

**PRE-MEETING
BADEN BOROUGH COUNCIL
MARCH 9TH, 2021**

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, Mr. Shelkons, Mrs. Singleton, Mr. Stuban and Mr. Trzcianka

NOT PRESENT:

ALSO PRESENT: Mayor Montell

ACKNOWLEDGEMENT OF OTHER RECORDING DEVICES

AGENDA (Changes and/or Deletions)

RESOLUTION – (Attached for Public Review)

- 22-01 Requesting a Statewide Local Share Assessment grant from the Commonwealth Financing Authority to be used for water tank repairs and maintenance.

MOTION by Mr. Stuban, second by Mrs. Singleton carried unanimously to adopt resolution 22-01.

VISITORS

None

DEPARTMENT REPORTS

Manager

1. **Baden Properties to Sell**
No response from Habitat for Humanity.
2. **Speed Humps/Traffic Calming**
Will install in the spring.
3. **Theater**
Code Enforcement Officer has filed with the magistrate. Waiting for hearing date.
4. **Water Ordinance Update**
Working with the Solicitor.
5. **Time Clocks**
Office and Public Works time clocks are set up. Still need to do the police department.
6. **Phone System & Go Net Speed**
Started the process to move forward with the upgrade.
7. **Cameras for Water Tanks**
No update.

8. Condominium/Row Houses

After discussion with the attorney, he said that the ordinance should be done after the Planning Board approves the subdivision of the property.

9. Library project

There are pock marks on the concrete. Unfortunately, the blue salt that was used on the new concrete caused the pock marks. This is not an issue with the concrete.

10. New Flooring

The floor in the community room and hall area is complete. They are working on the police department.

11. Workers Comp and Safety Board Committee

The first meeting will be in March 14th.

12. 15 Minute Parking

Confirming wording for signs. Ordinance will be ready for next week meeting.

13. SPC Regional Traffic Signal Grant

Had a meeting last week. The goal is to advertise the bids in November. If there is enough funding they would like to include actual walk/don't walk signs.

Mr. Trzcianka asked that during the next meeting with the SPC that we question the how the traffic preemption works because the current system on Route 65 doesn't work.

14. Beaver County ARPA Municipal Infrastructure Grants

Engineer is working on the spec for the inlets (storm sewers)

15. Annual Water Report

Submitted the DEP Water Permit Compliance Report. There is an increase in lost water. Foreman Josapak was notified. Some reasons for the loss of water would be the overflow of the water tanks during the time when the SCADA system was down. Mr. Josapak stated that they are looking for a leak.

16. PSAB Conference

This year's conference is May 22 – 25 at Hershey Lodge. Please let the borough secretary know by next month's meeting if you plan to attend.

17. County Meeting

The Beaver County Commissioners and the Emergency Services are working together to upgrade to digital radios. Meeting will be March 16, 2022 at 2:00 PM in the Community College Dome. To be included in the project there must be representatives from the borough and a list of radio needs for the both the police and fire department. Following this meeting there will be a meeting with the commissioners regarding the reassessments of properties.

Discussion took place regarding how the county plans to distribute the funding/radios and the possible additional cost to the borough as well as possible grants.

Mr. Baker stated that Matt Loftus will have the fire department radio information for the meeting.

18. CBDG Application

Application is complete and being submitted to the county for consideration.

19. Resolution for Disposal of Old Records

There will be a resolution next week for the disposal of old records under the state guidelines.

Public Works

Backhoe - Mr. Josapak reported that both tires on the backhoe had to be replace.

Ambridge Water Break - Mr. Josapak stated that we never got notified of the break and this is a repeat of very time there is situation. The last time in 2018 a similar situation happened and Mr. Josapak along with Randy Dobich at that time met with Ambridge Water Authority to discuss how Baden needs to be notified. AWA agreed with everything and stated that it would never happen again, and it did.

Pump House Back-up Pumps - Mr. Josapak stated that the number two pumps at each location needs to be serviced. The main pumps were done but the back-up pumps need looked at. Mr. Trzcianka stated that this was approved a while ago and it should be done immediately.

Grater – The grater is running, but has not been used yet.

West View Water / Tevebaugh Road – Mr. Stuban stated that although West View Water was verbally told that they got grant funding, they have not received anything in writing (confirmation) at this time.

