

PRE-MEETING BADEN BOROUGH COUNCIL FEBRUARY 19, 2018

Council President Judi Montell called the Pre-Meeting of Council to order at 6:30 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. Besong, Mrs. Furr, Mr. Kotula, Mr. Shelkons, Mrs. Singleton, Mr. Trzcianka and Mrs. Montell

ALSO PRESENT: Mayor Sam Gagliardi, Police Chief David Christner, Foreman Mike Josapak, CEO Bob Weber

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS

Joe Kostial from Franklin Avenue addressed council in regards to the condition of Franklin Avenue. In all of his life of living in Baden he has never seen a road in such horrible condition. He said that the patches that were made two weeks ago look like they were made two years ago. The cold patch is not tamped down properly and when it rains it washes out. Mr. Kostial had an additional question asking why the attorney has to attend hearings for the Code Enforcement Officer noting that it cost the borough \$1,450 to get \$200 back.

DEPARTMENT REPORTS

Secretary

.gov Domain

UP & Running Computers is setting up the .gov domain to link to our website which is .com. We are waiting on a bill from .gov so we may pay it and then start utilizing the .gov domain.

Check Scanner

Utilizing the check scanner and making deposits daily.

2017 Audit

The audit has started.

Annual Permit Compliance Report for Calendar Year 2017

The annual water compliance report for 2017 is due by March 9, 2018. It is being worked on.

MS4

Information supplied last month for the MS4 requirement regarding outfall maintenance. Will need addressed within the next few months. A meeting with Norfolk Southern is needed to address access to their property.

State Ethic Forms

Handed out last month - return to the secretary before May 1st.

Year-End 2017 Reports

1. Liquid Fuels report – Complete and filed
2. Recycling report – In progress
3. Water reports – In progress
4. DCED Financial reports – Complete and filed

Painting

Council Chamber is complete as well as the meeting room. Balance of the building is coming along nicely.

Letter for the Council Chambers

Cost to get lettering on the back of the Council Chamber wall will be \$350. Spelled out will be Borough of Baden Est. 1838.

Earned Income Tax

The DCED contacted the borough regarding Berkheimer asking about the borough's Tax Ordinance. According to Ordinance 476 from 1958 and Ordinance 749 from 1983 the borough imposed a tax of ½% on salaries, wages, commissions and other compensation earned by or paid annually to nonresidents of the Borough of Baden for work done or services performed or rendered in the Borough of Baden; The net profits earned annually of businesses, professions or other activities conducted in the Borough of Baden by nonresidents. The DCED changes our annual forms to reflect this tax. The borough has never collected from nonresidents. After looking online at other municipalities they too have the same verbiage in their ordinance. i.e. Economy Borough has the same verbiage but they too do not collect the tax from nonresidents. Council needs to decide what to do. Enforce the tax or amend the ordinance.

CDBG Application

Council was emailed questions and given an additional copy at meeting of information needed for the CDBG application. Mr. Josapak would like the projects to be looping Berry Street to State Street, replace the waterline on Berry Street from Ehman Ave. to the dead end, replace the Ehman Avenue waterline from State St. to Berry St., and connect Washington Street to Center Street.

PA Small Water & Sewer Program Grant

We need to slim down the number of fire hydrants that we'd like to replace because our cost is over the limits of the grant. The list was given to Foreman, Mike Josapak and Fire Chief, JR Baker to prioritize. The list has been given to council. Note that the Fire Chief prioritized by the pressure test since he does not know the actual condition of the hydrants themselves. Council needs to cut the list to a maximum of 34 hydrants.

Conversation took place regarding how to determine the number of hydrants and which one. A resolution will be needed for Wednesday meeting.

PSAB Annual Conference

This year's conference is June 10-13 at the Hershey Lodge. Let the secretary and council know if you are interested in attending.

Old Electronics

Waste Management's "At your Door" service picked up the old computers and monitors for the back room.

