

# **PRE-MEETING BADEN BOROUGH COUNCIL FEBRUARY 12, 2025**

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:** Joe Bosh, Becky Gallagher, Doug Miller, John Shelkons, Dawn Singleton, Michael Stuban and Dave Trzcianka

**NOT PRESENT:** Mayor Judi Montell

**ALSO PRESENT:** Foreman Rodney Keenan, CEO and Fire Chief Dennis Baker

## **ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES**

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

## **VISITORS**

No Visitors

## **DEPARTMENT REPORTS**

### **Manager**

#### **1. PennVest / Paving Project Loans**

We are ready for submission with the next round of PennVest Project approvals. The approval of the Conservation District kept us from being submitted in January. Public works employees, Tom Cordell and Joel Chalupiak, and the manager met with the engineer to go over the drawings for the PennVest project. Questions were answered and recommended changes were made.

#### **2. Keyless Entry and Cameras**

No update at this time. On the "To Do List". January and February are busy with DEP, DCED, Water.... Reports.

#### **3. Wall – Corner of Lincoln Avenue and Phillips Street**

Our solicitor reached out last week, via email, to the owner's solicitor for an update.

#### **4. Back door to Stairwell**

The door is warped and cold air is coming into the building. Public works did their best to insulate the openings, but the door needs to be replaced.

#### **5. Resignation Letter from EMC, Matthew Loftus**

Due to his expanding professional commitments, he is unable to serve as the EMC.

#### **6. Flower Fund Memorial Donation to the Library**

A Memorial Donation of \$100 each was given to the library from the Council/Mayor Flower fund for Mayor Samuel Gagliardi, Library employee Jason Roberts and Jennine (Amato) DeGori.

**7. T-Mobile**

January letter received from T-Mobile regarding maintenance to the Harmony Tank communications facility over the next 12 months. This all falls under their Site Agreement from 1996.

**8. Parks & Recreation Bank Account Funds**

How does Council wish to handle the Parks & Recreation Bank Funds?  
(approximately \$6,000)

Michael Stuban stated that the library would like a letter from the borough stating that the library will handle the extra activities that the recreation board use to do and the checking account will be kept separately. The manager, Elaine Rakovan was directed to contact the library treasurer, Pan Seanez for details regarding what is needed to be included in the letter. Michael commented that a motion should be made to amend the budget to recategorize the money budget under recreation to library events.

John Shelkons asked about the park/gazebo and the playgrounds. Michael Stuban commented that the library will only take over the activities. The maintenance of the park and playgrounds has mainly been done by public works and it will continue this way. Comment was made about the expense for new playground mulch. Discussion followed. Estimate for the mulch will need to be taken into consideration.

**9. Quigley Catholic High School**

January letter from the Diocese of Pittsburgh informing Baden that Quigley Catholic High School Inc. has begun voluntary dissolution proceedings.

**10. 2024 Audit**

Auditor has picked up all of the financials for completion of the 2024 audit.

**11. Mechanical Device Tax**

Letter was given to CEO with Ordinance copies to collect the Mechanical Device Tax for 2024.

**12. FCC Rado License Renewal**

Renewed Baden's Radio License. It is good for another 10 years.

**13. SAM Number**

Renewed Baden's SAM (Government's System for Award Management). This is done annually.

**14. Grant Avenue**

Paving of the end of Grant Avenue. A copy of the letter was given to council at last month's meeting to discuss at work session.

**15. Reports submitted in January**

- Liquid Fuels Report
- Costar Salt Request to be included in the bidding process
- 4<sup>th</sup> Quarter UC Report and Payment
- DCED Tax Information Report
- DCED Elected Official Report
- 1099 Misc
- 4<sup>th</sup> Quarter UCC Report and Payment
- DCED Survey of Financials Statement
- Purta Report
- DEP Water Reports (working on... will be completed this month)
- Recycling Report (will be turned in this week)

**16. State Ethic Commission Statement of Financial Interest for 2024**

Included in councils' packet is a State Ethics Form. Please return to the Borough Manager by May 1<sup>st</sup>.