Road Conditions – Mr. Josapak stated that a lot of roads in town really deteriorated over the past year. Mr. Trzcianka stated that council needs to drive around and look at the roads. He also asked Mr. Josapak to supply a list of roads too.

Truck - Mr. Josapak stated that if not this year, then next year we will need to replace one of the plow trucks. He gave a list of the public works vehicles and their ages to the council. Mr. Trzcianka asked for the milage and/or operation hours for each vehicle.

Speed Tracker – The equipment is not working. The batteries were replaced last time and it still does not work. Mr. Trzcianka asked Mr. Josapak to see if he could get a price to repair it.

Code Enforcement Officer

Not Present

Police Chief

Not present. Mayor Montell asked council to consider hiring Matt Picinnini who would like to work in the school as a resource officer. He already had his certifications.

Fire Chief

Chief Baker stated that there were 23 calls in February. 54 calls year to date. He stated that fire department has made some adjustments to the proposal for the fire department spidend program. He went over it with the public safety committee during a recent meeting and a copy was give to council for review. Mr. Stuban went over and explained what the stipend program involves. The fire station is staffed three days per week on Monday, Wednesday and Friday from 5:00 to 10:00. Mr. Stuban stated that council needs to look at the information and move forward to decide what we are going to do with the stipend program.

International Fire Code Ordinance – Chief Baker stated that he did supply information to the attorney regarding the adoption of the international fire code.

ISO Review – The review was completed. The final report should be completed and submitted to the borough within 60 days.

Group Training – Group Training with the Ambridge School District started last month.

Fire Depart Squad Truck – A committee was formed to look at replacing the squad in the future. In the mean time they did pay for the repairs to keep the current vehicle operational.

Tower – The tower will be inspected on Thursday.

Fire Whistle – Chief Baker stated that the fire siren is not used. He stated that it could be taken off the insurance. Discussion took place possibly selling the siren for parts.

COMMITTEE REPORTS

Finance (John Shelkons)

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|----------------------|-----------|----------|-----------|
| General Fund Balance | \$230,470 | Expenses | \$119,467 |
| Water Fund Balance | \$336,814 | Expenses | \$148,531 |

Public Works, Sanitation & Municipal Authority (John Jones)

Bobcat - Mr. Jones presented information to purchase a Bobcat with plow, bucket and forks for a cost of \$37,191.29. It will assist with snow removal on sidewalks and borough property as well as assist with other projects within the borough.

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

Computers - Mr. Bosh stated that he reviewed the computer specs and everything looks reasonable and within reason for pricing.

Website - Mr. Bosh went over his plans for the website layout and information to be included on the site.

Social Media – Mr. Bosh reached out to the administrator for the old recreation board Facebook page and have not received a response back. He is reaching out to Facebook now for assistance.

Library – Emergency signs need batteries and the doorbell ringer needs to put up. Mr. Trzcianka asked that dirt be put along the walkway where the soil has sunk. Mrs. Trzcianka stated that they did not know about not putting salt down on the sidewalk which caused the divots in the concrete. Mr. Josapak stated that they use the green salt product which is safe for cement and pets.

Newsletter – Deadline for submission is now March 15th.

Borough Manager Position – Mr. Bosh stated that when he attended a meeting recently for newly appointed councilmembers they discussed having to do an ordinance to hire a borough manager and he asked if this was done. One was not done and Mrs. Rakovan stated that she would call the solicitor in the morning to address this question.

Administration & Legislation (Doug Miller)

Nothing to report.

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

Banner Program - Mrs. Singleton stated that they are continuing with the banner program. She reached out the company regarding the price changes. As soon as she gets updated information from the company she will update the forms and social media information.

Easter Egg Hunt – April 9th at 10AM in the park. Mrs. Singleton did ask Chief Christner for police to be present because of the all the children that will be crossing the road.

Easter Bunny Costume – The library will be borrowing the costume for pictures with pets at the library immediately following the Easter Egg Hunt.

Signs for the River Front - Mr. Shelkons asked if the attorney gave guidelines for the property signs at the river front. Mrs. Rakovan stated that the attorney said the sign should say Baden Borough Property Line. Further discussion took place regarding adding no dumping signs as well as in between the Baden Borough Property signs. Mr. Shelkons stated that he will check to see how many signs need to be ordered.

