

**BRADFORD WOODS BOROUGH COUNCIL
REGULAR MEETING - June 13, 2016
NOT APPROVED**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Charles Coltharp. There were 8 people present in the audience.

The Officials in attendance were:
Charles Coltharp, Council President
David Baldonieri, Vice President
Victoria Pongrace, Council Member
Paula Hinston, Council Member
Thomas Kosmala, Council Member
Roy Wiegand, Council Member

The Official(s) absent were:
Todd Hipwell, Council Member

Robert Murray, Mayor
Natalie Thiess, Borough Manager
Janet Burkart, Solicitor

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

ANNOUNCEMENT OF EXECUTIVE SESSION

1. President Charles Coltharp announced that the Council held an executive session from 6:05 to 6:20 pm on July 13, 2016 to discuss the Laurel Road issue.

MINUTES

1. President Charles Coltharp called for a motion to approve meeting minutes from the regular Council Meeting held on May 9, 2016.

Victoria Pongrace made a motion to approve the meeting minutes. Thomas Kosmala seconded the motion.

Motion to pass the May 9, 2016 meeting minutes.

Aye:	Charles Coltharp	Abstain:	David Baldonieri
	Paula Hinston		
	Thomas Kosmala		
	Victoria Pongrace		
	Roy Wiegand		

Motion Carries

PUBLIC COMMENTS REGARDING AGENDA

None

MAYOR'S REPORT

None

PUBLIC WORKS

1. Public Works employee Gregory Jake Turner discussed road side maintenance, in particular boom mowing the side of roads. Mr. Turner reviewed the pricing and hours of past boom mowing projects. Mr. Turner reported that last year Stinson worked in the summer for 4 hours and Marshall Township aided the Borough for two days in the Fall. Mr. Turner reported that it will take 24-40 hours to boom mow the brush in the roadway. Mr. Turner informed Council that Stinson charges \$80 per hour, which would total around \$2,000 for 24 hours and around \$3,000 for 40 hours, and rental for a boom mower is \$2,000 per week with a \$250 hauling fee. Mr. Turner reported a third option, which would be to invest in a boom mower which averages \$15,000. Mr. Turner requested Council's opinion on direction. Vice President David Baldonieri discussed the conversation with President Charles Coltharp, Mr. Turner, and himself in the beginning of the year about the overall upgrading of equipment for Borough Public Works responsibilities, replacing the existing tractor with a higher grade tractor with attachments that would provide services such as excavating, plowing, boom mowing. Mr. Baldonieri suggested investigating options to better suit the needs of the Borough. Mr. Turner clarified that he should wait on boom mowing until options are on the table. Councilmember Roy Wiegand asked what was previously done in the past. Mr. Turner replied that he went around with hand pruners and a chainsaw, which took a lot of time and work to complete a small section of needed cutback.

MANAGER'S REPORT

Manager Natalie Thiess reported on the following:

1. Borough Manager Natalie Thiess asked for Council approval for the renewal of Waste Management Contract through the North Hills Council of Governments for the Option Year (2017).

President Charles Coltharp called for a motion to approve renewal of Waste Management Contract for Option Year.

Motion by David Baldonieri to approve renewal of contract. Thomas Kosmala seconded the motion.

Motion to approve renewal of Waste Management contract.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

2. Ms. Thiess asked for approval for the Morton Salt Agreement through the North Hills Council of Governments for the Option Year (2017). Ms. Thiess reported that it is the same tonnage as last year, which is 275 tons of salt.

President Charles Coltharp called for a motion to approve Morton Salt Agreement through NHCOG.

Motion by David Baldonieri to approve the Morton Salt Agreement. Thomas Kosmala seconded the motion.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

3. Ms. Thiess requested approval for Resolution 12 of 2016 agreeing to the Northern Regional Police Department Pension Plan.

President Charles Coltharp called for a motion to approve Resolution 12 of 2016.

