

**PRE-MEETING
BADEN BOROUGH COUNCIL
AUGUST 13th, 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 Christner, Fire Chief Baker, Public Works Foreman Michael Josapak

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS

None

DEPARTMENT REPORTS

Secretary

Wooden Map File

Mr. Trzcianka placed the file on Municibid. One bid received. Mr. Trzcianka will present the final bid results.

Landslides

Forrest Street – Geotechnical Engineers are working on the design.

Circle Street - Cost came in at \$40,000. May need to bid out.

Culvert under Milton Street

Engineer is working on estimate

Jefferson Street House

Baden is the proud owner of the Jefferson Street House. Currently working on paperwork to get the property permanently tax exempt. Once this is done it may take a few months for final processing. Demolition quote received from Sipes was \$8,200 to tear it down and haul it away. Matt Cook gave a verbal quote of \$6,700.

Lease Renewal for T-Mobile

Solicitor is reviewing

Borough Roof

The contract is being signed this evening and then issue notice to proceed will follow.

No Smoking On Borough Property

During last month's meeting a motion was made to prohibit smoking on any borough property. As of now I am thinking of signs to be located at the end of the borough walkway, outside the borough doors upstairs and downstairs, fire department, library entrance and end of ramp, public works entrance....

Penn Energy

Penn Energy sent a lease agreement for the borough property by the Kellinger water tanks. The solicitor reviewed the document and stated that I try and ask for an extra \$500 per acre and they accepted. I have the new agreement. A motion may be made on Wednesday to sign and accept the contract. The original contract was \$3,200 and the new one is \$4,000.

Speedway Credit Card

Started the process to get the Speedway Cards.

Sidewalk

Engineer sent an email with pictures asking if this is what Council is looking for and the email was forwarded to Council to review and decide.

Newsletter

If you want to have a fall newsletter then articles will need to be turned into the secretary (via typed electronic file) no later than August 31st. So far the Mayor responded with an article.

Audit

The Auditor will attend Wednesday's meeting.

Water Tanks

Water tank inspection will take place either this week or next week.

Pickup Truck

The COSTAR price for a 2019 Ford F250 Super Cab Pick Up is \$28,560 (without the plow). Motion needed on Wednesday to approve the ordering of the truck which will not be in until around December.

Frank Tavern

Mrs. Tavern brought a copy of Frank's Chief agreement in and it stated that upon retirement the borough would maintain a \$3,000 Life Insurance Policy for him. The borough needs to follow through on this agreement.

Upset Sale of Tower (Baden Borough)

Crown Castle has been notified of the posting of the upset sale for their tower located on our Harmony Road Tank.

Tree for Memorial Park

The Giles family is asking permission to plant a tree in memory of Charles LeRoy Giles, Jr. They would plant and maintain the tree for several years until it is well rooted and self-maintained.

School Resource Officer Agreement

An email was sent to council with the School Resource Officer Agreement attached for review. A decision needs to be made Wednesday so that a copy may be presented to Prevention Network and Baden Academy for signature.

Advertisement for School Resource Officer

An advertisement was placed in the Beaver County Times this past Sunday for the School Resource Officer at an hourly rate of \$20/hour.

Public Works

Mr. Josapak updated council on the water pump replacement/rebuild. The pump has been installed but we are waiting for the motor as it is being rebuilt. Once this pump is up and running he will be sending out the backup pump for repairs, which is the older of the two. This pump has been working by itself now for 5 months straight. It is leaking and will need a complete overhaul. Once this is all complete he needs to have the pumps on the Prospect Street pump station repaired/rebuilt. He asked that Council budget for this in next year's budget.

While shutting down the main line for the pump repair a water line broke on Ehman Avenue. It was documented as a 4 inch line on all maps; however it is actually an 8 inch line. Because we didn't know the proper line size the leak detection equipment was not able to properly search for the leak because it requires entering the pipe size and length. Mr. Josapak commented that he wonders how many other lines in town have different pipe size than noted on our maps.

Mr. Josapak noted that he ordered the new truck. It should be in some time in December. He is getting a price for a plow and spreader. Discussion took place regarding how to prevent the floor boards from rusting out. Mr. Trzcianka commented that the newer truck may be aluminum then there should be no issue with rusting.

Mr. Josapak commented that he met with the DEP and in 2019 there will be more water testing and more paperwork.

Mrs. Montell stated that the departments should prepare their list of wants and needs for next year's budget for September. She noted that Mr. Josapak had mentioned the need for a new mower to her. Mr. Trzcianka asked Mr. Josapak to get a price for the pump repairs at the Prospect Station.

