

**BRADFORD WOODS BOROUGH COUNCIL
REGULAR MEETING - May 13, 2019
APPROVED**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by President Charles Coltharp. There were 10 people present in the audience.

The Officials in attendance were: _____

Charles Coltharp, Council President
Victoria Pongrace, Vice President
David Baldonieri, Council Member
Kevin Rhule, Council Member
Thomas Kosmala, Council Member
Todd Hipwell, Council Member
Paula Hinston, Council Member

Kate Diersen, Solicitor

The Official(s) absent were:

Douglas Marsico, Mayor

Natalie Thiess, Borough Manager

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

ANNOUNCEMENT OF EXECUTIVE SESSION

1. President Charles Coltharp announced an executive session following the public meeting to discuss legal matters.

MINUTES

1. Mr. Coltharp called for a motion to approve meeting minutes from the regular Council Meeting held on April 8, 2019. Kevin Rhule motioned to approve the meeting minutes. Thomas Kosmala seconded. Ms. Hinston and Mr. Hipwell made edits to the minutes.

Motion to pass the April 8, 2019 minutes with edits.

Aye: Charles Coltharp
David Baldonieri
Thomas Kosmala
Kevin Rhule
Todd Hipwell
Paula Hinston

Motion Carries

PUBLIC COMMENTS REGARDING AGENDA

1. None

MAYOR'S REPORT

1. Mr. Marsico announced the Borough received First Place in Website and Third Place in Newsletter for the Pennsylvania State Association of Boroughs (PSAB) Communication Awards. Mr. Marsico suggested that Ms. Thiess attend the luncheon and conference in Hershey and Council supported the suggestion. Ms. Thiess agreed to attend the June 10-11 conference and luncheon to accept the awards.
2. Mr. Marsico introduced two representatives, John Adkins and Joshua Jenks, working for Netflix to explain their reason and purpose for being in the Borough. Mr. Adkins stated they are working on a Netflix series "I am Not Okay with This" and explained the premise of the series. Mr. Adkins and Mr. Jenks work in the location department to find locations of movies/series. Mr. Adkins explained other areas they are filming and the scene where they wish to film in the Borough in a mid-century house. The homeowners have agreed to let Netflix film in the house and Mr. Adkins ask Council for their agreement to film at night (beyond noise ordinance allows) the week of June 24. Mr. Adkins states they have reached out to all residents impacted by the filming. Mr. Adkins states there will be increased traffic along with overweight vehicles and Mr. Jenks have been working with Ms. Thiess on the Excessive Maintenance Agreement for protection of roads.

Mr. Coltharp asked if Northern Regional has been contacted. Ms. Thiess stated she had spoken with Captain Sicilia. Ms. Hinston requested a list of equipment and vehicles that will be in the Borough. Discussion ensued regarding equipment/vehicles, insurance, staging locations, police presence/security, residents' written consent, dates relating to set-up and filming, and other matters relating to the production. Beth Weber, 632 Lincoln Road, commended Mr. Jenks on his public relations with the residents. Council had no objections to what was discussed.

MANAGER'S REPORT

Borough Manager Natalie Thiess reported on the following:

1. Ms. Thiess presented the April Public Works Report. Items included first treatment of the pond application and mowed wildflowers down. Mr. Turner also cleared the tree down on the upper loop of Lake Loop Trail. There is also a hazard limb across the upper loop on the trail. Road projects were included in the report.
2. Ms. Thiess brought to Council's attention that the Village may be using rubber mulch throughout all common ground and the concern of washing away into catch basins, entering into the water system. ACCD was contacted regarding this issue and if there was an issue, they would address the issue. Ms. Thiess asked Council if they would like to do something preventative. Council instructed Ms. Thiess to reach out to the HOA to let them know of the potential issues.
3. Ms. Thiess introduced the NHCOC's option year for Morton Salt, extending the salt agreement under the same cost. Ms. Thiess stated the next time the COG goes out for bid, there may be a \$5-10 increase per ton of salt. Ms. Thiess informed Council that members of the COG shared no major issues relating to Morton Salt (quality/deliver) and would recommend extending the option year articles of agreement. Mr. Baldonieri made a motion to accept the option year articles of agreement with Morton Salt. Mr. Rhule seconded.