Motion by Victoria Pongrace to approve the resolution. Roy Wiegand seconded the motion.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

4. Ms. Thiess requested approval for the fee schedule for the Right to Know Law. Ms. Thiess informed Council that the Borough will be adopting the State's fee schedule.

President Charles Coltharp called for a motion to approve the fee schedule for the Right to Know Law.

Motion by Victoria Pongrace to approve the fee schedule. Roy Wiegand seconded the motion.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

5. Ms. Thiess requested approval for Resolution 13 of 2016 for the Borough Manager to have a Borough Debit Card with WesBanco.

Mr. Coltharp called for a motion to approve Resolution 13 of 2016.

Motion by David Baldonieri to approve Resolution 13 of 2016. Thomas Kosmala seconded the motion.

Victoria Pongrace reviewed and suggested different wordage in the Resolution. Ms. Thiess agreed to change the wordage. Ms. Pongrace asked about the POS limit and Ms. Thiess replied

that it is the typical base amount.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

6. Ms. Thiess discussed the labor aspect to the Dirt and Gravel Grant. Ms. Thiess explained that Marshall Township has tentatively agreed to help the Borough to complete the project, but after the Township takes care of the business they need to for the summer season. If for unforeseen circumstances Marshall Township is unable to assist the Borough, Ms. Thiess requested Council's approval to utilize a third party agency in renting equipment and labor if necessary in the future as a backup plan. Ms. Thiess explained she would call three companies for bids under \$4,000 and accept the lowest bidder for the project.

President Charles Coltharp called for a motion for approval to hire a potential third party labor/equipment for under \$4,000 to complete the Dirt and Gravel Project.

Motion by Victoria Pongrace to approve potential bid. Thomas Kosmala seconded.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

7. Ms. Thiess introduced the proposed Ordinance to Tall Grass and Weed Ordinance for discussion. Councilmember Victoria Pongrace asked if the reason for the ordinance was due to vacant houses. Ms. Thiess replied that there are vacant houses on Bradford Woods that the Mayor was concerned with. Councilmember Roy Wiegand asked about enforcement of the Ordinance. Ms. Thiess replied that the code enforcement officer Alfred Akner would enforce the Ordinance. Councilmember Paula Hinston asked who authored the Ordinance. Ms. Thiess replied she put the Ordinance together and Janet Burkardt, Borough Solicitor, approved Ordinance. Mr. Baldonieri suggested that unruly lawns were not widespread in the Borough and that enacting an ordinance to address rare occurrences was not proper governance. Mr. Baldonieri questioned enforcement of the ordinance since determination of cause was subjective. Mayor Robert Murray stated he believed that there is a need for this Ordinance for future incidents of grass becoming a nuisance and reviewed current issues. Ms. Thiess explained that this ordinance is typical for municipalities to have adopted. Further Council discussion ensued about the proposed ordinance. Ms. Burkardt informed the Council that if an ordinance such as this is not in place and issues arise, the Borough would not be able to act. Mr. Coltharp mentioned changes in the ordinance. Ms. Hinston said there is room to alter how the ordinance is written and that the ordinance is important to have in case it needs to be enforced. Mr. Wiegand asked for the ordinance to be rewritten and reexamined.

1. Borough Manager Natalie Thiess introduced two mandatory items to be approved for MS4 requirements. First item is a Hazardous Waste Barrel which would be purchased through Waste Management to contain all the Hazardous Waste from the Borough garage. The second item is a catch basin dumpster for collection of cleanings from 121 catch basins in the Borough. Both items are required to be purchased as proof of responsible methods of waste in the MS4 permit. Ms. Thiess reported the cost for the catch basin dumpster as \$410.00 for the 10 year dumpster; \$165 for liner; and \$33/ton hauling fee. Mr. Turner reported that 79 out of the 121 have been inspected; from those 79, 14 need to be cleaned and 3 need to be repaired. Ms. Thiess reported the hazardous waste barrel cost at \$726, which is a onetime cost for the 55 gallon drum that would take approximately 3-5 years to fill up.