Mayor Gagliardi asked about painting a crosswalk on State Street by the alley by the post office. Since State Street is a state road discussion took place regarding what the guidelines were for crosswalks. It was noted that they would ask the engineer on Wednesday to look into this.

CEO

Not present.

POLICE CHIEF

Chief Christner stated that got prices for the two crosswalk signs coming into town. The price is \$400 each. He noted that he called the Penn Dot engineers and left messages for them, but they did not call back. Mr. Trzcianka told him to try talking with Matzie's office.

Mayor Gagliardi noted that the price for the 10 new crosswalk signs and post covers is over \$600 so since council approved \$500 he was going to purchase 8 instead so that he doesn't exceed the \$500. Council stated and agreed to spend the extra money and get the 10 signs for \$636.

Chief Christner stated that they interviewed three individuals for part time officer positions. One officer will be for the school. He also noted that the secretary put an advertisement in the Beaver County Times for another Resources Officer for the school. The three part time officers are Adam Beaver, Seth Misnik and Amanda Brown.

Chief Christner spoke to council about fixing up the Expedition (fixing rust and painting the entire vehicle black) because during school two of their vehicles will be at the schools and they need the extra vehicles. The cost would be around \$1,500 plus the decaling. He stated that he was going to look in his budget for the funds to cover the cost. Council will make the motion on Wednesday for the Expedition to be painted.

FIRE

Chief Baker went over his Fire Department Report.

- Hydrant testing should be completed this week.
- Businesses are continuing to comply with Knox Box Ordinance.
- Office of State Fire Commission Grant Final Report has been submitted and 2017-2018 grant is closed out. The 201-2019 OSFC Grant application period will open the first week of September.
- They started the process of replacing the personal protective gear. The first order is for 6 sets which total about \$17,000 which is being paid out of fire

department raised funds, and will be applying for another 5 to 6 sets with 2018-2019 OSFC Grant.

- Applied for some grant monies through the Walmart Foundation.
- Last vehicle to be inspected for the year is the Engine, which is scheduled for next week.
- Pump Testing will be taking place over the next month or two.
- SCBA bench testing and fill station testing will take place in September.
- Ladder testing of the Aerial truck will also be taking place in the next few months. He noted that he will arrange for the borough bucket truck to be tested too.
- As mentioned in the past the air bottles are due to expire in the next few years, they are looking into some different options that will save a considerable amount of money. Chief Baker will update as they move forward in this process.
- The QRS and Voluntary Rescue Re-certification official paperwork has been received and they are certified for another 3 years.
- They had H&A Service Company come in and give a quote to upgrade all lighting at the fire station to LED. The cost for materials is \$2,312 and the installation cost is \$1,639.80. They are asking Council to please consider covering the cost for the this project. In the long run it will save the Borough money on utility costs, as well as cost associated with bulb replacement. Total cost would be \$3,951.80.
- The Fire Department Family Picnic is on August 18th. They would like to extend the invitation to all of Council, the Mayor, Police, Borough Officer and Road Department.

Mrs. Montell asked about the fire hydrant testing. Mayor Gagliardi asked about the color of the hydrants. Chief Baker explained that the color of the hydrants correspond to the pressure water flow of the hydrant.

COMMITTEE REPORTS

Finance (John Shelkons)

Mr. Shelkons first questioned his concern of the part time officer's working too many weekly hours to be considered full time. Chief Christner explained that the maximum scheduled work week would be 32.5 hours. Discussion also took place regarding backup for the school officers. Chief Christner noted that regular part time officers would be the backup in necessary situations. He did note that the two officers hired for the schools will be sent to school resources officer training school.

Mayor Gagliardi asked if council received transfer taxes for the sale of the Villa. Mrs. Rakovan couldn't recall the exact amount but she said it was over \$50,000. She also noted that the borough needs to pay an additional \$60,000 for the bond because the percentages changed with the refinancing. Both the Mayor and Mr. Shelkons questioned why the percentage changed. Mr. Stuban was asked to help explain and he said that the new money all came for the general fund. The Mayor then asked why the bond payments in 2023 going to be \$293,750 and now we pay \$53,000. Without looking at the amortization schedule council could not answer the Mayor's question. (Later Mrs. Rakovan explained that the original bond percentages were for example 55% general and 45% water but the refinance gave the borough additional monies which the bonding company asked what it would be used for and the majority of the funding was for general fund purchases – fire truck, street sweeper, paving... so the additional funding payments are due from the general fund so that changes the percentages requiring a higher payment from the general fund. She also showed the amortization schedule which does not show a large increase in payments in 2023. The Mayor was looking at the audit which gave the total payment across 5 years from 2023-2028)

Mr. Shelkons asked about the Jefferson Street house. Mrs. Rakovan stated that the borough is now the owner of the property. She now needs to submit paperwork for a hearing to make the property tax exempt. This will take place sometime in September or October.

