

**PRE-MEETING  
BADEN BOROUGH COUNCIL  
DECEMBER 6<sup>TH</sup> , 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, Jones, Mr. Miller, Mr. Shelkons, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

**NOT PRESENT:** Mayor Montell

**ALSO PRESENT:**

**ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES**

**AGENDA (Changes and/or Deletions)**

**VISITORS – None**

**DEPARTMENT REPORTS**

**Manager**

1. **PennVest**  
Up front bank loan amount for the PennVest loan/grant is \$380,000. First National came in at 5.49% fixed rate and WesBanco 5.80% fixed rate. Both are for 60 months.
2. **PennDOT – Engine Retarder Restriction**  
PennDOT will conduct an Engine Retarder Restriction Engineering and Traffic Study. The study will be done within the next 10 weeks.
3. **Ordinance for Non-Uniform Joinder Agreement**  
Advertised for adoption
4. **Ordinance Baden Police Regionalization creating the Beaver Valley Regional Police**  
Advertised for adoption
5. **Ordinance – 2024 Tax Rate**  
Advertised with a millage rate of 5.0 mills
6. **Budget**  
Advertised for a 10 day public review
7. **Resolution**  
Adopting Guidelines for the Beaver Valley Regional Police Officers when making warrantless summary arrest. (Prepared by our solicitor)
8. **Caselaw Changing Sunshine Act Related to Amending the Agenda**  
Solicitor has supplied a copy of the caselaw for council for council to read.
9. **Public Meeting Rules and Regulations**  
Prepared by our solicitor and follows the new updates to the sunshine law.

**10. Street Light Request**

Residents at the dead end of Camilla are requesting a street light for safety reasons stating there have cars broken into and an attempted house break-in. There are no names or signatures on the letter.

**11. Meeting on December 19<sup>th</sup> at 11:30 AM**

Due to the advertisement guidelines of our ordinances and budget review a meeting has been scheduled for December 19<sup>th</sup> at 11:30 AM to take action upon the ordinances and budget as discussed at the December 6<sup>th</sup> and December 13<sup>th</sup> meeting.

**12. 2024 Reorganization Meeting**

The Baden Borough Council reorganization meeting will be held on Tuesday, January 2, 2024. The meeting will start after the swearing in of the newly elected officials. Reached out to Judge Korol for his available time.

**13. Wall – Corner of Lincoln Avenue and Phillips Street**

Magistrate fined the property owner \$300 for not getting a zoning permit. They submitted paperwork for a zoning hearing for a variance, but this can't be done until the zoning permit documents are submitted. There is also an issue with having a zoning hearing for a variance because the variance is in a PennDOT right of way. Attorney has been contacted, waiting for call back.

**14. Utility Billing Ordinance Update**

Started to write a new ordinance for the water and garbage billing. Once completed the municipal authority will need to amend (write) their sewage billing ordinance. No Update.

**15. 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. With our waterline and storm sewer projects underway we will submit for county funding by yearend. No update.

**16. Property Encroachment Letters**

Before we send out any letters, all of the property lines need to be marked. Asked Widmer to place more markers on the individual properties. Need to follow-up with the engineer. No update.

**17. 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. No update

**18. SPC Regional Traffic Signal Grant**

Traffic signal have been installed. No information on completion of the project.

**19. Theater**

No update

**20. H2O Grant**

No update

**21. T-Mobile**

Emails and documentation from previous T-Mobile representatives have been sent to the solicitor.

No update

## **Public Works – written report**

### **11/1/23 - 11/5/23**

- Pumps and one calls
- Chipping jobs
- Run water line hose for daycare on Virginia
- Repair valve on North Ave for daycare
- 6<sup>th</sup> St. curb box repair
- Raise catch basins on Tevebaugh

### **11/6/23 - 11/12/23**

- Pumps and one calls
- Water samples
- Lead line inventory
- Set up for election day
- Take wood chips to be recycled
- Catch basins Tevebaugh
- Put up flags for Veteran's Day
- Water tie in on north Ave
- Add rip rap on schiller St Ext
- Water work orders
- Winterize mowers
- Clean gutter line Tevebaugh

### **11/13/23 - 11/19/23**

- Pumps and one calls
- Take down flags and banners
- Begin putting up Christmas decorations
- 3<sup>rd</sup> St. storm line location
- Put away mowers and weed wackers

### **11/20/23 - 11/30/23**

- Pumps and one calls
- Water samples
- Sweep streets
- Locate North Ave curb boxes for water line project
- Rose St water break
- Clean up from Rose St Water break
- Put on 250 spreader
- Organize garage
- Lead line inventory
- Put plow on 4500
- Put up bells
- Put up sleigh on park

#### **Notes:**

Steffanik has completed West State Street water line replacement. They have patched the road and sidewalk. Punk's ice cream needs their parking lot fixed as it was damaged during construction.

