

PRE-MEETING BADEN BOROUGH COUNCIL FEBRUARY 8, 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. Miller, Mr. Shelkons, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

NOT PRESENT: Mr. Jones

ALSO PRESENT: Mayor Montell, CEO and Fire Chief Dennis Baker Jr., Officer Shipley

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS - None

DEPARTMENT REPORTS

Manager

1. **Invoice Cloud** – Since the bills were mailed out mid-January over \$42,000 has been collected by online payments.
2. **Theater**
No update.
3. **Water Ordinance Update**
No update.
4. **SPC Regional Traffic Signal Grant**
The second and final payment from Liquid Fuels in the amount of \$23,851 has been made.
5. **Beaver County ARPA Municipal Infrastructure Grants**
Engineer met with public works to go over the storm sewer map. Public works and the engineer are to go onsite to inspect the storm sewers.
6. **Prevention Network / Class Academy**
The final quarter bill for police service was mailed on December 14th in the amount of \$3,223.13. The 2023 Payment In Lieu of Taxes (PILOT) was mailed on January 4th, 2023 in the amount of \$1,490. Total balance owed to date is \$22,668.72. A letter of concern was sent to the Beaver County Controller and PA Auditor General. The County is investigating this matter and the PA Auditor General is forwarding the information on to the appropriate department.

We did receive the payment for the 2023 PILOT in the amount of \$1,490.

Mr. Stuban commented that he would like to make a motion next week to seek legal action to obtain payment for the past due money owed to the borough.

7. EAP Industries – Neptune Water Meters

Public works, Mr. Stuban and Borough Manager met with EAP Industries for pricing and to see what they have to offer regarding water meters, remote meters.....

We have a meeting set up for Monday, February 13th at 10:00AM to get quotes and information from L&P Water (who we currently use for meters).

8. Harmony Road Property

Paperwork sent to the Ambridge Area School District for tax exoneration.

9. Ethic Forms

Forms were placed in mailboxes please return them to me by May 1st.

10. Beaver Valley Regional Police Department

Attended their first official meeting. Gave input on pension, healthcare, insurance, payroll.... And now assisting with the setup of the department where possible. Gathered demographic information for health insurance quotes, as well as other issues. Will be attending their future meetings.

11. ProjexIMC

Along with Officer Shipley, we met with representatives of ProjexIMC a company that specializes in cyber security and IT services. Officer Shipley explained the structure of the Baden police department and what he knew of Conway's department. They work through purchase of time hours. If the hours are not used in the current year they carry forward. Not being computer knowledgeable it is recommended that Mr. Bosh and others with the computer knowhow to speak with company as well as any other that they feel needed.

Discussion took place regarding our current IT services (cost, service, reliability).

12. PIRMA

Had the annual Pennsylvania Integrated Risk Management Association (PIRMA) meeting to go over our insurance coverage. They will be supplying a quote for the regional police department. They currently insure 15 regional police departments, including Northern Regional.

13. Police Hiring

Sent letters to the applicants regarding the testing date. Sent letters with testing scores to applicants who did not pass. The Civil Service President contact the remaining applicant asking for interview dates. Will send letter when interview date is confirmed.

14. DCED Annual Reports

Working on the annual reports. Will have completed by tomorrow afternoon.

15. H2O Grant

Received an email asking for more information on our project request. Working on that with the engineer and will have that completed by tomorrow afternoon.

16. T-Mobile

They want to lower the Base Rent from \$1,750 to \$1,250. A copy of a letter and agreement are attached for council to read.

Discussion followed. Will turn over to the solicitor to review.

17. Job Description/Advertisement for Part Time Secretary

On the TO DO LIST!

