

**PRE-MEETING  
BADEN BOROUGH COUNCIL  
OCTOBER 16, 2017**

Council president, Mr. Besong called the Pre-Meeting of Council to order at 6:30 PM in Council Chambers of the Baden Municipal Building, 149 State Street, to conduct business of general purpose.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Present:** Mrs. Furr, Mr. Kotula, Mrs. Montell, Mr. Shelkons, Mr. Stuban, Mr. Trzcianka and Mr. Besong.

**Also Present:** Mayor Sam Gagliardi

**ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES**

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

**VISITORS**

Mark Kolakowski addressed council in regards to the success of the Applefest. He recommended that there be a meeting early in the morning before the event for all the volunteers to be on the same page. The car cruise was going well until the last ten minutes when the daughter of Donna Michaels used profanity towards him and the police officers. He noted that this is the third year that she behaved in an inappropriate manner. Mr. Kolakowski further stated that there should specific people in charge of specific events. There were no senior officers on duty so the new part time officers didn't know who was in charge. The part time officers did a great job but the behavior of Mrs. Michaels' daughter could have been avoided if there was a morning briefing like they do in the military. Mr. Stuban commented that the Recreation Board meetings are open to the public. Mr. Stuban also noted that he met with Sgt. Alvarez because the Chief was not working to go over the duties of the police for the Applefest and part time officer Miller was supposed to be in charge and he was to come down in the morning to meet with Mr. Stuban and other Rec Board members to go over the plans for the day. Officer Miller never came down. Mr. Weber met with the Mayor and Chief to go over everything. Everything happened so fast and communication was broke down. Mrs. Trzcianka representing the Recreation Board stated that this matter would be addressed at their meeting. Discussion followed regarding who was responsible for the removal of the barriers. Mayor Gagliardi stated that communication was the problem. Further discussion followed regarding the problems that occurred because of the lack of communication. Mayor Gagliardi stated that he did meet with the part time officers in the morning; he swore them in and gave them their duties for the day which included shutting down the car cruise at 6:30 PM.

Joe Kostial asked council about assessing Anthony Wayne Terrace (AWT) 15% for water service in accordance with their past agreement. Mr. Stuban commented that Mr. Kostial has brought this up numerous times in the past and it was a one time agreement and not renewable. He noted that AWT gets their water directly from Ambridge Water Authority and that they maintain their own water lines.

**DEPARTMENT REPORTS**

**Secretary**

**Keyless Entry**

There was an issue with the keyless entry system. The front door had a red light which should be locked, however when Mr. Trzcianka tugged on the door it opened. M & P Solutions were here for almost 2 hours trying to fix the issue after determining that the problem is with the software which is an old system from 2002. We ended up using the key to lock the door. M & P also informed me that the magnets on the

main door are not meant for outside access doors. The magnet should be double in strength for proper security. The cost for the borough to update the software and give proper security protection and door access would be \$6,091. Of this amount approximately \$1,050 is for labor. The balance is actual software and hardware. Mr. Trzcianka asked them to give a price for the Fire Department. This is a separate amount of \$5,655.38. Both quotes are attached.

#### **Library Roof**

Bids opened on October 2<sup>nd</sup>. Being tabulated by the engineer

#### **Cork board for Community Room Walls**

Frames are scheduled to be painted.

#### **.gov Domain**

Paperwork was submitted via mail in August for the .gov domain. After multiple adjustments to the documents regarding contacts and authorized signatures the final correction is for the Mayor to authorize and sign the form letter.

#### **Workers Comp Claim**

Employee got debris in their eye while reading water meters. No time lost but did visit Baden Vision Care for emergency eye care and eye drops.

#### **Newsletter**

Mailed out just in time for Applefest.

#### **2018 Calendar**

Currently working on the 2018 Calendar.

#### **Per Capita**

We received a refund for postage and duplicate billings that were mailed out. Sean Perry our representative picked up all of the forms that were submitted to the office three weeks ago. Residents are still bringing in notices for payment but not nearly as many. The additional bills will be mailed to them for correction.

#### **Fire Relief Check**

Received the Fire Relief payment on September 25<sup>th</sup> in the amount of \$17,551.91. A check has been written to the Fire Department.

#### **Pension State Aid**

State Aid in the amount of \$59,647.29 was deposited into the General Fund on September 27<sup>th</sup>. Pension calculations are being done and disbursement will take place within the week.

#### **Recycling Grant**

The recycling grant paperwork was completed and submitted at the end of September. Funding should be awarded in the spring of 2018.

#### **Bus Stop Shelter**

Letter was typed on behalf and given to the Mayor.

#### **Check Scanner**

It is recommended that a separate computer be used for the scanner. We are going to try and use one of the older computer or parts from the back but we may need to purchase an inexpensive computer to use for the scanner.

#### **Utility Billing Ordinance**

Secretary met with the solicitor to start the process. It will require multiple revisions and input. Additionally the Municipal Authority will need to redo their entire section regarding sewage billing.

#### **Third Quarter Water Bills**

Bills were mailed out today. Note that to date a total of \$21,366 was paid via the credit card system.

**Junk Dealer License**

We have a resident interested in a Junk Dealer License. This ordinance for 1956 (see attached) states that he Burgess (Mayor) is in charge of the license. We have no forms for this request. I shall make one if needed however by reviewing this ordinance it is apparent that it needs amended or removed from our ordinances. Please advise.

**Floor and Carpet**

The specs and pricing from Abby Carpeting were handed out last month for council review and discussion.

**2016 Bond Payment**

The bond payment in the amount of \$246,434.38 will need to be paid before December 1, 2017.

Mr. Stuban noted that he agrees to needing to have the keyless entry fixed but does not want to include the fire department at this time.