### **17. Street Opening Ordinance**

In July of last year, a copy of a Street Opening Ordinance was given to council for review, revision and consideration. With the current and planned street paving, updates are needed. (Another copy is in Councils packet)

Short discussion followed. Joe Bosh stated that he will help and make sure we move forward with the Street Opening Ordinance.

### **18. Southern Corrosion Tank Maintenance Proposal**

Tom Cordell, the engineer and manager met with Southern Corrosion to go over their proposal which is attached for council review. The proposal covers both Kellinger Tanks and the newer Prospect Tank. Harmony is a glass lined tank specific to the manufacturer. The old Prospect Tank has a fiberglass roof that is crumbling, broken vent and not safe. Three tanks would cost approximately \$42,000 per year for ten years. This amount will be less if we sign the contract with three months of the proposal date.

Discussion followed including the need for two water tanks on Prospect Street. Council will review the proposal for consideration to regular meeting.

Manager, Elaine Rakovan stated that she has reached out to the USDA and asked if the remaining \$200,000 balance from the USDA funding may be used for the Harmony Tank repairs. The engineer is going to prepare a request (build a case) for the funds.

### **19. Newsletter**

Articles are being gathered for the newsletter. So far we have information from the Lions Club, Baden America Legion and Woman's Club. The library has been asked to submit information. The manager will be working on what projects were done and where our money went article as well as making sure we cover newsletter information to comply with DEP and Recycling for grant funding.

## **Public Works – Written Report**

### **1/1/25-1/5/24**

- Pumps and one calls
- Salt and cinder roads
- Take down sleigh from park

### **1/6/25-1/12/25**

- Pumps and one calls
- Salt and cinder roads
- Water samples
- Clear sidewalks and alleys
- Lead line inventory
- Bauman water break
- Clean up from water break

### **1/13/25-1/19/25**

- Pumps and one calls
- Repair F-250 plow
- Clean trucks
- Salt and cinder roads
- Fix Harmony Tank sensor
- Moore water break
- Neely water break

## **1/20/25-1//25**

- Pumps and one calls
- Water samples
- Union water break
- PFA water testing
- Jet Circle St from backed up sewer
- Jet union sewer from water break

## **1/26/25-1/31/25**

- Pumps and one calls
- Prospect water break
- Water samples
- Lead line inventory
- Maintenance sewer jetter
- Work orders

### Notes:

Red Chevy pick-up truck is no longer in running condition and a replacement truck is needed.

We have had 5 water breaks in January. We had 11 in total last year.

Southern corrosion has submitted a quote for tank maintenance. Valve replacements and water pit maintenance will need to be looked into before any interior tank maintenance can be done. The assumption is valves have not been exercised since the last tank maintenance in 2000.

### February 2025 Truck Fleet:

#### 1991 Ford Super Duty-Bucket Truck

- 34 years old
- 140,302 miles

#### 2009 GMC 4500

- 16 years old
- 28,090 miles
- Duramax Diesel

#### 2013 Ford F-550

- 12 years old
- 37,517 miles
- Diesel

#### 2015 Ford F-550

- 10 years old
- 59,371 miles
- Gas

#### 2019 Ford F-250

- 6 years old
- 27,075 miles
- Gas

## **Truck**

Discussion took place regarding purchasing a new truck to replace the 2005 Chevy Silverado 2500 that died.

President, Dave Trzcianka addressed housing everything that is needed for repairs being stored in the utility bed of the truck. With the extra weight he recommended a 1 ton truck.

Questions were asked by council regarding the need for a 1 ton truck. Rodney Keenan stated that his concern was to save money, but would welcome the stronger truck with utility bed. The cost difference was a few thousand dollars. Elaine Rakovan stated that the cost would be divided between the general and water fund. She explained that the first year payment would come from the equipment fund. Discussion took place regarding the truck being used for municipal authority use. Rodney Keenan stated that current plow may be put on the new truck. Elaine Rakovan will get pricing for getting Baden Borough put on the doors of the truck. Joe Bosh stated that he wanted to make sure we get what is needed and not unnecessarily over spend.

