

PRE-MEETING BADEN BOROUGH COUNCIL DECEMBER 7TH, 2022

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. 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. **Invoice Cloud** – Steady use of online bill payments
2. **Theater**
No update.
3. **Water Ordinance Update**
No update. Once we determine if we are going to get an online service for collections we can go over the utility billing ordinance (water ordinance) which actually is for water, garbage and sewage.
4. **SPC Regional Traffic Signal Grant**
No update at this time.
5. **Beaver County ARPA Municipal Infrastructure Grants**
Engineer is working on the spec for the inlets (storm sewers)
6. **Ordinances**
 - Tax Rate 2023
7. **H2O Grant**
Applying for the over \$500,000 grant for the water tanks. This is a 50% match grant. A resolution will be on the agenda next.
8. **Boards Appointed**
A copy of the current boards with expired terms is attached for council.
9. **Prevention Network**
No further payments have been received from The Prevention Network. The balance owed is \$17,955.59 plus last quarter of 2022 police service.

10. Animal Control Officer Human Society

The Humane Society is now offering an agreement for an Animal Control Officer. Attached is a copy of the agreement for council review. The cost is \$333.50 per month.

Mr. Stuban asked about the calendars. Mrs. Rakovan stated that she was told that they would be sent to print on Monday.

Mr. Bosh asked about the soliciting ordinance. Mrs. Rakovan stated that the solicitor did supply one for council review. She will print it out for council to read and discuss at the January meeting.

Public Works

Written Report –

11/14/22-11/20/22

- Take down flags and banners
- Meet with DEP over zoom
- Final water readings
- PA one calls
- Clean up leaves on Schiller Street Extension
- Put on F250 salt spreader
- Fix police station sink
- Set out salt bins at buildings
- Fill in pot holes Tevebaugh Road
- Put up Christmas decorations
- Put mowers away
- Put on 4500 plow and grease spreaders

11/21/22-11/27/22

- Pumps and pa one calls
- Inspect customer installation waterline on Bryan Ave
- Grade Teverbaugh road
- Put up Christmas decorations
- Fix air compressor
- Meet with engineer Dan about harmony tanks
- Pick up F-550 from shop

11/28/22-12/4/22

- Pumps and one calls
- Weekly chlorine samples
- Update O&M water procedures
- Christmas decorations
- Sweep streets
- Water shut off Bauman
- Install back up lights F-550
- Tree clean up on schiller street
- Close Straube for downed wires
- Clean and organize garage
- Backhoe maintenance
- Cold patch streets
- North Avenue one calls for sewer replacement
- Snaked/cleaned garage drains

Fire Chief

Written Report as follows:

Incidents / Training:

19 Incidents for November

252 Total Incidents year to date

275 Incidents for Uniform / Incentive Program period 11/1/21 - 10/31/22

3 Probationary Firefighters recently completed their 168-hour Entry Level Firefighter Program and will be completing the Preboard Certification Process for Firefighter I Certification in the Spring of 2023.

3 Firefighters recently completed the Special Vehicle Rescue Certification Program through the PA Department of Health.

Class, Training, and Staffing Hours for August: 20 Firefighters 240 hours

Apparatus:

The new Pickup truck build date has been changed to January by GM.

Grants:

FEMA AFG (SCBA Grant). Quoting / Product Review has been completed and we will continue with our current manufacturer and distributor for the new air packs, our interior firefighters will be fit tested to ensure they are provided with the correct size face piece. Once fit testing is complete the initial order will be placed per the grant award. I am requesting the borough provide the funds for the non-federal funding match required per the grant agreement, this was already approved by the council. I will provide the Borough Manager with the first invoice and a copy of the grant agreement showing the financial obligation total. There is also a copy of this on the clipboard.

FEMA SAFER Grant, no update

The 2022 State Fire Commission Grant Application has been approved, award amounts have not been provided yet, but is normally around \$15,000.

Consolidation Study Baden / Harmony:

Based on the recent meeting between the municipalities and the state, the current study doesn't seem too promising. I understand that Chief Wise will still be submitting a report of his findings and recommendations. Hopefully, it will provide some positive feedback that we can work to incorporate. In addition, we as a borough and fire department need to ensure we work towards the betterment of the fire service and start being proactive. Our problems are everyone's problems across the state relating to the fire service, I am confident that the majority of the council is seeing this and I ask if anyone has questions please reach out to me with any questions.

I am in the process of preparing a program to collect data from the community and residents to help better educate them and to help work towards future proactive planning for the community.

General:

Just a reminder regarding the Comprehensive Plan I submitted 2 months ago. If any council member has any questions please feel free to contact me.