Right To Know

We had three Right-To-Know requests since last meeting. Two required the assistance of the solicitor to confirm that the actions of the Right To Know Officers were correct.

Mrs. Rakovan explained what responsibilities are involved with being the Right To Know Officer. She also explained how she does a phone (electronic/text) vote when necessary and confirmed that she contacts all of council when one is done.

Wooden Map File

Instead of paying to advertise the sale of the map file in the paper it may be more cost effective to go through Muncibid. The public would still be able to bid on the item.

Public Works

Mr. Josapak stated that he has two companies coming in to give demonstrations for leak detection equipment. He will have more information for next months meeting.

CEO

Mr. Weber reported that the Recreation Board is purchasing six more snowflake Christmas decorations. He asked that council purchase the other six. When they purchase 4 they get 2 free.

Mr. Weber is getting calls from residents complaining about water runoff from neighboring properties. His question is whether it is his job or the building inspectors job to address these complaints.

Mr. Weber addressed Harvey's property. He felt that he should be told to clean up the property and remove all the vehicles without stickers and plates and get the place cleaned up. He stated that Bob's Imports should be told the same. Mr. Weber stated that other municipalities have the Code Enforcement Officer go to all the garages and if they don't have a work order the vehicle has to go. Mrs. Montell stated that if this is what needs to be done then he should do it. Council discussion followed including past conversations with Harvey who stated that he would clean up his property and keep it maintained. Mr. Weber stated that he would go and talk to Harvey and give him so much time to clean it up. Mr. Kotula stated that maybe we should send Harvey a letter first giving him so much time before the CEO talks to him. The secretary was asked to send the letter.

Mr. Weber sent 17 letters to residents who did not clean their sidewalks.

Mr. Weber stated that next week he will be collecting the amusement taxes. Last year Albert Unis from the Riverview Hotel stated that he didn't have to pay the amusement tax because he took it to court and won. Mr. Weber asked Mr. Unis for a copy of the document. As of now Mr. Weber feels that they owe us for two years of taxes.

Police Department

Chief Christner noted that if the letters sent from the CEO are certified they will hold up better in court.

Fire Department

Chief Baker was not present.

COMMITTEE REPORTS

Finance (John Shelkons)

- General Fund Ledger Balance \$97,732
- Water Fund Ledger Balance \$57,275

Expenses \$110,508
Expenses \$48,789

Public Safety (Ted Kotula)

Mr. Kotula wanted to clarify some information regarding hiring of part time police since the last meeting. This is information for officers hired in 2017. In 2017 we hired 7 part time officers. Two of the 7 officers are no longer working for Baden. One of those two did not meet the probation and he signed the vest/uniform agreement. Right now with full time officers we have 12 officers (3 full time and 9 part time). Mr. Kotula presented the numbers to run a 12 hour shift rotation. We have to cover 730 12-hour shifts. With three full time officers and taking into consideration vacations we need to cover 217 shifts. He compared this to covering 8 hours shifts which would be the need to cover 148 more shifts and cost over \$6,000 more than 12 hour shifts. The cost to cover 12

hour shifts with part time officers is \$49,000. The cost to cover an 8 hour shift would be \$55,400. Our options are to continue to fill the voids in the shifts with part time officers, hire a full time officer or consolidate police departments. Over a three year period, 8 part time officers left for full time jobs. One officer has been arrested. One officer was removed from the schedule for too many call offs within a month and one did not meet probation. Mr. Kotula doesn't feel that we have a hiring problem with part time police. He stated that council has some decision to make and it is for them to determine what they want to do. Mrs. Montell stated that she is for hiring part time officers now, but she doesn't want to look at hiring a full time officer until the police contract is negotiated later this year. Mr. Shelkons stated that almost a year ago we looked at numbers but would have to update those figures.

Mr. Kotula spoke about other communities having the same issue with filling part time police. He presented an idea (thinking outside the box) of having a Beaver County Department pool of part time officers for all municipalities to pull part time officers from.

