

**PRE-MEETING  
BADEN BOROUGH COUNCIL  
SEPTEMBER 14<sup>TH</sup>, 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, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

**NOT PRESENT:** Mr. Shelkons

**ALSO PRESENT:** Mayor Montell

**ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES**

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

**VISITORS - None**

**DEPARTMENT REPORTS**

**Manager**

Mrs. Rakovan went over the utility billing collection process and accountability of deposits and funds.

Mrs. Rakovan gave each councilmember a copy of the public works applications with names and addresses removed. They were asked to review them for next council meeting to pick their top choices for interview. Mr. Stuban addressed his concerns with wages and finding good candidates for employment. Discussion regarding the process and if a foreman or laborer is being picked. In regard to offering the position to Rodney Keenan the discussion took place regarding giving him a chance and opportunity to pass the water certification test. Mrs. Rakovan stated that currently the classes being offered are for wastewater certification. She is waiting for the spring classes to see what water certification classes that will be offered.

**Public Works**

Discussion took place regarding Harmony Road storm sewer repair and the paving of the sidewalk area by the pump station on State Street. Postponing the reading of meters to repair the storm sewer was also addressed.

**Fire Chief**

**Incidents / Training:**

24 Incidents for August

205 Total Incidents year to date

Class, Training, and Staffing Hours for August: 18 Firefighters 83 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, FEMA was awarded in the amount of \$191,270.00. Federal funding is \$182,161.90 with a required non-federal funding share of \$9,108.10. Grant award notification is posted on the Fire Department Clip Board. This grant is for the sole purpose of replacing our SCBA (Air packs). I am asking to utilize funds from the SCBA (Air pack) Fund the borough has established for the non-federal matching portion. The current balance of the fund to approximately \$17,000. I also ask that the borough continues with contributing to this fund yearly, to ensure future funding is available when the new SCBA will be done to be replaced in 15 years. We have been very fortunate to receive this grant 2 times, not sure we will be lucky enough for a 3rd time.

FEMA SAFER Grant, no update

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

W-9 was requested and sent to commissioners' office radios through the county radio program.

Correction to this from last month's report, the W-9 request is other funding the county is providing to all Fire and Police Departments. The Fire Department will be receiving around \$11,000 to use towards equipment and not part of the Radio Project.

**CEO**

118 Code Issues have been addressed since March

76 of those have been abated

42 are still in progress

7 Citations year to date

Detailed Spreadsheets are posted on the CEO's Clipboard

1010 4th Street. Some neighbors stated that she is back and are concerned. I believe the police were up there at one point within the past few weeks. I have been watching the property and still getting complaints, I plan to issue a citation within the next week or so under a nuisance property, as well I have been communicating with one neighbor and they understand the process.

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 18 to date

Letter sent to the property owner of 48 State Street in July. Offering to waive all fees associated with demolishing existing buildings. I have not heard anything from him yet,

once the 120 days pass, I will move further if no action on his part is taken. I nor the Manager has heard anything from the property owner. However, the letter did not state for him to contact us or say he had to sign any agreement. The letter was vague, my plan is to let the 120 days go and contact him and advise him the building will be condemned and a citation issued. Unless the council feels different.

Would like the council to consider authorizing more time for Code Enforcement. In order to truly establish a proactive program, this is needed.

## **Police Chief**

Mayor Montell reported that the 2015 Charger final bid came in at \$12,650 from Allentown Police Department.

## **COMMITTEE REPORTS**

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

Mrs. Rakovan gave the report.

General Fund Balance	\$406,800	Expenses	\$244,770
Water Fund Balance	\$311,586	Expenses	\$175,586

Mrs. Rakovan asked council to consider transferring some WesBanco accounts to PLIGIT accounts to avoid fees and to get some interest.

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

Nothing to report

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

**Website** - Mr. Bosh stated that he is stilling working with CourseVector to set up the website. They have raised the cost to almost \$2000 because they are updating the software. Currently they are going back and forth regarding what Mr. Bosh will do and what CourseVector will do.

**Library** – Book sale on Saturday from 10AM to 4PM. The second half of the borough funding will be released tomorrow. The library state aid was increased by 17%. Dollar General gave a \$3000 grant to the library. The library also received a free OWL, video conferencing camera.

**Newsletter** - Want to get the final articles by the end of the month.

**Online Bill Paying** – Soft release is planned to be on November 3<sup>rd</sup>.

### **Administration & Legislation (Doug Miller)**

Nothing to report at this time

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

**Yard Sale** – Saturday, September 17<sup>th</sup>. The Library will be making the maps.

**Harvest Festival** – October 15<sup>th</sup>, everything is going well. Vendors are still signing up.

**Halloween in the Park** – October 22<sup>nd</sup>

**Library Sidewalk** – Mrs. Trzcianka asked to speak up regarding the library sidewalk having to cost an additional \$1,000 to repair. Discussion followed regarding payment

for the work. The engineer will be asked tomorrow what the issue is with the library project and why they are asking for an additional \$1,000.

### **Public Safety (Michael Stuban)**

**Fire Department Grant** – The grant is for \$190,000 for breathing apparatus from FEMA. There is a \$10,000 match. We have the funds set aside so a motion will be made next week to pay the \$10,000.

**Fire Truck** – Mr. Stuban stated that the fire chief reported that the fire truck is going to be 25 years in 5 years and the borough should start looking into a new fire truck.