Aye: Charles Coltharp
Victoria Pongrace
David Baldonieri
Thomas Kosmala
Kevin Rhule
Todd Hipwell
Paula Hinston

Motion Carries

4. Ms. Thiess stated a representative from Governor Wolf's office requested that the Governor's Restore PA Initiative be brought to Council's attention for Resolution approval in support. There is also a letter of support for individuals who want to share support of the initiative. Ms. Thiess reviewed the packet of information included in the packet. Ms. Weber asked what the initiative is. Ms. Thiess stated is establishing a State Severance Tax (tax on natural gas) that would be used for investing in eight major areas relating to infrastructure improvements throughout the state. Council discussed the tax schedule, the initiative, and other gas impact acts that are already established. Mr. Kosmala requested a vote for the resolution. Mr. Kosmala made a motion to accept Resolution 7 of 2019. Mr. Baldonieri seconded.

Aye: Charles Coltharp
David Baldonieri
Thomas Kosmala

Nay: Kevin Rhule
Victoria Pongrace
Todd Hipwell
Paula Hinston

Motion does not carry.

5. Ms. Thiess informed Council the Waste Management contacted the NHCOG about formally discussing the contract changes in relation to recycling (international market of glass is close to absent). Ms. Thiess stated she decided to educate residents about the changes when Waste Management sent the flyers out in hopes that it would give residents a chance to make an informed decision about recycling, but Waste Management contract had not changed and they were still required to take glass/plastics #3-7. Ms. Thiess discussed what will have to happen for a contract change. Ms. Thiess stated she will bring up the cost of recycling in relation to changes. Mr. Coltharp stated to push that the City of Pittsburgh still recycles and that there is a contract in place that they need to comply with. Ms. Weber asked if the COG discussed having a center where people could bring their glass to recycle. Ms. Thiess stated that the SHCOG has a volunteered-run recycling center since their contract has a clause stating glass/pastics #3-7 are not recyclable materials. The NHCOG wants to see how successful the SHCOG recycling center is before investing in something that may become a bigger problem than a solution (i.e. people dropping their garbage/contaminating the glass, broken glass littering the parking lot, lack of volunteer support, etc).

Ms. Thiess discussed resident Rick Mowery's previous concerns with Waste Management trucks damaging Spruce Lane. Ms. Thiess stated that issue has been resolved by requesting a smaller truck to drive down Spruce to pick up the waste. Mr. Mowery requests the Borough to request Waste Management to pay for repairs. Ms. Thiess stated the Borough will be paving Spruce once all the construction is complete on Spruce (one home renovation and one home building). Ms. Thiess is not sure what authority we have to force Waste Management to pay us when looking at the contract and is concerned if she brings this up to them, their solution will be to stop driving down Spruce to pick up waste. Mr. Coltharp directed Ms. Thiess to tell Mr. Mowrey that we will be paving Spruce once construction is complete and that we directed to have Waste Management use a smaller truck when driving on Spruce.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

1. Ms. Thiess discussed the latest SPC PRP Training. Some items that need to be addressed under this permit cycle are: the completion of the MS3 map (shows the drainage/collection areas and where they relate to the discharge to a waterway); approval of a pet waste ordinance; source inventory (test the waterway and find a source of pollution).
2. Ms. Thiess introduced a model pet waste ordinance that needs to be approved. Council discussed the model ordinance. Council will review the ordinance fashioned by Ms. Diersen to conform to the Borough at next Council meeting.

SOLICITOR'S REPORT

1. Ms. Diersen discussed the small cell wireless information regarding zoning and right-of-way regulations. Ms. Diersen explains the concerns over the possible installation of antennas/poles in the Borough rights-of-way. Recently, the FCC passed regulations claiming these towers are utilities and not subject to zoning. An ordinance can be in place to address the placement of antennas in public rights-of-ways, how the poles should look (aesthetic requirements)/design, and setting fees of applications.

COMMITTEE REPORTS

FINANCE

1. Mr. Hipwell discussed the April check register. Mr. Hipwell reported there were 15 checks, 4 paychecks, and 5 electronic payments. Mr. Hipwell reported the largest checks included \$19,460 to Northern Regional Police Dept for April contribution and fines, \$4,050 for 2018 financial audit, \$3,579 to Bradford Woods Volunteer Fire Company for contribution and rent, \$1,177.88 for WVWA for hydrant rental, and \$945 for legal fees.

Mr. Hipwell made a motion to pay and ratify payments for April 2019. Seconded by Thomas Kosmala.

Aye: Charles Coltharp
Victoria Pongrace
David Baldonieri
Thomas Kosmala
Kevin Rhule
Todd Hipwell
Paula Hinston

Motion Carries

2. Mr. Hipwell introduced the pre-ratified check list before Council for approval. Ms. Thiess added two more payments to the pre-ratify list: Morse Gavterg & Hodge for stenographer for the ZHB for \$207.65; and \$1,353 to Lennon Smith Souler Engineers (demo review; Village pond; 2019 roads). Motion was made by Mr. Hipwell to pre-ratify bills for May/June. Motion was seconded by Ms. Pongrace.