Tevebaugh and Schiller St. have been paved and restored. Signage (MPH, stop signs, weight limit) will need to be put up along the road.

Mr. Stuban asked if any of the signs were ordered. Mrs. Rakovan will followup with the foreman.

Christmas decorations have been put up and were working when being installed. On Friday afternoon, the public works department tested them again before light up night

and only a few strands were working. An electrician was called to look at them and replaced a contact in the panel which fixed the problem. He recommends upgrading the current lighting system as it is getting old and deteriorated.

A resident on 3<sup>rd</sup> St. would like to put a building on his property but there is a storm line running through the proposed plans. This has been brought to the attention of the building inspector.

There was a water break on Rose St which required the removal of a fire hydrant because there was not enough pipe to replace the hydrant in its current position without a major overhaul of the waterline. It will need to be moved to the neighboring yard.

JRC contracting will begin installing new waterlines from West State, up North Ave and around Collins and Franklin December 11.

## **FIRE CHIEF**

Not Present – No Report

## **CODE ENFORCEMENT**

Not Present - No Report

## **COMMITTEE REPORTS**

### **Finance (John Shelkons)**

General Fund Balance \$116,183                      Expenses \$211,519

Water Fund Balance \$126,621                      Expenses \$216,487

### **Public Works, Sanitation & Municipal Authority (John Jones)**

Mr. Jones addressed water certification of the public works foreman.

Mrs. Rakovan noted that there will be two changes orders for the storm sewer projects for next week approval.

Mr. Stuban made a comment about waterline breaks being repaired by outside contracts. Mr. Trzcianka noted that one of the breaks was too deep for the borough to handle. Mr. Stuban commented that in the future we may need to look at selling/out sourcing the waterline system. Mr. Trzcianka commented that outside contractors have been brought in before. Mr. Bosh asked if this could be a staffing (manpower) issue. Mr. Stuban agreed about staffing because the public works department is putting up banners, Christmas lights, fence needs repaired... and a few years ago a state study was done on the public works department and it did say we were understaffed. Mr. Trzcianka stated that the borough had unusual amount of water breaks this year.

Mr. Trzcianka asked about a cost listing of waterline repairs this year vs. prior years. Elaine Rakovan will prepare a report.

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

Library meeting will be next week.

Mr. Bosh explained an issue with the Wifi connection for the community room. He stated that it needs to be looked at. He reached out to MGSoft to check on Wifi and security of the system.

Mr. Bosh gave an overview of Onsolve an emergency communication system. The cost is approximately \$3,000 per year. He felt that it met our needs for emergency communication. Mr. Bosh has some additional questions regarding the costs that he will address with Onsolve. He will also get another estimate from another company just to have a comparison of service and cost. Mr. Trzcianka asked about possible grants to help offset the costs.

**Administration & Legislation (Doug Miller)**

Nothing to report

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

Mrs. Singleton stated that light up night was canceled due to vendors not being able to attend. There also was an issue with the lights on State Street not working. An electrician was contacted to fix. She also asked Rodney Keenan to get a price for revamping all the Christmas light wiring.

Santa on the Fire Truck will be on December 15<sup>th</sup>.

**Public Safety (Michael Stuban)**

**Budget**

Mr. Stuban asked if everyone is ok with the budget. Mr. Trzcianka asked about grant funding that the fire department got the stipend program and if the borough could bank that money. Other council members were not aware of a grant being awarded and firefighter / councilman John Johnes said that they did not get a grant.

Mr. Bosh asked about a to date budget. Due to Elaine Rakovan being off for surgery she will have an updated budgeted for next week's meeting.

Mr. Shelkons asked about the tax millage. Elaine Rakovan stated that tax rate is 0.36 mills higher than the county reassessment amount. 5 mills is what was advertised for the 2024 tax rate.

Mr. Stuban stated that the worst case scenario for the PennVest water loan is a \$10/mo. rate increase for each customer. Discussion took place regarding the foreman adding to list of what waterlines need to be replaced, looped or fixed. Once the PennVest Loan is submitted and awarded we can accept all or part of the loan and hopefully we will qualify for grant funding.

**MAYOR'S REPORT**

Not Present

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

**PRESIDENTS REPORT**

Nothing to report

**ADJOURNMENT**

**MOTION** by Mr. Jones, second by Mr. Bosh, carried unanimously to adjourn the meeting at 6:40 PM.

Respectfully submitted for approval,

Elaine K. Rakovan  
Borough Secretary