CEO

Written Report as follows:

153 Code Issues have been addressed since March

126 of those have been abated

15 are still in progress

12 Citations year to date (\$800 in fines?)

1010 4th Street. In the hands of the Solicitor, I haven't been provided any updates

533 Ehman. They are making progress on the property, but still have a way to go. A list of violations and pictures were provided. Inspection completed on 11/2/2022. Other than a few minor issues on the exterior, they are in compliance with the exterior. An interior inspection was also completed and a report is being prepared to address code violations on the interior according to the 2018 IPMC. They have pleaded guilty to the original citation and paid a fine. They are aware that in order for the dwelling to be occupied the recent list of violations will need to be corrected along with another inspection, in addition, to maintaining the exterior during the time property is not occupied

755 Schiller. Mortgage Company PA Housing Finance Agency, has Safeguard Properties taking care of securing and preservation of the property. Going to take some time, due to the amount of work and costs involved. They will be in contact with me for any issues, or concerns and to provide updates. A list of violations and pictures were provided. Once complete another inspection will be completed to ensure the dwelling can be occupied, following the IPMC 2018 Regarding the cats on the same property, volunteers have started trapping the cats and taking them to get treated, and finding places for them. As of last week, they trapped about 24 to date. No other real updates at this time, they are going through the legal process.

48 State Street, the Structure has been demolished, and the property owner is in process of site restoration.

851 Schiller Street, ongoing issues over several months, originally had a site visit with owner and police department to discuss the issues. The property owner acknowledged the issues and started working to clean up the property. Two follow-up letters were sent and the property has gotten worse so a citation was filed on Monday.

I have compiled a list of about 15 vacant properties in town. In addition, I have developed a site survey electronic form to visually inspect the exterior condition of these properties, in order to address areas of concern and violations according to the 2018 IPMC with the property owners. We also have multiple accessory structures that need to be addressed (sheds, detached garages)

Inspection Program:

I cannot continue to stress anymore the need for us to establish a proactive inspection program. This will only benefit the community as a whole by doing our best to try and ensure safe and healthy living conditions as part of Community Risk Reduction.

Commercial Property and Multi-Residential Property information have already started to be collected for this Community Risk Reduction Program should it be decided to be implemented. I highly encourage the support of the council on this program.

Police

Not Present

COMMITTEE REPORTS

Finance (John Shelkons)

General Fund	\$166,059	Expenses	\$222,283
Water Fund	\$355,697	Expenses	\$203,859

2023 Budget and Tax Rate

Discussion took place regarding the tax millage. The current draft of the 2023 budget has a deficit and no contingency fund. With the reassessment the borough will not be

able to raise taxes for two years. Mrs. Rakovan also noted that funds will need to be put aside for refunds on assessment appeals. Included in the conversation was the use of the Federal and State Covid Funding which has to be used for infrastructure and roads. The current waterline USDA Loan project does not cover the cost of paving the roads. With the development of a comprehensive five year plan, we will need to start saving for projects and it will be easier to project future tax increases. Council agreed to raising taxes 2 mills.

Public Works, Sanitation & Municipal Authority (John Jones)

Nothing to report

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

Web Design - Mr. Bosh gave a sample of what the website would look like and went over some features that it will have. Mrs. Rakovan asked that we add Baden recycles to the web design to meet the requirements of the recycling grants. Mr. Trzcianka asked that an announcement area be on the front page.

Meeting Live Stream – Mr. Bosh mentioned some comments on social meeting regarding streaming the borough meetings. Discussion took place regarding cost, Sunshine Law and equipment needed.

Library – The library is hosting a murder mystery party on Friday. The library will have to increase their staffing by 10 hours per week in order to qualify for state funding.

Administration & Legislation (Doug Miller)

Nothing to report

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

Light Up in the Park – Everything went well with the light up night.

Santa on the Fire Truck – December 16th.

Board Member for Parks & Recreation – Holly Kalkhoff is interested in serving on the Board.

Public Safety (Michael Stuban)

January Police Schedule – Currently there are 11 shift vacancies on the January schedule.

Police Regionalization Meeting – Conway had their town meeting and it went very well. No residents spoke against it. Economy Borough councilman was present at the meeting and he was interested in bringing this information back to the Economy Council. Freedom will have their town meeting next week. Mr. Stuban was not sure how Freedom was going to vote.

Baden Fire and Maintenance Inspection Program – A copy was given to council at last month's meeting to review. President Trzcianka asked that council review it so that it may be discussed at the January meeting.

Executive Session – Mr. Stuban asked that council go into executive session after the meeting to discuss personnel and possible litigation.

Civil Service – Mrs. Trzcianka asked that a meeting be advertised for December 15 at 6:00.

Thursday Town Meeting – Mr. Stuban presented the agenda and handout that Conway used. Mr. Bosh volunteered to type Baden's agenda.

MAYOR'S REPORT

Not Present

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

None

PRESIDENTS REPORT

Nothing to report at this time

ADJOURNMENT

MOTION by Mr. Stuban, second by Mr. Jones, carried unanimously to adjourn the meeting at 6:54 PM and go into executive session.

Respectfully submitted for approval,

Elaine K. Rakovan
Borough Secretary
January 11, 2023