

REGULAR MEETING BADEN BOROUGH COUNCIL JUNE 15TH, 2022

No Pre-Meeting on June 8th due to lack of quorum

Council President Dave Trzcianka called the Regular 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 Judi Montell, Fire Chief & CEO Dennis Baker, and Officer Derek Shipley

AGENDA (Changes and/or Deletions)

VISITORS

- Lori Tomb from 749 Hillcrest addressed council in regards to an 85-foot section of Essex Street that belongs to Baden needing milled and paved. Council stated that they will have the engineer look at it. She also addressed the vacant property on Ehman with overgrown grass/weeds and the collapsed swimming pool. Council stated and the CEO confirmed that the vacant property is in the legal process, cited and waiting for a court date.
- Ryan Eichhorn addressed council in regards to his Ehman and Jefferson Street properties. He met with the Beaver County Planning Commission regarding the subdivisions and everything with his properties and they told Mr. Eichhorn that he doesn't need to go before the UCC Board and council can override everything. Mrs. Rakovan explained that the subdivision and the building permit/occupancy permit are two separate issues. There is no issue with the subdivision and it is going through the normal process with the Baden Planning Board. The building and occupancy permit is handled by our third party (BIU) who must follow the State Uniform Construction Code. Council can't interfere in this process and it must go before the UCC Board. Council stated that they are going to meet with the building inspector to address this matter.

MINUTES

MOTION by Mrs. Singleton, second by Mr. Stuban, carried unanimously to approve the minutes of May 11th and 18th, 2022 .

BILLS TO BE PAID

MOTION by Mr. Stuban, second by Mrs. Singleton, carried unanimously to pay all bills with two signatures.

BIDS – None

RESOLUTIONS – None

ORDINANCE – *Advertised in the Beaver County Times for review*

974 - Stormwater Management Ordinance replacing Ordinance 840.

975 - Ordinance regulates the subdivision and development of land within Baden Borough pursuant to the authority set forth in the Pennsylvania Municipal Planning Code, Act 247 of 1968, as re-enacted and amended.

976 – Ordinance creating the position of Borough Manager.

MOTION by Mrs. Singleton, second by Mr. Stuban, carried unanimously to adopt Ordinances 974,975 and 976.

CORRESPONDENCE - None

DEPARTMENT REPORTS

MANAGER

1. **Baden Properties to Sell**
No response from Habitat for Humanity or Pete from the American Legion.
2. **Speed Humps/Traffic Calming**
Waiting on council direction as to whether they want to install the speed hump.
3. **Theater**
New Code Enforcement Officer will address this matter.
4. **Water Ordinance Update**
Will be working with the solicitor on this matter.
5. **Time Clocks**
All departments are set up for full time employees.
6. **Cameras for Water Tanks**
No update.
7. **Library project**
Repairs won't be done until consistent temperature above 65 degrees.
8. **SPC Regional Traffic Signal Grant**
No update at this time.
9. **Beaver County ARPA Municipal Infrastructure Grants**
Engineer is working on the spec for the inlets (storm sewers)
10. **Civil Service Testing**
Test is complete. Civil Service will address outcome with council.
11. **2021 Audit**
The audit is being worked on.
12. **Plate Capture Solutions Inc. Agreement**
Sent a copy of the agreement to the solicitor for review so council may make the motion to sign.

MOTION by Mr. Stuban, second by Mrs. Singleton, carried unanimously to sign the agreement.

13. Meeting with Ambridge Water Authority

Will be setting up the meeting with AWA.

14. Meeting with Police FOP

Will set the meeting regarding the police questioning the tint removal on the police cars.

15. 2021 CCR

The engineer will be working on the Water CCR. Will have posted to the website and Facebook by the end of the month.

16. Portion of Essek Street

There is approximately 85 feet of Essek Street that is in Baden Borough. A resident asked that it be included on our paving project list.

17. Monitor for the Borough Office

There are live wires that need to be checked out by the electrician before we can have the computer/server wires run for the connection. The live wires are too close to the access point in the ceiling.