Aye: Charles Coltharp
Victoria Pongrace
David Baldonieri
Thomas Kosmala
Kevin Rhule
Todd Hipwell
Paula Hinston

Motion Carries

3. Mr. Hipwell reported the April revenue and expense report. Mr. Hipwell reported the total revenue is \$86,543 (largest revenue \$51,496 Liquid Fuels Tax and \$23,329 for EIT) and total expense is \$39,499 and a cash balance of \$313,223.

SAFETY

1. Vice President Victoria Pongrace reported the April police report as follows: 18 calls; 2 deer; 0 traffic warning(s); 1 citation(s). Year to date: 64 calls; 9 traffic citations; and 16 warnings.
2. Ms. Pongrace stated the lease negotiation is still in the process.
3. Mike Sheema, 869 Oak Road, asked what the nature of the police calls were. Ms. Pongrace stated she does not have the list in front of her, but typically it's medical assistance, animal complaints, suspicion persons, and alarms.

FIRE

1. Fire Chief Vince Cannella reported 3 calls since last meeting: false alarms. 12 calls year to date.
2. Ms. Thiess informed Council that JoEllen Marsh, Allegheny County Health Department, attended the NHCOC meeting to discuss the Free Narcan Program funded by PCCD grant that lets the County provide free kits to organizations. Ms. Thiess wanted to bring this to the Fire Company's attention in case the BWFC would be interested in the kits. Northern Regional Police Department carry Narcan as well.

ROADS

1. Mr. Baldonieri stated there was the 2019 roads program pre-construction meeting with Liberoni and Pine Township. Ms. Hinston asked if there will be construction staging at the salt shed. Mr. Baldonieri stated it is standard operating procedure. Mr. Coltharp asked if there is a schedule. Ms. Thiess stated there is no set schedule but Liberoni is informed that we will not be able to pay them until end of August. They are to inform the Borough before they begin road construction. They are to pave Glenmore before school begins.

PLANNING AND ZONING

1. Driveway Permit 414 E. Harding Road.
2. Ms. Thiess reported that the Zoning Hearing Board convened May 2, 2019 at 7 PM at the Borough office for 139 Bradford Road and reviewed the variance request for a rear yard setback relief for a structure (pool). The ZHB found that they did not meet 4 out of 5 requirements to receive a variance. The variance request was denied.
3. No Planning Commission Meeting

PERSONNEL

1. None.

COMMUNICATION /OUTREACH/ NORTH HILLS COG / PUBLIC RELATIONS / NORTHLAND LIBRARY

1. Mr. Kosmala announced the NHCOC meeting is next Wednesday.
2. Mr. Kosmala announced the meeting the Northland Public Library, including seeking a contractor for the installation of the roof/AC and the success of the Gala.

ENVIRONMENT

1. None

OLD BUSINESS

1. Ms. Pongrace inquired about the equipment search. Ms. Thiess updated Council on Mr. Turner's search for the equipment. Ms. Pongrace asked if Ms. Thiess heard from the HOA about the Grant. Ms. Thiess said she had not heard from the HOA about the grant.
2. Corissa Cook, 245 Bradford Road, discussed her private broken lateral issue and concerns to Council. Ms. Cook requested again with Borough assistance in the private lateral issue. Ms. Cook acknowledged that she received the response from Ms. Diersen stating that this is a private matter. Mr. Coltharp asked where the progress is with Columbia Gas. Ms. Cook stated that Columbia Gas sent out another plumber for another estimate. Mr. Coltharp stated to see what the response from Columbia Gas is since there is a lawsuit present. Ms. Pongrace stated that it is a private matter and should be addressed privately. Discussion ensued regarding road re-construction regarding this project.

NEW BUSINESS

1. Mr. Rhule reported on the Conservancy meeting where recycling was heavily discussed, success of the anniversary fundraiser, and the 17-year cicada emergence with the reminder to protect saplings.

ACKNOWLEDGEMENTS

1. None

ADJOURN

Motion to adjourn the public meeting to go into executive session at 8:53 P.M. by Thomas Kosmala, seconded by Victoria Pongrace motion carried.

Motion to adjourn the executive session to go into the public meeting at 9:04 P.M. by Victoria Pongrace, seconded by Kevin Rhule, motion carried.

Motion to adjourn the public meeting at 9:04 P.M. by Victoria Pongrace, seconded by Kevin Rhule, motion carried.

Respectfully Submitted,

Natalie Thiess, Borough Manager

Date