

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING
June 13, 2022**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Council President Victoria Pongrace. There were 5 guests in attendance.

Officials in attendance:

Doug Marsico, Mayor
Victoria Pongrace, Council President
Kevin Rhule, Vice President
David Baldonieri, Council Member
Dan Dimond, Council Member
Todd Hipwell, Council Member
Thomas Kosmala, Council Member

Others in attendance:

Kate Diersen, Solicitor
Erin Huber, Borough Manager

Official(s) absent were:

Jennifer Griffin, Council Member

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

Motion made by Mr. Rhule, seconded by Mr. Baldonieri, to approve the amended May 9, 2022 meeting minutes passed with Mr. Dimond abstaining because he was not present. Motion carried.

PUBLIC COMMENTS REGARDING AGENDA

None.

EXECUTIVE SESSION

Personnel and Legal matters.

MAYOR'S REPORT

Nothing to report at this time.

MANAGER'S REPORT

Ms. Huber stated that on Wednesday, June 1 at 7:00 p.m. the Zoning Hearing Board held a hearing for Laura Corll of 701 Woodland Road. She had requested a variance on front and side setbacks to build a deck. The variance was granted with conditions.

Ms. Huber reported that the Waste Management contract renews January 2023. Municipalities who participate in the garbage program through the North Hills Council of Governments (NHCOG) will meet in the next couple of

weeks to review bid specs. Here is what to expect with the upcoming bid:

Waste Management Contract Renewal to Include:

- Full automation recycling pickup will be added
- Solid Waste bins will come in three sizes 35/65/95 gallon for convenience; however, pricing will be based on 95-gallon bin no matter size chosen.
- Glass recycling will be offered using a separate bin and collection time, due to Waste Management contracting with a new company for glass recycling at the beginning January 2022
- Managers request that full recycling automation begin on April 1, 2023 (not January), to give time to inform residents and for the delivery of carts
- Expect a minimum of 30% increase in pricing
- Bid advertising and opening will be in August.

Ms. Huber stated that some financial updates have been implemented:

- Several monthly payments have been set up for online or ACH payment
- January-May EIT and Real Estate Transfer Tax are up to date in QuickBooks
- Working on process and filing system to coordinate monthly bills/taxes/payments

Ms. Huber gave an update on the 2022 Columbia Gas Project, stating that she spoke with Project Manager, Mr. Garfalo, about the issuance of a Road Opening Permit. She also expressed the importance of Columbia Gas completing work on Willow Road prior to paving in August, due to a grant issued by the Allegheny County Conservation District.

Ms. Huber reported that new email addresses have been created for Mayor, Council and Public Works.

Ms. Huber stated that she attended the North Hills Council of Governments (NHCOG) Equipment and Vendor Show on June 9th.

PUBLIC WORKS REPORT

Ms. Huber reported:

- Mowed Reserve
- Continuing cold patching and road maintenance
- Waiting to hear from Daquelente Paving to begin hot patching roads
- Met with resident on Oak Road to discuss drainage issues

MS4 UPATE

The Borough received a second letter of incompleteness for the Wexford Road Stream Restoration Project. John Hyle from Lennon, Smith Souleret Engineering (LSSE) emailed Ms. Huber to inform her that the comments from the letter warrant a review with the DEP.

SOLICITOR'S REPORT

Ms. Diersen reported that she met with the Planning Commission in May to discuss current projects.

COMMITTEE REPORTS

FINANCE

Mr. Hipwell reported on the March check register, stating the four largest payments were Northern Regional Police Department for \$23,541, LSSE for \$17,666, Shields Asphalt Paving for \$13,320, and Bradford Wood VFC for 3,580. Motion made by Mr. Hipwell, seconded by Mr. Dimond, to pay and ratify payments for May 2022 passed unanimously. Motion carried.

Mr. Hipwell reviewed the pre-ratify checklist for June/July for Council approval. Motion made by Mr. Hipwell, seconded by Mr. Baldonieri, to pre-ratify bills for June/July passed unanimously. Motion carried.

Mr. Hipwell stated that the May Revenue and expense report has \$267,588 year to date, which align with past years. A big driver for that \$151,592 for the first five months which is 51% of budget and in line with last year. Engineering fees are over budget by \$9,000.