18. Cleaning and Video taping of State Street Storm Sewers.

Tri-State Maintenance can do the work for \$5,640 (estimate of three days of work). Would like Public Works to open all lids to make sure they are accessible and put up no parking signs along State Street. They will clean, jet and televise the State Street sewers. If we do not have a place to dump the debris from the sewers there may be an additional cost due to the time it will take to move the debris to another location.

Mrs. Rakovan noted that the engineer did think that council may want to get a quote to the storm sewer on upper Harmony Road that is being undermined as he felt this was a more serious problem. Council discussed if the repair may be done in house. Mrs. Rakovan stated that it could, however the backhoe cannot pick up the cement catch basin. Mr. Trzcianka commented that the prefab shouldn't weigh more than 200 pounds and our backhoe can easily pick it up. He also noted that we should still get three quotes and see out quickly it could be repaired.

MOTION by Mr. Stuban, second by Mr. Jones, carried unanimously to have Tri-State Maintenance clean and video tape the State Street Storm Sewers and to get a quote for the upper Harmony Road storm sewer.

PUBLIC WORKS

- **Rafa System** – Mr. Stuban asked if the system was down again. Mrs. Rakovan explained that it was done and after looking further into this matter it was another lightning issue. We never had this issue before the 911 Tower was put up. When the 911 Center put their equipment up by the tanks they put lightning rods (grounding) in for their equipment. Baden had an issue with lightning prior to the tower so they did not have any lightning rods (grounding). Mr. Josapak has contacted the electrician who will be fixing this problem.
- **Skid Steer** – Mr. Jones asked if anyone knew why we were renting/using Jules Tree Service skid steer. Mrs. Rakovan commented that we are not renting it, but he (Jules) is letting Rodney Keenan use it when needed.

POLICE DEPARTMENT

- **New Police Car** – Officer Shipley stated that the new police car is in service.

- **Expedition** – The expedition is being repaired and should be ready in about two weeks.
- **Citations** – Mr. Stuban stated that the chief gave them a list of citations for last month. He said that was an excellent report and asked Mayor Montell to get a year-to-date list so that council may see the progression.

FIRE DEPARTMENT

Fire Chief Dennis Baker went over his report as follows:

Incidents /Training:

26 Incidents for May
122 Total Incidents year to date

Class, Training and Staffing Hours for May: 20 Firefighters 266 hours

4 Firefighters completed their Firefighter 1 Certification Test, all successfully passed the particle portion and are awaiting final results of the written test.

3 Firefighters successfully completed the psycho motor skills portion of the EMT Test and are in process of scheduling the cognitive / written portion of the certification test.

In the process of working on acquiring 2 buildings in town to hold live burn classes through the State Fire Academy.

We will have the Academy on the Road Program through the State Fire Academy in town in November hosting a class with the state's flashover simulator.

Last week we welcomed new probationary member Phillip Tkatch to the department, Phil is a National Registered EMT and already has part of his entry-level firefighter training completed.

Apparatus:

Tower 47 and Engine 47 had pump testing completed

No Update on the New Pickup truck

Grants:

FEMA AFG Grant, no update

FEMA SAFER Grant, no update

Paperwork was signed and sent back to the county for additional radios through the county radio program.

Consolidation Study Baden / Harmony:

Deputy Chief Floyd Wise from Harrisburg is actively working on our study through the DCED.

Controlled Burn

The Fire Department will be doing controlled burn on a house on Jefferson Street. Chief Baker will get the information for the insurance company.

CEO

Code Enforcement Officer, Dennis Baker went over his following report:

- 70 Code Issues have been addressed since March
- 41 of those have been abated
- 29 are still in progress
- 533 Ehman has been condemned, due to lack of progress with the mortgage company a citation was filed with the magistrate.
- 755 Schiller has been condemned, the mortgage company is being more cooperative, however, no onsite improvements have been made yet.
- Due to safety concerns, Duquesne Light was notified to shut power off at both locations.
- Amusement Taxes, three locations were notified in April by letter of Amusement Taxes due, and one location has paid by the deadline of May 16th. Due to these taxes not being collected in the past few years I sent a second and final notice that payment needs to be received by June 30th. If payment isn't received a citation will be filed.
- While at the magistrate's office two weeks ago, they informed me that no one from BIU showed up for a scheduled hearing and the case was dismissed. This was regarding the 547 State Street property and the condition of the building.
- I spoke with the property owner at 420 State regarding the large dead tree along state street. I offered that the borough could remove the tree, however a lean would have to be placed on the property to cover the cost of removal, he is going to look into getting a personal loan to have the tree removed. Prior to this, I did reach out to the state regarding the issue, being that the tree is within the state right of way, according to the State and Publication 25, they are only responsible from curb to curb, anything outside the curb line is the responsibility of property owners or borough.
- Recently provided the Public Safety Chairman with information regarding the Inspection Program.
- The property owner at 48 State Street told the CEO that if council would waive the demolition fees he would tear down the building.

