

**PRE-MEETING
BADEN BOROUGH COUNCIL
FEBRUARY 12TH, 2020**

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: Mrs. Furr, Mr. Kotula, Mr. Shelkons, Mrs. Singleton, Mr. Trzcianka and Mrs. Montell

NOT PRESENT: Mr. Besong

ALSO PRESENT: Mayor Sam Gagliardi, CEO Bob Weber, Fire Department Asst. Chief Pat McFarland, EMC Matt Loftus

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

VISITORS

- None

DEPARTMENT REPORTS

Secretary

1. **USDA Grant/Loan**
Forwarding 2019 year-end financials, this is the final piece of information that they need.
2. **Trailer Court**
No update
3. **Water Tank Maintenance Schedule**
Engineer is working on the maintenance schedule and what needs to be contracted out.
4. **Baden Properties to Sell**
No update
5. **Speed Humps/Traffic Calming**
Engineer marked Virginia Avenue and Wayne Street for speed hump locations.
6. **Traffic Camera System (County)**
No update. Solicitation of local business for funding support is to be done by the Mayor and county representatives.
7. **Teamster Pension Grievance**
Grievance #0716 was submitted on January 31, 2020 regarding lost interest for 2019. The pension company supplied a spreadsheet with comparing the rate of returns between what the grievance stated versus actual deposits for 2019. The letter withdrawing the grievance was received on February 10, 2020. The letter also stressed the hope of the grievance withdraw will go a long way in relieving the tension between the employees and council and allow for the coming years to be cordial and respectful.

8. Civil Service Rules and Regulations Update

Given to Civil Service Board. They are to meet this month.

9. Paving Project

Will be done in the spring.

10. Posting of one side parking on North Avenue

Ordinance has been advertised for adoption at next week's regular meeting.

11. Emergency Operations Plan (EOP)

Matt Loftus, Emergency Management Coordinator has updated EOP. A motion is needed to sign the promulgation in acceptance of the updates. (All of council will need to sign the promulgation)

MOTION by Mr. Kotula, second by Mrs. Singleton, carried unanimously to sign the EOP promulgation in acceptance of the updates.

12. Young Lungs at Play FREE Program

The solicitor amended the no smoking ordinance. It is included in council's packet for review. A motion to advertise may be made at the regular meeting next week.

13. State Ethics Forms

Council has been given the forms. They are due by May 1, 2020.

14. Air Conditioning and Heating

Since last meeting we had a heating repair for the police department and fumes at the borough garage. The repair for the police department was a repeat (at least 3 times) problem. Since it was evening HomerNine was contacted and they arrived within the hour. They ended up putting a new pressure gauge in and it seems to have fixed the problem. HomerNine also looked at the garage where it was determined that the smell was from kerosene that was being used to clean brushes.

HomerNine was asked to give a cost for maintenance of our heating and cooling system as well as a cost for replacement since the furnace is the original from 1999. They also noted that the A/C units outside under the bridge is the worse location as it does not permit air circulation and cause inefficiency of the unit. They also are the originals from 1999.

15. Vacation Schedules

Vacation schedules have been given to all employees to fill out their planned vacations for the year.

16. Radio Service at Class Academy

The solicitor was concerned about this matter not being resolved as it is a safety issue that needs to be addressed. Chief Christner stated that Bearcom's new proposal of equipment and installation recommended by Alton Spencer came in at \$20,148.40. Mr. Angus at Class Academy informed Bearcom that they could not afford this cost. Chief Christner contacted Luttamus Communications who has given a price of \$7,048.45. It is recommended that council make a motion next week to have the solicitor send the lower cost information to Class Academy informing them of the importance and liability (safety) issue regarding this matter and that they should find the funding to install the equipment.

MOTION by Mr. Trzcianka, second by Mr. Kotula, carried unanimously to have the solicitor send a letter to Class Academy regarding radio service within their building.

17. Parcel 13-004-0300 located on Ohio River Blvd

In the repository for past due taxes of 35 years (approximately \$86 in total for Baden). Asking for exoneration of taxes.

18. Earth Day

Sister Kari Pohl sent an email asking the borough to participate in this year's Earth Day that will be held on Saturday, April 25th from Noon to 3:00 PM in the new parking lot by the Sisters of St. Joseph.

OFFICE/ADMINISTRATIVE EXPENSES FOR FEBRUARY 2020

As noted during the January meeting office supplies were ordered from Bauman Office Supplies. Our order will include file folders, file boxes, pens, note pads, envelopes... Stamps were also purchased to mail out the water bills. Paper towels were ordered from Bauman. We should be good for about 4 months.

LEGAL MATTER

MOTION by Mrs. Singleton, second by Mrs. Furr, carried unanimously that the owner of the property and structure located at 547 State Street be served with written notice to remove the structure pursuant to Chapter 59, Section 59-2 of the Borough of Baden Code of Ordinances. This notice is based on the inspection of the property conducted on January 21, 2020 by the Building Inspector of the Borough of Baden.

Public Works

Not Present.

Code Enforcement Officer

- **Certified Letters**

Mr. Weber met with the magistrate at the beginning of the month informing him that the borough is trying to find ways to cut costs. He asked the magistrate if all letters need to be sent certified and the magistrate stated that they do not need to be sent certified.

Mr. Kotula commented that he felt that Mr. Weber should send a certified letter after three non-responses to regular mailed letters.

- **Attorney**

Mr. Weber asked the magistrate if the attorney was required to attend all hearings and he stated that this was strictly up to Mr. Weber if he wants the attorney present. Mr. Weber stated that there would be certain times that he would want the attorney present.

- **Smart Phone**

Mr. Weber asked for a smart phone so that he would be able to print pictures directly to the printer in the officer and avoid the extra expense of printing pictures at Walmart.