SAFETY

Police

Lieutenant Jones reviewed the May 2022 calls for service: 14 calls, 5 traffic warnings, 6 citations, with year-to-date totals of 73 calls, 54 warnings, and 12 citations.

Lt. Jones stated that the department will welcome three new officers: Nicco Alessandro, Patrick Rooney and Nicholas Posa, who will be sworn in at the June Police Board Meeting.

Lt. Jones also reported that Sergeant Blough conducted a Staffing Study Analysis. The recommendation is to increase staffing by two (2) officers in each of the years 2022, 2023, and 2024, with one additional hire in 2025. These hires are in addition to any officers replaced due to attrition. This time frame is selected because after September of 2022, there are no anticipated retirements until January of 2026. This means that once the 44-officer level is reached in 2025, only replacements will be required, commencing in 2026.

Fire

Fire Chief Vince Cannella reported that there have been fifteen calls so far this year with five calls since the last meeting.

ROADS

No report at this time.

PLANNING

No report at this time.

PERSONNEL

No report at this time.

Zoning

There were four zoning permits issued in May:

PERMIT 1208 ISSUED 5/2/22 FOR 717 WOODLAND ROAD, GARAGE REBUILD W/ADDITION

PERMIT 1209 ISSUED 5/10/22 FOR 317 CEDAR ROAD, ADDITION REBUILD W/GARAGE

PERMIT 1210 ISSUED 5/13/22 FOR 22 CHESTNUT ROAD, ADDITION

PERMIT 1211 ISSUED 5/26/22 FOR 108 BRADFORD ROAD, REPLACING DECK

NORTH HILLS COUNCIL OF GOVERNMENTS (COG) / NORTHLAND PUBLIC LIBRARY

Mr. Kosmala stated there has not been a NHCOC meeting, so there is no report at this time.

Mr. Kosmala announced events and news of the library:

- There is an open position for Executive Director of the Foundation
- Working on Memorandum of Understanding between the Library and the Foundation

ENVIRONMENT

Mr. Rhule contacted Suburban Whitetail to enact deer control in the reserve again this year.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Ms. Pongrace reported that the ACBA presented a resolution at the Pennsylvania State Borough's Association (PSAB) May meeting, encouraging legislature to develop a public statewide database for local governments to post required legal advertisements. The resolution passed unanimously and will be taken to the lobbyists to help this get to the legislature.

Ms. Pongrace stated that the ACBA meeting was held in Millvale with Rep. Sara Innamorato in attendance. The discussion was about blight in municipalities and the different approaches that are used to curb these issues. Millvale uses a ticketing system to be proactive in keeping their property values up.

OLD BUSINESS

Motion made by Mr. Rhule and seconded by Mr. Kosmala to approve the Rachel Carson Trail Conservancy's request for signage along the Harmony Trail in Bradford Woods passed unanimously.

NEW BUSINESS

Motion was made by Mr. Baldonieri and seconded by Mr. Hipwell to approve the 2022-23 North Hills Council of Governments Purchasing agreement for rock salt at the price of \$75.02 per ton passes unanimously.

Mr. Kosmala reported that he spoke with Bob Dresher who is requesting that all roads except Bradford Road and Wexford Run Road have the speed limit lowered to 15 mph. Mr. Dresher walks a lot with his dog and feels this would add to the safety of walkers in Bradford Woods. A discussion ensued regarding enforcement, pedestrian safety and responsibility, traffic studies, as well as a brief report of crashes that have occurred in the past five years in the borough. The conclusion was to not pursue lowering the speed limit to 15 mph.

ADJOURN

Motion made by Mr. Baldonieri, seconded by Mr. Hipwell, to adjourn the public meeting and go into executive session at 7:54 p.m. passed unanimously. Motion carried.

Motion made by Mr. Kosmala, seconded by Mr. Dimond, to adjourn the executive meeting and go back into the public meeting at 8:47 p.m. passed unanimously. Motion carried.

Motion made by Mr. Kosmala, seconded by Mr. Rhule, to adjourn the public meeting at 8:47 p.m. passed unanimously. Motion carried.

Respectfully Submitted,

Erin Huber, Borough Manager

Date