### **Street Sweeping**

Michael Stuban asked about street sweeping being done monthly giving examples that the certain sections of town being on the first Monday of each month and other parts of town on other days. Rodney Keenan explained that it takes weeks to complete the town working 8 hours per day with our small street sweeper. During the fall (with leaves) it could take a full month.

### **FIRE CHIEF – Written Report**

#### **Incidents / Training:**

34 Incidents for January  
48 Incident Year-to-Date

Renewal Application Submitted for Participating Department Recognition Program Status with the PA State Fire Commission Office

The voluntary Rescue Service Recognition (VRSR) Recertification process was completed by the PA Department of Health, and all paperwork was sent to the Office of State Fire Commission to be finalized.

All vehicle registrations have been renewed.

Received \$16,322.02 in grant funding through the PA State Fire Commission.

Would like to initiate a discussion on Apparatus replacement.

Chief Baker presented the age and the fire trucks and the need for purchasing a new truck. This including consolidating the ariel and engine into one truck. The cost to replace an engine similar to our current vehicle will be over \$1.1M. The ladder truck would be \$2.5M to replace. A single axel ariel would be between \$1.6M to \$1.8M. He state consolidation of departments in the future would bring consolidation of apparatus. A new truck would take from 16 months to 2.5 years for a fire truck to be built. The appraisal value of the ariel is between \$350,000 and \$400,000. The appraisal value of the ladder truck is between \$90,000 and \$105,000. These are prices for the borough selling the trucks. The trade in value is much less. Michael Stuban asked if the trucks are good enough to be sold to other towns, why can't we still use them? Dave Trzcianka stated that the NFPA (National Fire Protection Agency) states that when a fire truck becomes 20 years old, it should be moved to reserve status as a backup. Chief Baker stated that there are eight ariels in the Ambridge School District. Brinley Mountain gave a price to purchase the ariel of \$130,000 and the engine \$60,000. Chief Baker asked that council consider pursuing the options of purchasing a new fire truck.

### **CODE ENFORCEMENT – Written Report**

Commercial Fire & Property Maintenance Inspections: In the process of preparing mailing for 2025 inspections

In the process of completing the 16 citations for 2024 inspections that were not completed.

Michael Stuban asked when will the citations be submitted to the magistrate for the businesses that have not reached out for inspection. Dennis Baker stated that they will be done by this Friday.

Amusement (Mechanical Device) Tax Letter Notifications sent out 2/1/2025

Current Code Issues were included on a spreadsheet for council review.

Still have three active citations from 2024.

(From last month, any further discussion?)

As we know, Cats have been an ongoing issue within the Borough. Additionally, chickens are now becoming a common complaint issue. We may want to explore adding something to the Ordinance regarding chickens under Chapter 78.

Joe Bosh asked for an update on the old theater building and Tevebaugh Road (open storage). Dennis Baker stated that he has not been to the Tevebaugh Road property that has open storage. John Shelkons stated that the property owner is advertising that he pickups junk and he is scraping the junk somewhere. As for the theater, Dennis Baker stated that the property owner did not respond to the fire inspection letter and is included in the citations that will be filed with the magistrate. He stated that Harvey has cleaned up a bit. Discussion followed regarding the agreement Harvey about taking care of his property and putting weaving/covering on the fence. Dennis Baker stated that Harvey is within of what he is permitted to do because of his business license and he asked what code is he violating. The minutes will be reviewed. Michael Stuban ask Dennis Baker to go to Harvey's and ask him to repair the fence covering.