Mr. Stuban noted that the library roof lowest bid was for \$49,900 which is \$30,000 lower than expected. He mentioned budgeting to fix the borough building roof.

Mrs. Rakovan commented that there was a subdivision for the Sisters of St. Joseph. The paperwork has been submitted to the county for review.

Mr. Stuban asked and council agreed to get additional pricing for carpeting and flooring in the borough building.

**Public Works**

Not Present

**Police Chief**

Not Present

**Fire Department**

Not Present

**CEO**

Mr. Weber asked if the public works can cut the weeds back on the Harmony Road property where the house was torn down. There are complaints from the residents because the kids have to walk on the street to get to school. Mr. Stuban commented and council agreed that the constable serve the property owner with the citation.

Mr. Weber also spoke about the house on State Street that used to be a home for handicap people. The weeds are high, the house is unlocked and he can't find the owner to serve a citation.

Mr. Weber thanked everyone who helped with the Applefest.

**COMMITTEE REPORTS****Administration & Finance (John Shelkons)**

General Fund Balance	\$258,702	Expenses	\$80,913
Water Fund Balance	\$155,483	Expenses	\$48,733

**Public Safety / Building Properties & Grounds (Ted Kotula)**

Mr. Kotula addressed the discussion at last months meeting regarding the bus stops and shelters. He contacted John Snider who is the committee chair for the bus stop project as well as the bus drivers at BCTA. Mr. Snider addressed the speed of the buses with the drivers as well as their paying attention to the pedestrians in the cross walks. In regards to the bus shelter, Mr. Snider told Mr. Kotula that he would speak to others in charge to see if there is anything that can be done. This may be a

joint effort between Baden and BCTA but we will have to wait and see. Another option is an Eagle Scout project. Mr. Kotula noted that this is not Baden property and we can only reach out and make a request to BCTA. Further discussion took place regarding the bus stop on route 65 by Virginia Avenue. Mr. Kotula stated that he would look into it.

Mr. Shelkons gave an update on the electric for the park. The project is not complete, but it is being worked on. As for the spotlights, Duquesne Light can't put LED lights in but they can put a brighter watt bulb in.

### **Community Relations**

Mr. Stuban stated that the paving project is not complete. The engineer has contacted the contractor to find out when the paving would be completed so that they may do the walk through.

Mr. Stuban addressed last month's meeting correspondence regarding having something in memory of Chief Colaizzi. Mr. Stuban stated that he met with Sgt. Alvarez regarding his ideas. Mr. Stuban felt that a committee should be made up of the Mayor, police officers and whoever else so that they can come up with ideas and set guidelines. Ideas included a tree, bench, plaque and memorial stone. Mayor Gagliardi agreed that guidelines and price value needs to be set up.

Mr. Stuban presented to Council a request from the Fire Department regarding the new state law allowing tax credits to fire departments to maintain membership. Mr. Stuban stated that there would have to be specific guidelines. This is something to look at in the future not at this time. Mr. Trzcianka commented to wait and see what other municipalities do so we can use their ordinance as a sample. Mr. Stuban that this would cut from the borough budget approximately \$9,000.

Mr. Stuban addressed a PIRMA grant for safety. He would like to have the secretary apply for it and he asked that council think of some suggestions for the grant.

Mr. Stuban stated he will be making a motion at the end of the meeting to go into executive session regarding personnel negotiations.

### **Public Works (Dave Trzcianka)**

Mr. Trzcianka stated that the street sweeper should be out.

### **Library / Recreation & Communication (Suzie Furr)**

Library Fundraisers are being mailed out.

Mr. Trzcianka stated that the concrete on the top pad needs cut away and repaired and then the railing would be reinstalled. Mrs. Trzcianka commented that the carpeting on the other side is mossy and slippery. Discussion took place regarding the removal of the entire carpet and fixing the concrete. Mr. Trzcianka felt that the balance of the carpeting shouldn't be ripped up until next year. Mr. Stuban and Mrs. Montell thought it was going to be fixed this year. We don't know what is under the carpet and the glue would need to be scraped off. Mr. Trzcianka stated that a work order should be done to have public works tear the entire carpet up.

Mrs. Furr said the Applefest went well. The financial statement is forthcoming.

The Halloween Parade will be October 21<sup>st</sup> at 10:30 AM. It starts at St. Johns parking lot and ends at the borough building.

Mrs. Furr thanked everyone for helping with the Applefest.

Mr. Kolakowski (Constable) commented that he would be out helping on Halloween. He also noted that he would serve papers for Mr. Weber at no cost to the borough.

### **Sanitation, Recycling & Municipal Authority (Judi Montell)**

Mrs. Montell stated that Mrs. Badger from State Street School called regarding the planting of tulips in the borough park. Mrs. Montell stated that Representative Matzie was going to donate 150 bulbs. They were reaching out to Senator Vogel for an additional 150 bulbs. They plan to plant the bulbs this week.

**Mayor's Report**

Mayor Gagliardi pointed out our newly hired part time officer Doug Miller. He was a previous Baden police officer before becoming a state police officer for 20 years where he was a detective. He brings a lot of knowledge to our police department.

Mayor Gagliardi asked if police were going to be needed for the libraries wassailing event. The library is planning it for December 1<sup>st</sup> from 5:30 to 8:30.

**President's Report**

Nothing to report

**OLD / NEW BUSINESS**

Mr. Kotula asked council to consider appointing on person for specific projects giving an example of fixing up Tevebaugh.

**ADJOURNMENT**

**MOTION** by Mr. Stuban, second by Mr. Kotula, carried unanimously to adjourn the meeting and go into executive session regarding negotiations at 7:44 PM.

Respectfully submitted for approval



Elaine Klavin Rakovan  
Borough Secretary  
November 13, 2017