Mr. Kotula also mentioned that all police applications are to go through the main office so we don't miss any applicants.

Mr. Kotula stated that the four applicants from last month are still the applicants that he would like to present to council for hiring.

Mr. Kotula mentioned how there have been comments about where the police and public works are during work shifts. It was approved by council before and we should revisit putting GPS on the borough vehicles again.

Mr. Trzcianka questioned having 12 officers on the schedule but there being 17 W2's for 2017. Mr. Kotula asked the secretary to explain. This would include anyone who worked or had court in but no longer on the schedule. For example Spencer and Truskowski had court from the previous year which gave them a W2. Two hired but are no longer on the schedule which would be 14 and then we had three who had court.

Further discussion took place regarding how to keep part time officers. Chief Christner stated that the salary is one issue and the second is the part time officers not seeing a full time opportunity in Baden. He also stated that the 12 hour shifts are hard to fill with part time officers. Chief Christner stated that we have very good part time officers and the ones that left went on to great full time jobs

Building, Property & Grounds (Ted Kotula)

Mr. Kotula stated that the electric in the park will be finished with the change to better weather.

Mr. Trzcianka stated that the library cement work should be done on the next "good weather" day.

Public Works (Dave Trzcianka)

Mr. Trzcianka reported that there have been some problems with the big red dump truck.

Mr. Trzcianka asked Mr. Josapak to look at the two properties (Blanarik and Racioppo) where there have been water runoff issues to determine if it is a borough issue.

Mr. Weber stated that right in front of the curb by Racioppo's is a large whole in the blacktop that need repaired.

Mr. Trzcianka addressed the possibility of applying for the grant for traffic lights.

Municipal (Dave Trzcianka)

Nothing to report

Library (Suzie Furr)

Mrs. Furr stated that a representative from the county attended their meeting to give them updates on the library system and answer questions. They are still looking for a librarian. The new president for the library board is Mrs. Trzcianka.

Community Relations & Recreation (Dawn Singleton)

Mrs. Singleton presented the Parks and Recreation Report. Reorganization meeting new officers are Donna Michaels President, Butch Singleton Vice-President, Cami Deneen Secretary and Lesabeth Trzcianka Treasurer. Easter Egg Hunt is March 24th. A letter is being sent to the Legion asking that their parking lot be available for the Community Yard Sale. The Applefest will be October 6th. They discussed selling hot sausages if no one else sells them. The price for a vendor spot may be raised by \$5. The Recreation Board also discussed asking Sheetz and Speedway to put ads in the program as well as asking Heritage Valley to sponsor the Applefest. They also discussed the Christmas lights for the poles. They are buy 2, get 1 free. The Recreation board wants to buy 4 with 2 free. They are asking the borough to purchase the additional 4 with 2 free. She will make the motion on Wednesday to purchase the lights. There was conversation with the Mr. Josapak to confirm that we have the electrical access for 12 additional lights. There will be one light on each side of the garland.

Administration & Legislation (Bob Besong)

Mr. Besong has been working with Mr. Weber, Mrs. Furr and the Police Department. He will help Mr. Weber with cleaning up Harvey's and Bob's Import.

MAYOR'S REPORT

Mayor Gagliardi addressed the possibility of a county wide police department and the main issue being the different tax structures of the communities.

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

Mr. Shelkons mentioned a resolution for Wednesday's meeting regarding gerrymandering. A copy was given to council for review. He also stated that he has called Norfolk Southern in Georgia to get an update on the bridge repair and access.

Mr. Besong thanked Mr. Strecker for assisting residents with snow removal.

PRESIDENTS REPORT

ADJOURNMENT

MOTION by Mrs. Singleton, second by Mr. Trzcianka, carried unanimously to adjourn the meeting. Meeting adjourned at 7:46 PM.

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
March 19, 2018