Public Safety (Michael Stuban)

Shed – Mr. Stuban stated that council needs to determine what size and type of shed we want to replace the sheds in the front of the building. He supplied a copy of some information. Mr. Trzcianka said that we will look after meeting tonight.

Incentive Program for Fire Department – Mr. Stuban stated that the maximum cost to the borough will be \$15,000 per year. He asked that council discuss this amongst themselves and firefighters. Mr. Stuban would like to move on this no later than June.

Inspections of Commercial and Rental Property - Mr. Stuban addressed the inspection costs, how often and guidelines for inspections.

Efficiency Experts – The Local Government Academy has a free service where they come in and evaluate the various departments to observe and give recommendations for improvements. A resolution is needed and will be presented next week.

Police Vehicle – Mr. Stuban asked that council consider purchasing a used vehicle for the school resource officers and to have a magnetic sign placed on the doors. Discussion took place regarding concerns with the vehicle not being upfitted with police equipment.

Thank You Dinner – Mr. Stuban asked if council would approve having an appreciation dinner for borough employees and fire department. We use to have them years ago. He would like to have it in the Spring.

Emergency Water Alert – Mr. Stuban thanked everyone who helped. The officer staff, public works, police, fire department and emergency management. Everyone did a wonderful job. There were issues regarding Ambridge Water Authority (AWA) not notifying Baden Borough about their break. Another with AWA not wanting to supply bottled water to our residents. Confusion with people not following the official borough Facebook page and following a Baden community organized comment Facebook page. We are asking for a meeting with Ambridge Water to go over this as well as a meeting with Emergency Management Coordinator to address what needs to get done. Once an emergency is declared, the Emergency Management Coordinator is in charge. All of council and the employees need to know what is involved and know how to work together in an emergency situation. Mr. Trzcianka stated that every department should write up a list as to what went wrong and right during this emergency so that we can have a list to work off of.

Mr. Trzcianka stated that he has nothing against the Baden Community Facebook page, however people were writing things wanting Baden to answer and he did not answer because it isn't the Baden Borough Facebook page. He was hoping that something could be out there correcting this situation. Mr. Bosh suggested asking the other Facebook page to tag the borough for official Baden Borough information.

Mr. Trzcianka also addressed the borough possibly purchasing water buffalos for drinkable water.

Full Time Police Applications – As of today we have received 5 applications for the full-time police position.

Code Enforcement Officer – Interviews were conducted for the Code Enforcement Officer position. Three applicants were able to come in for interviews (Dennis Baker, Jack Spencer and Tina Jones). We also had a resume sent in by Brian Buffalini for council to consider. All applicants are capable of the doing job. Mr. Stuban liked the idea of going with Tina Jones since she is police officer and we could make it a police officer position with code enforcement. Once council decided who they want then the pay will need to be discussed by council. Mr. Stuban would like to bring this up for vote next week.

MAYOR'S REPORT

Mayor Montell thanked Mrs Rakovan, Mr. Josapak, Kevin Mutschler, Fire Department and the employees for doing such a wonderful job with the water fiasco.

Mr. Stuban added a thank you to John Jones because he was down helping with the fire department to distribute water.

PRESIDENTS REPORT

Comprehensive Plan - Mr. Trzcianka would like to put a comprehensive plan together. He will put his list back together so that we could put our ideas together.

Handicap Signs – Mr. Trzcianka asked what is happening with confirmation of handicap signs. Mrs. Rakovan stated that officer Stitt went around town and got the addresses of the properties with handicap signs. He will be sending out a letter to the residents asking for confirmation of their state handicap registration.

GEOTracking – Mr. Trzcianka asked council to authorize the placement of birdhouse looking boxes in Baden for GEOTracking which is a treasuring hunting game for adults. There is no cost to the borough and they will be maintained by the individual who is putting them in. He stated that he would ask the individual to get his state clearance like the schools require.

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

ADJOURNMENT

MOTION by Mr. Jones, second by Mrs. Singleton, carried unanimously to adjourn the meeting at 7:21 PM.

Respectfully submitted for approval,

Elaine K. Rakovan
Borough Secretary
April 18th, 2022