Genera Fund Balance \$206,680
Water Fund Balance \$122,978

Expenses \$155,366
Expenses \$131,302

Public Safety (Dave Trzcianka)

Mr. Trzcianka stated that they did meet with the police department and he would like to go into executive session after the meeting to go over police negotiation discussions.

Building, Property & Grounds (Ted Kotula)

Mrs. Montell asked Mr. Kotula to look into the condition of the library steps. Council agreed to have the engineer look at the steps and see if the same repair for the walkway may be used for the steps.

Public Works (Dave Trzcianka)

Mr. Trzcianka stated that the filing cabinet got a bid of \$1,050. He will make the motion on Wednesday to accept the bid. The bidder is from Baden.

Mr. Trzcianka recommended putting the old traffic signals lights that are in storage on Municibid. He said we may get a \$100 bucks for each one.

Municipal (Dave Trzcianka)

Nothing to report.

Library (Suzie Furr)

Nothing to report. The library meeting is tomorrow.

Community Relations & Recreation (Dawn Singleton)

Mrs. Singleton stated that the recreation board talked about sending out donation letters for next year's yard sale. The board is focusing more on the playgrounds around town. They are purchasing swings and making repairs where needed. Discussion took place regarding the repair of the merry-go-round. Mr. Shelkons stated that the bearings need repaired and the merry-go-round will need to be removed for repair, but it is cemented into the ground. Further discussion took place regarding if public works could dig it out. Mr. Josapak stated that the insurance company during inspection stated that the merry-go-rounds are unsafe. Mrs. Rakovan confirmed Mr. Josapak's comments and noted that we removed other old equipment (spring rocker and seesaws) per the insurance company's direction. Further discussion followed. Mr. Shelkons asked is there a certain dollar amount we want to spend on the repair. Mr. Trzcianka stated that public works should dig it out. Mrs. Trzcianka stated that a new swing set was purchased by the recreation board for the Schiller Street playground. She asked if council or the recreation board was going to pay for the merry-go-round repairs. Mr. Trzcianka said until we have a price he can't answer that. He also felt that the boards (recreation, library...) and departments must come up with a 5-year plan.

Mrs. Montell asked if the recreation board is doing any fundraisers. Mrs. Trzcianka stated that the Applefest will have a raffle and Mrs. Singleton stated that they were going to sale hot sausage.

Mr. Shelkons addressed the payment and cost for the Christmas lights. He stated that he has a check for \$3,466 for the Recreation Board which is the balance of the \$7,000 budgeted for them less the payment for the Christmas lights that totaled \$5,373 of which Council paid \$1,840. He wanted the board to know this since because the recreation board is not getting \$7,000 this year. Mrs. Trzcianka commented that because a board member screwed up with the purchase price of lights she doesn't feel council should pay any more than what was already given, however some rec board members felt that they should ask council for more money. Mrs. Montell and Mrs. Singleton stated that Donna Michaels did ask for additional money. They both agreed that council shouldn't

pay any additional money for the lights. Mr. Shelkons did note that the rec board did receive two generous donations for the Applefest.

Mrs. Singleton stated that they are looking at getting pea gravel for S&S because they have the cheapest price. She also had Mr. Josapak measure the playground so they could put boarders down.

Administration & Legislation (Bob Besong)

Mr. Besong brought in old pictures of Baden that will be put in next year's Borough Calendar.

MAYOR'S REPORT

Mayor Gagliardi noted that each new hire part time officer has their own body armor and gun. Mayor Gagliardi also asked that the money from the sale of the filing cabinet go toward the repair of the police car.

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

Mr. Stuban stated that on behalf of the Municipal Authority they received a letter of resignation for Pat McFarland. He asked that council accept his resignation at Wednesday's meeting.

Mrs. Trzcianka stated that Kami Deneen also resigned from the Recreation Board so her resignation also needs to be accepted by council during Wednesday's meeting.

Mr. Trzcianka stated that attorney Zane Madden informed him that they were unable to find any policy regarding GPS policies for municipalities. He asked that council members make a list of what they feel should be included in the policy.

PRESIDENTS REPORT

EXECUTIVE SESSION

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to go into executive session at 7:36 PM regarding negotiations.

MOTION by Mr. Besong, second by Mr. Trzcianka, carried unanimously to return into session at 8:34 PM.

ADJOURNMENT

MOTION by Mr. Trzcianka, second by Mrs. Furr, carried unanimously to adjourn the meeting at 8:35 PM.

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
September 17th, 2018