## **COMMITTEE REPORTS**

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

General Fund Balance	\$137,686	Expenses	\$216,096
Water Fund Balance	\$184,755	Expenses	\$243,347

### **Public Works (Doug Miller)**

Nothing to Report

### **Technology / Public Relations / Liaison (Library, Parks & Rec., M/A) (Joe Bosh)**

**Solicitation Ordinance** – Council was given copies of the forms and documents for the solicitation ordinance. Joe Bosh went over them and made some changes, including placing the hours for solicitation on the form. There is a brief overview of the ordinance, a printable copy of the application that could be filled out by hand, as well as online fillable application. He asked council to over the forms and let him know if there are any additional concerns. Updated forms will be available at the regular meeting. Once approved by council the forms a posting will be placed on the website. He will also write an article for the newsletter.

**CEO SharePoint** - Joe Bosh went over the handout on SharePoint with council how it will work and keep the documentation of Code Issues on a shared platform that the CEO and office staff will be able to utilized and see real time information on complaints and code issues. Once Council approves there will be training for the staff and MGSoft so that they may support the program. There will be cutover process where Joe Bosh will take the information on the current system that the CEO is using and move to SharePoint. The cost will be an additional \$6 per month.

**MicroSoft Accounts** – Joe Bosh stated that there are two accounts that belong to the Municipal Authority. He is working with MGSoft to clarify and separate the accounts if confirmed.

Joe Bosh stated that he will put Community Yard Sale information up on the website.

**Library** – Joe Bosh reported that the treasurer, Pan Seanez completed the audit for the library finances and was told that it wasn't needed for another year by the county. The librarian submitted the Library finances online to the state. Legislative aid from Rob Matzie's office, Kevin will have a Property Tax Rent Rebate event at the Library on Thursday, March 20<sup>th</sup> from 11:00 AM to 2:00 PM to assist residents with filling out their forms. Librarian, Jennifer Woolstrum will be hosting 3 system wide programs that will be paid for by the county library system.

The April 12<sup>th</sup> Easter Egg Hunt will be conjunction with the Methodist Church.

The Baden Library may be expanding to include Economy, Freedom and Conway. This would make us more eligible for funding. There per capita funds that need to be met for approval.

Discussion took place regarding the status of the library funding from the Ambridge Area School District.

Joe Bosh stated that the Friends of Library donated \$3,000 to the library last year. They are planning other wine and cheese event for October 11<sup>th</sup>.

#### **Administration / Personnel (Becky Gallagher)**

**Commissioners Meeting** – Mrs. Gallagher stated that the purchase of the Beaver County Times building is off the table. The county is going to rent storage space from Saint Barnabas for three years.

#### **Public Safety (Dawn Singleton)**

**BVPRD Fuel Tank Meeting** - Dawn Singleton presented information about the BVPRD wanting to put a 500 gallon fuel tank on the Conway property for the police department. This included the location, cement poles/barrier, electricity, fencing and access for public works vehicles. Council members expressed cost concerns for a non-budgeted expense. Manager, Elaine Rakovan will send a letter to the BVPRD Commission addressing their concerns.

#### **Building / Grounds / Equipment (Michael Stuban)**

**America 250** – Michael Stuban stated that May 16<sup>th</sup>, 2026 has been picked for an event to celebrate veterans and military. June 20<sup>th</sup>, 2026 for a Labor and Industry event. August or September of 2026 for a community event.

**2025 Thank You Party** - Mr. Stuban asked council if they interested in having the thank you dinner this year. He was thinking the last week of May or first week of April for a date.

#### **MAYORS REPORT**

Not Present

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

Joe Bosh asked about the status of the Police Department downstairs. The BVRPD leases the space for \$100 per month. The garage is used to store evidence vehicles and office space as needed. Joe Bosh asked this question because he felt it would be great to renovate the downstairs for a library and community event room. Discussion took place increasing the monthly lease amount.

### **PRESIDENTS REPORT**

Nothing to report

### **ADJOURNMENT**

**MOTION** by Dawn Singleton, second by Becky Gallagher, carried unanimously to adjourn the meeting and go into executive session regarding personnel at 7:56 PM.

Respectfully submitted for approval,

Elaine K. Rakovan  
Borough Manager