- **Harvey's Fence**

Mr. Weber asked about Harvey's not having a solid fence, as he thought Harvey was supposed to put a solid fence up so that you can't see all the junk. Mrs. Rakovan stated that she would contact Harvey regarding this matter.

FIRE CHIEF

Not present, report supplied and reviewed by Mr. Kotula.

- **Fire Grant**

Mr. Kotula asked if we were all in agreement regarding the awarded grant for the fire department and the borough supplying the match for the grant. Mr. Kotula stated that they went over the grant and the verbiage and that the grant is fine. Mr. Trzcianka disagreed and stated direct from Lori Bainbridge at the grant place volunteer stations cannot be considered 24/7 and he has that writing. Mr. Kotula asked Mr. Trzcianka if the verbiage in the grant itself is incorrect. Mr. Trzcianka stated that he did not get into specifics with Bainbridge, however the information given to council was incorrect. Mr. Trzcianka stated that the box is checked on

the grant stating that we are staffed 24/7 and this is incorrect. Matt Loftus (Fireman and EMC) stated that he will contract the grant agency and get this matter clarified. Mr. Trzcianka stated that there is a help desk for the grant. He did not give specifics, he only asked about bunk rooms which we do not have. Beds were added to the day room after the fact.

Mr. Shelkons and Mr. Kotula stated that the grants read having the capability of staffing 24/7. Mr. Trzcianka stated that he was told that volunteer fire departments may not staff 24/7. Mr. Trzcianka stated that he really doesn't care but he wants to go on record that if and when the fire department gets audited we are not responsible for paying back \$50,000. Mr. Trzcianka stated that he did that grant three times and knows the guidelines and he called to make sure things didn't change.

Mr. Trzcianka also noted that he is on public safety and he has not notified of any meetings.

- **Tool Bash**

Mr. Kotula congratulated the fire department on another successful tool bash.

Police Chief

Not Present

COMMITTEE REPORTS

Finance (John Shelkons)

General Fund Balance \$156,371
Water Fund Balance \$175,618

Expenses \$90,404
Expenses \$68,130

Public Safety (Ted Kotula)

- **Wayne Street**

Mr. Kotula discussed the possibility of making Wayne Street one-way before putting in a speed hump. Discussion followed which included if a traffic study was needed.

Building, Property & Grounds (Ted Kotula)

- **Fire Hydrants**

Mr. Kotula asked about making a plan to replace fire hydrants this year. Mr. Trzcianka commented that they were approved to 5 last year. Mr. Kotula stated that he'd like a plan to get 5 done this year. Mr. Trzcianka stated that he would like to make sure that all the hydrants get flushed. Mr. Shelkons stated that a time frame should be given. Mr. Trzcianka commented about putting a work order in for replacing them and it shouldn't matter what the size of the waterline is because water from a 4 inch line is still water. Mrs. Rakovan commented that the USDA Grant/Loan did have fire hydrants included in submission paperwork.

- **Dump Truck**

Mr. Shelkons asked about putting the dump truck on municibid. Mr. Trzcianka asked that the pictures be emailed to him so that he can do the advertisement. He noted that he could not get the pictures to upload from his phone.

Public Works (Dave Trzcianka)

- **Small Cell Facilities**

Mr. Trzcianka spoke to council regarding an article in the Borough News regarding Small Cell Facilities. The law firm that specializes in this matter is located in Pittsburgh. He asked that the secretary get some prices from the law firm as to the cost for their services to review and write guidelines regarding small cell facilities.

Municipal (Dave Trzcianka)

Nothing to report

Library (Suzie Furr)

Mrs. Furr stated that Heather Blarrik is the new library board member appointed by their board. During their meeting they discussed fundraisers and activities.

- **Murder Mystery**
Mrs. Trzcianka asked if the library Murder Mystery could be posted on the borough Facebook page as well as their website.
- **Trees**
Mrs. Montell stated that Mrs. Furr has applied for getting free trees. She stated that if the trees are nurtured properly we can plant them up in the park.

Community Relations & Recreation (Dawn Singleton)

- **Reorganization**
President is Clarence Singleton, Vice President is John Shelkons, Secretary Harold Stanton and Treasurer Dawn Singleton.
- **Banners**
There are 19 banners ordered so far and the legion is going to scan and send them to Mrs. Singleton for submission to the banner company. Last date for the banners will be April 15th.
- **Newsletter**
Articles are due by the end of the month.

Administration & Legislation (Bob Besong)

Not present

- **Park Electrician**
Mr. Shelkons explained the situation with the constable serving the individual and the fact that there is not much to auction off. Discussion took place regarding giving the electrician a time frame to complete the project and if not done we sell what we can to get back the money. Mr. Shelkons also noted that he wants to see the work and make sure that he sees what the electrician is doing. It was determined to give him until mid-April (45 days) from March 1st. The goal is to get this done without costing us anymore money.

MAYOR'S REPORT

- **Bus Stop Garbage Cans**
Mayor Gagliardi stated that Beaver County Transit Authority would like to put garbage cans at the bus stops but would like the borough to be responsible for collecting the garbage. Council had no issue with the borough collecting the garbage.
- **Electronic Sign**
Mayor Gagliardi asked if there is any information regarding the installation of an electronic sign at the end of the borough driveway.

Old Business Not on the Agenda, New Business or Unfinished Business**PRESIDENTS REPORT**

Nothing to report

ADJOURNMENT

MOTION by Mrs. Singleton, second by Mrs. Furr, carried unanimously to adjourn the meeting at 7:42 PM.

Respectfully submitted for approval,



Elaine K. Rakovan
Borough Secretary
February 19th, 2020