MOTION by Mr. Stuban, second by Mrs. Singleton, carried unanimously to waive the demolition fee of \$100 for 48 State Street and give the owner 3 months to tear it down.

- While at the magistrate office in the prior week, Mr. Baker was informed that nobody showed up from BIU for Patsy's hearing. He was shown that the hearing only had to do with weeds and high grass. There was nothing regarding the building itself.
- Mayor Montell asked about the dead tree on State Street. She understands that the property owner can't afford it, however it is a safety issue. She recommended having it cut down and having the property owner sign a contract stating that they have so many months to pay the borough back.

MOTION by Mr. Stuban, second by Mrs. Singleton, carried unanimously to have the solicitor send a letter to the property owner regarding the borough cutting down the tree with an agreement that he has so many months to pay the borough back or the property would have a lien placed on it.

COMMITTEE REPORTS

Finance (John Shelkons)

- General Fund Account Balance \$150,227 Expenses \$321,293
- Water Fund Account Balance \$274,909 Expenses \$252,250

MOTION by Mr. Shelkons, second by Mr. Miller, carried unanimously to approve the payments of Requisition # 8 for \$1,400 and #9 for \$7,900 under the USDA Loan for engineering services.

Public Works, Sanitation & Municipal Authority (John Jones)

Concrete Cutter and Ductile Saw

MOTION by Mr. Jones, second by Mrs. Singleton, carried unanimously to purchase the saw for \$2,500.

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

- Website – Mr. Bosh has contacted the PSAB website developer regarding the updating of the borough site. He sent them a list of requests and asked for a price estimate.
- Utility Billing – Mr. Bosh spoke to a couple of companies at the PSAB Conference regarding utility billing and online bill payment.
- Social Media Policy – A sample copy of a policy was given to council for review.
- Library Eagle Scout Project – Mr. Shelkons stated that the brick repointing can't be done until the concrete is done. The concrete around the time capsule needs to be fixed/replaced. Discussion took place regarding when the time capsule was to be open. The concern with the concrete issue is that it could damage the contents of the time capsule. It was agreed that it should be repaired. Mr. Shelkons then addressed the four bushes along the right side of the library. The original agreement was to have them removed and put up a fence. Mrs. Montell felt that they should stay and council agreed. Lastly Mr. Shelkons addressed the bottom bricks on the lower portion of the memorial that has cement residue and buildup. Discussion took place painting this area and possibly skim coating it too.
- Library – Montecello's is doing a fundraiser for the Library. The Commonwealth Library donated 50 Stem Bags. They would like to add a member to the Library Board, Sherry DiCicco.

Administration & Legislation (Doug Miller)

Nothing to report

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

Property Line Pins

Motion by Mrs. Singleton, second by Mr. Stuban, carried unanimously to authorize the engineer to put the property line pins/markers up along the North side of the borough property.

Harvest Festival - Working on contacting the vendors.

Community Yard Sale – Working on the advertisements for the map

River Front – Mr. Shelkons stated that he has a meeting set up with the DEP to see if we have enough of an area to put in a boat dock.

Public Safety (Michael Stuban)

Police Regionalization Meeting – June 18th in Conway Borough Building at 6:00 PM.

Mr. Stuban thanked Mrs. Rakovan for pulling the vines from the bushes in front of the building. He also noted that Galine who volunteered to take care of the flower beds around the borough entrance will not be doing it anymore because the summer help used the weedwhacker and cut the flowers that she planted.