**Code Enforcement Hours** – Mr. Stuban stated that the code enforcement officer, Mr. Baker reported that he is overloaded with only 10 hours per week. The CEO would like to have his hours increased to 20 or 24 hours per week. The CEO is also interested in being the zoning officer. Discussion took place regarding who the CEO spoke to regarding this matter. Mr. Bosh stated that he personally reached out to the CEO regarding a code complaint that he received and this is how he became aware of the need for more working hours. Mrs. Rakovan explained that currently the building inspector is the zoning officer and like building permits they get 80% of permit cost which is usually \$55. Mr. Trzcianka stated that winter is coming and things will slow down. Mr. Bosh stated that the CEO is behind on many complaints and will need portion of the winter to get caught on these matters. Mr. Stuban also commented that the CEO does give a detailed monthly report.

**Public Works Negotiations** - Mr. Stuban stated that we need to go into executive session regarding the public works contract.

**MS4 and Lead Lines** – Mr. Stuban stated that he will be meeting with the engineer tomorrow to go over questions he has regarding the MS4 stormwater management requirements and the upcoming lead line requirements that the federal government is going to initiate.

**Borough Property Lines** – Mrs. Rakovan stated that the attorney sent a second letter to Shoup Engineering regarding the survey needed to be redone and there has been no response.

**USDA Water Project** – Mr. Stuban stated that he spoke with a representative of the USDA while at a seminar and asked why it is taking so long to get our project moving. They admitted to being short staffed and recently hired some employees so they hope to get caught up on everything.

**Overtime** – Mr. Stuban asked what the law is regarding overtime when an employee is off on vacation, sick or personal time. The Manager will look into this question.

**Building Inspector** – The second building inspector has been given a couple of permits. The first building inspector said that if we need him to call. The second inspector was to present at tonight's meeting but is not here. We need to figure out what we are going to do. Mr. Bosh asked for an update on the Eichhorn property. Mrs. Rakovan stated that Mr. Eichhorn came in and paid the balance of his permit application and is going to follow the guidelines of what BIU is asking and submitting the building under the commercial building code.

**Dettmar Water** - Mrs. Rakovan stated that public works put a water filter at the meter until the borough can replace the waterline.

**Body Camera** – Mr. Stuban asked if all of the police are wearing their body camera. Mrs. Rakovan stated that she was informed that the police chief is not wearing a camera.

**Shed** - Mr. Trzcianka stated that we need the property lines to post the location of the structure.

**Hydrant Flushing** – Mrs. Rakovan stated that she is only give dates when the hydrants are flushed for her DEP reports.

**Line Painting** - Mr. Stuban stated that when he asked Mr. Josapak about the paint he stated that it is on back order.

**Payment in Lieu of Taxes** - Mr. Stuban felt that besides the Prevention Network we should have the solicitor look into doing this with the Baden Academy.

**Ambridge Water Authority Meeting** – Since the manager of AWA has been terminated we will hold off on setting up a meeting to discuss emergency event communications and planning.

**Copper and Lead Lines** – By October of 2024 we will need to do an outreach program, inventory all water lines, including residential lines and set up a replacement plan/program. Mr. Stuban will be discussing this in more detail with the engineer. There are loans available through Pennvest for this with a 49% forgiveness to municipalities. Additionally, the water testing guidelines are going to change. Instead of testing on the first draw, they will have to run 5 liters of water and then test. There will also be more testing of schools and daycares.

**MS4** – There are strict guidelines for stormwater runoff. Although we are currently under a waiver for the requirements, it will need to be done eventually. A separate board/authority would need to be made and then a tax may be levied for the storm sewer repairs and whatever else is necessary to correct under the MS4. This law is based upon parcels, so it doesn't matter if you are a school, church, non-profit...

**Capital Planning and Grants** – We need to get a comprehensive plan done and prepare to apply for grants.

## **MAYOR'S REPORT**

Mayor Montell stated that Christ Lutheran Church is having a service on October 1<sup>st</sup> from 1:00 to 3:00 celebrating the age of their 100-year-old church building. She asked that the Manager prepare a proclamation for the event. She also asked that a proclamation be prepared for the Eagle Scout who repaired the library memorial as his Eagle Scout Project.

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

## **PRESIDENTS REPORT**

Mr. Trzcianka mentioned the need for the property line markers so that we can move forward with the construction of the utility shed.

Mr. Trzcianka asked that we prepare a comprehensive plan and start to make a list so that we can make a schedule. He also noted the need for more money to be budgeted for the fire department noting that they are volunteers but they put their life on the line just like the police department. Fire trucks, air packs, turnout gear.... all cost money and are needed for the safety and wellbeing of the firefighters and community. He would like to lighten the load on fundraisers for the fire department.

Mr. Jones mentioned that the fire department roof is leaking in the same places as before. Mrs. Rakovan stated that the roof is not complete, however she did call the roofing company and they were to speak to Chief Baker regarding this matter.

Mr. Bosh stated that the police regionalization meeting is scheduled for tomorrow in Conway at 6 PM.

## **ADJOURNMENT**

**MOTION** by Mrs. Singleton, second by Mr. Stuban, carried unanimously to adjourn the meeting at 7:14 PM and go into executive session.

Respectfully submitted for approval,

Elaine K. Rakovan  
Borough Secretary  
October 12<sup>th</sup>, 2022