. Asking for the council's approval for the FD to install two 4x4 recruitment signs, one at each end of town on the Borough property.

The 2022 State Fire Commission Grant Application has been approved; the award amount is \$15,000. All equipment under this grant award has been purchased.

The 2022 FEMA AGF application has been submitted in the amount of \$44,552.00, the purpose of this grant is to upgrade rescue equipment. The application review process is underway by FEMA

Consolidation Study Baden / Harmony:

Still waiting to receive the report.

General:

May 6, 2023, we will be hosting a community event that will include an open house, community CPR classes offered throughout the day, and fire safety and rescue demonstrations. We will have a few food trucks, which may also include Police, EMS, and ESU. We ask that the council encourage borough employees to register for the training classes being offered, at a minimum the CPR/AED. Our facilities have AEDs provided by the borough and the employees should be trained to use them.

Asked that council cover the repairs to the fire department sign at top of the driveway under building and grounds. The one post has completely rotted through.

CEO

24 Code Issues have been addressed (Year to Date)

15 of those have been abated

9 are still in progress

1 Citation

1010 4th Street. Next of Kin addresses were provided to the magistrate (no update)

533 Ehman. Reinspection completed on 2/28/23 (no update)

851 Schiller - Some efforts have been made, but the owner still has work to do. Recent hearing, the magistrate provided the owner with 2 options. Accept a fine on the current citation for not completing all the work with the understanding that the rest of the work needs to be completed and additional citations may be issued., or continue hearing for another 30 days with the possibility of a much higher fine. The property owner agreed to the first option.

755 Schiller. Mortgage Company PA Housing Finance Agency, has Safeguard Properties taking care of securing and preservation of the property. (no current updates)

255 State Street - Property is in foreclosure, have been in contact with the foreclosure company. Issues will be addressed, once personal belongings are removed from the property.

423 Moore Ave - Complaint filled with DEP regarding the property's condition. An Exterior inspection was completed on 2/16/23 also spoke with the complainant. A letter was sent to the property owner on 2/16/23 and also sent to DEP so they are aware it is being addressed. (No response to a letter from the property owner, will be issuing a citation.

298 Prospect Street. Complaints regarding inhabitable living conditions, and attempts being made to contact the property owner. Code and PD visited the property last week in an effort to speak with the owner. They will not answer the door.

2023 Amusement Tax Letters have been sent out

1016 Phillips - Spoke with the insurance company, they are still in the process of approval for the rehabilitation of the property. (fire occurred last November)
This area has feral cat issues as well that some borough residents are trying to help eliminate.

We have cat issues in more than one area of the community. I am asking the council to make a serious consideration that the borough agrees to the yearly contract provided by the Beaver County Humane Society so we can use them as a resource to eliminate these issues. It's not fair to our residents to have to deal with these issues and spend out-of-pocket money to try and correct the issues.

Inspection Program, Submitted Draft Ordinance to Manager for Solicitor and Council review. The solicitor contacted me with a few general questions and stated he saw no issues and it looked good.

I am asking the council to consider authorizing more hours for code enforcement, this will aid in the administrative work for the inspection program.

Police

Nothing at this time.

COMMITTEE REPORTS

Finance (John Shelkons)

General Fund Balance	\$165,061	Expenses \$107,618
Water Fund Balance	\$245,608	Expenses \$47,725

Class Academy – We received payment in full from Class Academy for 2022 SRO Services.

Public Works, Sanitation & Municipal Authority (John Jones)

Nothing to Report

Technology, Social Media, Library & Community Relations (Joe Bosh)

Library – The board meeting was cancelled due to lack of quorum. National Library Week is April 23rd to 29th. This week will be fine free. They of \$423 dollars left from a grant for technology. The library purchased solar eclipse glasses for the eclipse that will take place on October 14 which is also the day of the Harvest Festival. April 15th the Pittsburgh Food Bank will be giving out free produce. Lock on the front door has been fixed. Discussion took place regarding banding individuals from the library due to inappropriate behavior.

Technology – Mr. Bosh is looking over the invoices from Up and Running Computer.

Website – Course Vector is the company that hosts the website. Mr. Bosh is working with them to design the new website. Course Vector has informed him that the new website must be up and running by April 20th.

Newsletter – This is the next priority. Mr. Stuban stated that he would like to include information on the MS4, police consolidation, new employees, retired employees.... Mr. Bosh will be putting a meeting together within the next week.

Administration & Legislation (Doug Miller)

Not Present

General Government, Building Property/Grounds, Parks & Rec (Dawn Singleton)

Easter Egg Hunt was on March 25th. There were about 50 kids.

Yard Sale will be June 10th.

Applications for the Harvest Festival will be going out soon.

Mrs. Singleton went to the Lions Club meeting to discuss what Parks and Recreation does for the community. The Lions Club offered to help with any events for the community.

Public Safety (Michael Stuban)

851 Schiller Street – Second hearing with the magistrate, homeowner was fined and the property still needs to be cleaned up. As for vehicles on the street, the police need to address this matter.

Part Time Police Officer – Mr. Stuban stated that there is an application for a part time police officer. Council had no issue with hiring once a background check and credential verification have been done. Discussion followed including Civil Service Rules for hiring of part time officers.

Police Regionalization – Mr. Stuban stated that they will be up and running on June 4th. Baden will be a substation with a one year lease. The fee will be \$100 per month. Comp time for the police officers, beyond 5 days will need to be paid by the borough. The same will be done with sick time and personal time. The first payment for the borough will be in May. Rochester Township is very interested in joining the regional police. The regional police will not fall under Civil Service. Officer Shipley asked that the borough pay for new regional police uniforms. Council felt that their uniform allowance should be used for this purchase.

Baden Academy School Resource Officer – Baden Academy spoke with Officer Shipley regarding an SRO. Shipley explained that they can't find officers because of the pay rate. Baden Academy agreed to pay \$60/hour so that Baden may get part time officers at \$30 an to fill the SRO position. The academy agreed to the new rate for the remainder of this school year.

Fire Inspection Ordinance – Mr. Stuban stated that council was given the opportunity to review the ordinance. Details regarding what falls under commercial business, including inspection of vacant buildings, number of units for apartments to be inspected, appeals board, hours of work and wages for the CEO were also discussed. Mr. Baker was asked to supply a list of the number of buildings that will need to be inspected and how long will it take to inspect each one.

Efficiency Expert – Mr. Stuban asked the Manager to not forget about the assessment expert for public works and office.

Tax Assessments – Residents have received their initial tax assessments. We are waiting on the county to supply the assessment values.

Part Time Office Staff – One of the applicants is currently a grant writer and he would like to see if this person was interested in writing grant for the borough (as well as the regional police).

MAYOR'S REPORT

Mayor Montell asked council to let her know if they plan to participate in the Memorial Day Parade.

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

Mr. Bosh asked about animal control for cats. Mr. Baker addressed vacant properties being infested with cats and people feeding them. The agreement with the Human Society requires the borough to pay for neutering of cats.

Discussion took place regarding the borough purchasing the pickup truck from the fire department.

PRESIDENTS REPORT

Mr. Trzcianka asked council members to RSVP to the appreciation dinner.

ADJOURNMENT

MOTION by Mrs. Singleton, second by Mr. Stuban, carried unanimously to adjourn the meeting at 8:20 PM.

Respectfully submitted for approval,

Elaine K. Rakovan
Borough Secretary
May 17, 2023