Public Works

Written Report –

1/2/23-1/8/23

- Pumps and one calls
- Read meters
- Water samples
- Camilla St water break
- Clean up from water break
- Campbells lab class “334.0 Method”- DEP requirement

1/9/23-1/15/23

- Pumps and one calls
- Meter call backs
- Put up welcome to Baden sign-Logans Lane
- Replace car wash meter
- Fill pot hole Tevebaugh
- Grade Tevebaugh road
- Fill pot holes Walnut Alley
- Cold patch roads
- Replace exhaust on grader
- Fix heater in PW garage

1/16/23-1/22/23

- Pumps and one calls
- Cold patch roads
- Repair water meters
- Water samples
- Started lead and copper inventory (Due Oct-2024)
- Repair schiller st valve lid
- Take down Christmas decorations
- Fix grader exhaust
- Clean gutters out on Tevebaugh

1/23/23-1/29/23

- Pumps and one calls
- Water meter repairs
- Jet Harmony Rd sewer (31-30)
- Shovel Sidewalks
- Salt and cinder roads
- Snow call outs
- Engineer meeting
- Replace snow plow plug
- Replace snow plow blade
- Replace alternator in red pickup truck
- Pine cone village water break
- Service backhoe fluids

1/30/23-2/5/23

- Pumps and one calls
- Water samples
- Tevebaugh pot holes
- Water meter repairs
- Get quotes for new backhoe and dump truck
- Repair grease fitting on 550 plow
- Salt and cinder roads

- Flush plow hydraulic fluid
- Shovel and salt sidewalks
- Meeting with Neptune meter Rep
- Meet with Tri State maintenance about MS4 cleaning
- Cold patch roads
- Order street paint
- Unload street paint
- Unload street signs and hardware

Note:

*Street paint (yellow and white) has been ordered and delivered

*Quotes for new John Deere Backhoe and new dump truck have been received

*MS4 cleaning and mapping discussion:

- Tri state maintenance has been contacted
- What is the budget for cleaning and jetting MS4's?
 - Approximately \$200/hr. plus fuel charges
 - Potentially clean 20-30 catch basins a day
 - DPW would need to prep catch basin lids ahead of time
- Do we want entire pipe jetted or only 10ft, 20ft etc.?

Mr. Stuban reminded council that we need to do the evaluation on the Foreman and new employee. He also spoke to Foreman, Rodney Keenan regarding flushing hydrants, storm sewer cleaning,

Mr. Trzcianka commented that the one truck has a bent bed or frame. He instructed the foreman to get a price to fix it. The plow on the white truck is not working. Mr. Trzcianka instructed the foreman to get a price for a new plow. The old red pickup truck is falling apart. The foreman would like to replace it with a utility body truck. There is a truck at Wright's for \$47,000. A new John Deere backhoe with trade would be \$129,000 with a trade in. Discussion took place trade in versus selling the old backhoe through Municibid.

Mr. Bosh asked about scheduling the foreman and new employee reviews. Mr. Trzcianka commented that we should come up with a list of items to go over with the foreman and he felt that the foreman should do the review on the new employee. Discussion took place regarding training for water certification.

Fire Chief

Chief Baker stated that the fire department will be holding a 16 hour fire structure burn class in conjunction with the rebuild of Sheetz. This will take place towards the end of April. The fire department had a training with the railroad a few weeks ago and the representative from the railroad informed Chief Baker that they plan to replace the Pinney Street Bridge.

The fire department has submitted their AFG Grant that closes on Friday. The Safer Recruitment Retention Grant will open the following week for the 2022 fiscal year.

The Tool Bash was a success. Chief Baker stated that firefighter and councilman John Jones organized the Tool Bash and he did a great job.

Chief Baker stated that 1016 Phillips Street that had the house fire back in November has not had any work done. He is trying to get in touch with the property owner to see what the plans are for restoration.

CEO

CEO Baker stated that he has a couple of open citations. He had a court hearing for the house of Schiller Street. The court gave him 60 days to clean up the property. The end result will be a fine, however that fine amount will depend upon how much work is done to clean up the property.

A citation was filed for a house on State Street next door to Bardo's home. The property recently went up for foreclosure.

As far as the commercial inspection program, CEO Baker has been putting together an idea for an ordinance to provide council and the solicitor.

CEO Baker asked Officer Shipley to check into two vehicles on Schiller Street that do not have inspection stickers or license numbers.

Police

Only one application has been submitted for the full time police position. Discussion took place regarding the difficulty of the agility test being the cause for lack of applicants.

Mr. Stuban commented that there may be some part time hires for next week.

