

PRE-MEETING BADEN BOROUGH COUNCIL OCTOBER 12TH, 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. Shelkons, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

NOT PRESENT: Mr. Miller, Mayor Montell

ALSO PRESENT:

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS - None

DEPARTMENT REPORTS

Manager

1. **Invoice Cloud** – Still on track for a November soft launch for online payment.
2. **Second Street** – There is a sinkhole under the sidewalk by the apartments. We need the engineer to look into this matter as it is believed that the downspouts from the apartments caused the sinkhole.
3. **Theater**
No update.
4. **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.
5. **Library project**
The sealcoat for the concrete at the Library will be done on Friday
6. **SPC Regional Traffic Signal Grant**
No update at this time.
7. **Beaver County ARPA Municipal Infrastructure Grants**
Engineer is working on the spec for the inlets (storm sewers)
8. **Harmony Road Storm Sewer Repair**
Completed except for paving. Was able to get two estimates for paving, but had to include other paving to make it worth it to the contractor.

Harmony Road patch around basin and curb driveway
Camilla Street 3 patches
Steel Street 2 patches
Bauman Street

Rochester Paving \$10,984 (already have cert . of insurance)
Friend Surface Solutions \$18,000

Asked Rochester Paving to put us on their schedule to guarantee that the paving is done this year.

9. Sale of Grant Street Property

Closing was done on 9/23/22. Paid in full.

10. Resolutions

- Elimination/Reduction of Member's Contribution's for Police Pension Plan – needs to be done prior to the end of year.
- As per the motion from last month's meeting to open PLGIT accounts. A resolution is needed to move forward with the process.

11. DEP Water System Inspection

DEP will be here on October 20th to review and Inspect our records and Water System. This includes but is not limited to...

- Operations and Maintenance Plan
- Emergency Response Plan
- Uninterrupted System Service Plan
- Comprehensive Monitoring Plan
- All the Sample Siting Plans
- System Map
- Lab Results; I don't need to see all these, but be prepared to provide requested data
- Budget and fiscal plans; I don't need to see all these, but be prepared to answer questions
- Answer questions about materials used and procedures followed
- All tanks, tank pits, pump stations, booster stations, regulator pits, interconnect pits, etc. assuming the system has them

All of public works, as well as the Manager will be present for this meeting.

12. Violation Notice for Water Testing

The September 2021 Violation was not documented correctly in the June CCR annual report. The violation notice was included in the October water bill to fulfill the requirements and guidelines of the DEP.

13. Volunteer Fire Relief Allocation

The Allocation in the amount of \$18,352.93 was received, given to the fire department and reported to the state in accordance with their guidelines.

14. State Aid Pension

State Aid has been received and will be sent to the PSAB MRT Pension by the end of the month.

Public Works

Not Present

Fire Chief

Written Report as follows:

Incidents / Training:

20 Incidents for September

219 Total Incidents year to date

Class, Training, and Staffing Hours for August: 21 Firefighters 124 hours

Apparatus:

All yearly inspections are complete.

The new Pickup truck should be in within the next month or two, then it will go to Keystone Fire Apparatus for upfit.

Grants:

FEMA AFG Grant, We have met with 3 different Air Pack Manufacturers and are in the process of making final determinations, and specs and requesting quotes.

FEMA SAFER Grant, no update

The 2022 State Fire Commission Grant Application is in the process of being completed.

County Grant funds have been received, and part of the funds was used to purchase a gear dryer designed to dry our Personal Protective Equipment when it is washed and decontaminated.

Consolidation Study Baden / Harmony:

No Update:

Deputy Chief Floyd Wise from Harrisburg is actively working on our study through the DCED, They are working to have an in-person meeting to ensure that municipal officials truly understand the nationwide crisis that the volunteer fire service is in. In addition, they would like to try to maybe get more of our area departments on board. The same that I initially tried when I introduced the idea of the study

I think this is a great idea, and maybe an eye-opener for many. I, as well as many others, are well aware that our issues in Baden are the same across the fire service nationwide, but often portrayed to only pertain to the Baden FD and its leadership.

General:

At the request of the Borough Manager, I prepared and submitted a Comprehensive Plan for the next 10 years. I am sure all of the council has or will receive a copy. I welcome any and all questions should anyone have any. I know some of what is provided in the plan may seem far-fetched, but we all need to understand it is the reality of the future. Whether it be consolidations or paid staff to supplement or even a combination of both. The model of the free volunteer fire service with every community having its own was the answer and work for most of the 100-plus past years. Unfortunately, this model isn't working anymore, and we need to be proactive before we have no other option but to be reactive.

I also provided my department budget requests for 2023 to the Public Safety Chair and Borough Manager. Some of which coincide with the Comprehensive Plan.

October is Fire Prevention Month, throughout the month we will visit Baden Academy, State Street Elementary, Wise Little Owl, and Kids Connection, teaching and providing fire safety tips. I am requesting that a check be provided to the BVFD in the amount of \$500 that the borough provides yearly to help offset our costs of purchasing fire prevention materials. We normally spend \$1000 total per year, but this year we spent \$1500.