Grant Street and Tot Lot Property

Motion by Mr. Stuban, second by Mrs. Singleton, carried unanimously to advertise both properties for sale by bid.

Mr. Shelkons asked that the property be posted for sale/bid.

Grant Street and Tot Lot

Motion by Mr. Stuban, second by Mrs. Singleton, carried unanimously advertise for bid.

Executive Session

Mr. Stuban stated that he would like to have an executive session next week to discuss personnel and contracts on Wednesday, June 29th at 6:00 PM.

SOLICITOR'S REPORT

Nothing to Report

ENGINEER'S REPORT

1. **USDA - Water System Improvements** - WEI is working to complete the final plans and specifications for the project.
2. **State Street Waterline Replacement (North to Virginia)** - WEI will prepare plans and specifications for the project so that we can bid concurrently with the USDA project.
3. **Fire Department Roof** - Contractor waiting on material delivery.
4. **Zoning Map Update** - A draft zoning map has been prepared for review by the Borough.
5. **Storm Inlet Replacements** - ARPA Grant - We obtained a quote from Tri State Maintenance to clean selected inlets (along State Street and a few others from the replacement list that require cleaning). Estimated cost is 8 hours x \$235/hr. for jet truck and crew = \$1,880.00. Televising at the intersection of Bauman Avenue and State Street (including the segment of line going to the intersection of Harmony Road and State Street) is also needed. Estimated cost is 8 hours x \$235/hr. for CCTV camera truck and crew = \$1,880.00. Cleaning required to support the televising operation might also be needed. Estimated cost is 8 hours x \$235/hr. for jet truck and crew = \$1,880.00. Total budgetary cost for the above work is \$5,640. WEI will survey the inlets after the cleaning is complete.
6. **EPA Lead/Copper Rule Updates** - EPA is now requiring water system owners to make an inventory of all service lines with identification of all service line

materials by October 16, 2024. The inventory will need to be made available to the public at a future date. Lines that are of un-known material must be assumed to be lead until proven otherwise. The Borough will have to develop a lead service line replacement plan. Lead and copper sampling requirements are also being updated. The Borough will be required to make a list of all schools and child care facilities and sample them all. Notification requirements will expand.

7. **Baden Library** - Contractor to perform concrete repair.

MAYOR'S REPORT

Mayor Montell gave an update of police issues. Officer Shipley gave more details. An individual was arrested for assault and now that person may get the mental help and assistance needed through the court system. The second individual has had many issues for over three years and every time no victim wanted to press charges. Recently a victim wanted to press charges and the individual has been placed in jail. Officer Shipley again stated that there will be help for this individual in the court system too.

Mayor Montell asked if the time clocks were installed and what was going on with the GPS. Mrs. Rakovan stated that the time clocks are all installed. Mr. Stuban noted that the GPS is on hold until the upcoming contract negotiations.

PRESIDENTS REPORT

12x 20 Garage – Mr. Trzcianka stated that he is going to spray paint where the storage garage would go and he will put a drawing on the clip board.

Walkway (Bridge) and Cover – Mr. Trzcianka stated that we need to make a decision regarding the walkway and covering the walkway.

Backhoe – Mr. Trzcianka went over the backhoe report from Ben. It has minimal wear and minor rust. Maximum lift is capacity 2,227 pounds. The machine is in really good shape and there is no need to replace the backhoe.

Electric Signs – Mr. Trzcianka said that at conference they got information for electric signs including speed signs that could be posted on telephone poles.

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

Civil Service – Mrs. Trzcianka stated the agility and written tests were on June 7th. There were 8 candidates that submitted applications. Only 4 individuals showed up. Only 2 passed the agility test and only 1 passed the written test. She asked council for direction on what to do next. Mayor Montell felt that the individual should be interviewed and then turned over to council. Since there is only one candidate council agreed to just have three police chiefs interview the one individual. Council hoped to hire at next months meetings.

ADJOURNMENT

MOTION by Mr. Bosh, second by Mr. Jones, carried unanimously to adjourn the meeting at 7:30PM.

Respectfully submitted for approval,

Borough Manager, Elaine K. Rakovan
July 20, 2022