COMMITTEE REPORTS

Finance (John Shelkons)

General Fund	\$138,178	Expenses	\$253,727
Water Fund	\$173,576	Expenses	\$144,891

Public Works, Sanitation & Municipal Authority (John Jones)

Not Present

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

Website – Redesign of the website is complete. Mr. Bosh can now get access to populate the site.

Newsletter - Mr. Bosh would like to have a meeting to start this year's newsletter.

Library – Mr. Bosh stated that their meeting is next week. He also noted that the borough manager did send a letter of support for the Library application for the Story Walk in the park.

Administration & Legislation (Doug Miller)

Nothing to report

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

Mrs. Singleton stated that there was no meeting last month due to lack of quorum.

Public Safety (Michael Stuban)

Borough Complex Property Survey – Mr. Stuban asked Mrs. Rakovan to address the property line issue. She explained that the borough deed does not show a paper alley that exists on the deeds of the residents who live along State Street. In order to properly mark the property lines the paper alley needs to be placed on a corrected deed prior to marking the property lines.

Civil Service – Mr. Stuban stated that only one person passed the physical and written test. They are setting up an interview for the individual.

Police Regionalization Committee – Mr. Stuban stated that they meet the second and fourth Thursday of each month at 6:00 PM in Conway. Since council only made a motion for their 3 members to serve on the board for one month, a decision needs to be made next week on the 3 permanent members to serve on this year's board.

Employee/Volunteer Thank You Dinner – Mr. Stuban asked to have a thank you dinner this year. Mr. Bosh asked if he could put together a program.

Comprehensive Plan – Mr. Stuban went over some of the pricing of items that were listed to be placed on the comprehensive plan. The boom mower came back with a price of \$160,000 so public works said they can borrow one. Public works also said that they don't need the auto water valve exerciser. They can borrow one from Ambridge. Mr. Trzcianka stated that the foreman was interested in the valve exerciser (shut-off) that also has suction equipment to clean out curb shut-off. The backhoe is \$129,000 with a trade in. A truck without a plow is \$65,000. Sound system for council chambers was discussed. Mr. Trzcianka stated that we should go back to the microphones that we still have. An electronic message board starts at \$25,000. Putting a canopy up over the walkway is on the list as well as replacing/refinishing/repairing the walkway bridge. Remote meters where walking from home to home is not required will cost between \$280,000 to \$500,000. Twenty years ago, we started a program where we were replacing and putting new remotes on the houses. The first 10 years went well, replacing about 100 water meters each year. After that it dropped to as low as 4 in one year. Before we can move forward with remote meters we first need to finish the meter replacement program. Garage doors need to be replaced. Water Tank repairs are around \$800,000. Fire Truck is \$800,000. Computer replacement ever 5 years. Airpack Fund for the fire department, they asked that we put more money away each year. Tevebaugh paving will depend upon what West View Water is doing, however Schiller Street Extension needs paved. Mr. Stuban discussed the Federal Government requiring lead water line replacement which involves inspecting every home's water line from their houses. Milton Street culvert needs to be looked at again and possibly replaced. Additional items on the list are streets that need paved, bucket truck, scanning to archive borough documents and tree removal along the driveway. Mr. Trzcianka asked to add the paving of the lower parking lot.

Discussion took place regarding priorities. The backhoe is a big priority because it is needed for infrastructure repairs. The second item should be a dump truck.

Mr. Stuban noted that we did apply for the H2O Grant for the water tanks. We also need to think about the DCED application.

MAYOR'S REPORT

Mrs. Montell asked that council consider make a donation to the Human Society in memory of Gerald Dunstan who served on council and passed away recently.

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

PRESIDENTS REPORT

Mr. Trzcianka asked about the Grant Street property that was recently sold needing a zoning hearing because the lot is too small. Council addressed this matter last year in an ordinance. Mrs. Rakovan stated that she will write a letter to the building inspector regarding this matter.

Mr. Trzcianka stated that the new window for the library is in at the lumber yard and waiting to be put in by public works.

ADJOURNMENT

MOTION by Mrs. Singleton, second by Mr. Stuban, carried unanimously to adjourn the meeting at 6:57 PM.

Respectfully submitted for approval,

Elaine K. Rakovan
Borough Secretary
March 8, 2023