CEO

Written Report as follows:

134 Code Issues have been addressed since March

90 of those have been abated

34 are still in progress

10 Citations year to date

Detailed Spreadsheets will be updated on the CEO's Clipboard

1010 4th Street. Tenant ended up being arrested again. I was notified by County Dispatch at the request of Officer Shipley, to come out and inspect the property due to deplorable conditions inside, based on my inspection the property was posted as Condemned, and contact was made

with the Humane Officer Wenzig, who came out and collected the cats that were inside. It was determined that the person arrested had no legal right to reside at this property. The deceased property owner still has two siblings; they were contacted by both myself and Officer Shipley. They stated as far as they are concerned they want nothing to do with the property and the borough can take it. Details were provided to the Borough Manager and Solicitor to look into.

533 Ehman. They are making progress on the property, but still have a way to go. 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

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 20 to date

48 State Street, Property Owner has agreed to demolish the building at this location. I am working with him on a plan for completion.

844 Riverview had a garage on the property that was in serious disrepair and a hazard, since notification to the property owner regarding the issue, the garage has been demolished and the site has been cleaned up.

Complaints were received from PD and EMS regarding the living conditions of 255 State Street, complaints were also received from neighbors regarding the exterior. General notice and certified letter were mailed requesting an interior inspection, in accordance with our ordinances

Any update on my inquiry about how we want to handle areas of town that are no longer being cut and maintained by the boro?

Any update on the consideration of an Inspection Program?

Police Chief

Not Present

COMMITTEE REPORTS

Finance (John Shelkons)

Nothing to report

Public Works, Sanitation & Municipal Authority (John Jones)

Nothing to report

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

PC for Public Works - Mr. Bosh asked if there was an update on a computer for public works. Mrs. Rakovan stated that she did not have any information at this time.

Library – Will be participating in the Harvest Festival and Halloween in the park. The Library will be having a stuffed animal workshop on October 29th and November 17th. On December 9th they are having a Murder Ugly Christmas Sweater Party. Discussion took place regarding them having a hot chocolate walk. Library audit was completed with good results. \$1009.25 was made on the sale of books during the community yard sale. Discussion took place regarding having a soup sale during elections and asking for volunteers to make soup. Mr. Stuban commented that the he felt the soup sale should only be done once a year. Mrs. Trzcianka asked that the ceiling tile be looked at and replaced in the library.

Library Budget Allocation – Mr. Bosh asked council to consider raising the annual budget allocation from \$18,000 to \$23,000.

Administration & Legislation (Doug Miller)

Not Present

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

Harvest Festival – Everything is ready for the festival on Saturday, October 15th. There are going to be about 45 vendors.

Halloween in the Park – Saturday, October 22nd. Mrs. Singleton asked for council to hand out candy. Mr. Bosh volunteered to hand out the candy.

Public Safety (Michael Stuban)

Fire Department Consolidation Meeting – The State wants to meet with council to go over the study. It will be sometime in November but no date is confirmed at this time.

Fire Prevention Month – Fire Department is asking that we release the budgeted \$500 from the budget for the purchase of fire prevention materials.

Code Enforcement Officer – Mr. Stuban asked for an update regarding the borough cutting back trees/weeds of private property that are impeding upon the borough roads and signs. Mrs. Rakovan stated that she did speak with the attorney regarding this matter and it is not a clear answer because the borough has to keep safe roadways so if they see that something needs cut back then they should do it however asking a property owner to keep their overgrowth away from the streets is fine but not everyone is going to abide by the request so what are the repercussions of not doing it. Currently we tell people if a tree limb or weeds are growing over or onto your property you have a right to cut it back.

Summer Help – The last day for the summer employee will be the end of the next pay cycle on October 21st.

Party for Mike Josapak – Mrs. Rakovan stated that on October 21st she having a lunch time party for Mike Josapak who is retiring. All of Council is invited.

Grants – Mr. Stuban asked for approval to have the engineer apply for a multimodal transportation fund for street improvements. Mr. Trzcianka requested that we look at guard rails.

Click It and Ticket - The police got their training done so our officers will now be able to do DUI stops for Click It and Ticket.

Comprehensive Plan – A list has been supplied from the departments. Mr. Stuban stated that a meeting needs to be set up to start the process and planning.

Police Guns – Mrs. Rakovan stated that she was asked by the police department if they could have payroll deduction to purchase the guns that they use for the borough.

Budget – The departments have been asked to present their budget requests for next year.

The Prevention Network - Mr. Stuban reported that The Prevention Network has not paid their bills but they intend to pay by the end of the month. Discussion took place regarding if we want to advertise for the officer that we are not getting paid for service. If we want to break the contract we must give 60-day notice.

Office Intern – There is a chance that next year we may get an intern for the office through the Government Academy.

Executive Session – Mr. Stuban stated that after meeting he would like to go into executive session regarding personnel and police.

MAYOR'S REPORT

Not Present

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

PRESIDENTS REPORT

Nothing to report at this time

ADJOURNMENT

MOTION by Mr. Stuban, second by Mr. Jones, carried unanimously to adjourn the meeting at 6:52 PM and go into executive session.

Respectfully submitted for approval,

Elaine K. Rakovan
Borough Secretary
November 9, 2022