President Charles Coltharp called for a motion for approval of the purchase of the catch basin dumpster.

Motion by David Baldonieri to approve purchase of the catch basin dumpster. Paula Hinston seconded the motion.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

President Charles Coltharp called for a motion for approval of the purchase of the hazardous waste barrel.

Motion by Paula Hinston to approve purchase of the hazardous waste barrel. David Baldonieri seconded the motion.

Aye: Charles Coltharp
Roy Wiegand
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace

Motion Carries

2. Gregory Jake Turner reported that the all but one BMP inspections have been completed for the year. The engineer will be sending report to Manager.

SOLICITOR'S REPORT

None

COMMITTEE REPORTS

FINANCE

1. Councilmember Victoria Pongrace called for a motion to pay and ratify checks for May 2-31, 2016 as listed on the check register.

Motion by Roy Wiegand to pay and ratify May 2016 checks. Seconded by Thomas Kosmala.

Aye: Charles Coltharp
Paula Hinston
Thomas Kosmala
David Baldonieri
Victoria Pongrace
Roy Wiegand

Motion Carries

2. Councilmember Victoria Pongrace reported the May 2016 financial report with the total monthly revenue of \$37,476 and monthly expense of \$35,446

SAFETY

1. Councilmember Victoria Pongrace reported the May Police Report as 14 reported calls: 1 deer strike; 2 traffic citations; and 0 warnings.

FIRE

1. Fire Department Chief Vince Canella reported the 3 calls, including a back-up for Marshal for a tree in a power line and 2 trees down in the Borough, which brings a total of 8 calls for the year and no fires.

ROADS

1. Vice President David Baldonieri reported paving will begin within the next couple weeks.

PLANNING AND ZONING

None

PERSONNEL

None

COMMUNICATION /OUTREACH/ NORTH HILLS COG / PUBLIC RELATIONS

1. Councilmember Thomas Kosmala reported what was discussed at the outreach meeting with Manager Natalie Thiess and Mayor Robert Murray, which included: tall grass and weed nuisance; abandoned vehicle issue; intersection of Glenmore and Wexford Run road damage; North Hills Council of Governments meeting report; and North Hills Community Outreach services.

ENVIRONMENT

1. Councilmember Paula Hinston discussed the Tree Ordinance. Ms. Hinston asked Council what the consensus is for direction and objective for EPAC. Vice President David Baldonieri asked if

Council is looking to expand the Borough's authority over trees beyond construction. Mr. Baldonieri believes the Borough cannot regulate what private property owners do with their trees on their property. Citizen in attendance Mike Quigney commented that Sewickley Borough has an ordinance and committee to review resident's request to cut down trees on property. Mr. Quigney also commented on the tall grass and weeds ordinance by stating it is a good ordinance to have in place as a deterrent for vandalism if the house is vacant. Ms. Hinston requests Council to review the Tree Ordinance for discussion next regular meeting.

2. Ms. Hinston reported the first Lake Loop maintenance work day, which included cutting back and chipping the trail. Ms. Hinston reported another Lake Loop maintenance work day in July.

OLD BUSINESS

1. President Charles Coltharp introduced the discussion of the Laurel Road issue. McClintock's Attorney Slade Miller, at 4767 Route 8, Allison Park, presented his argument for Laurel Road issue resolution. Ray McClintock, 5 Laurel Road, spoke to the Council about the Laurel Road issue.

NEW BUSINESS

1. Councilmember Roy Wiegand announced the Historical Sign display on Wexford Run Road on Jean Hipwell's private property.

ADJOURN

Motion was made by David Baldonieri, seconded by Victoria Pongrace, and carried to adjourn the public meeting and begin executive session to discuss legal matter. The public meeting adjourned at 8:27 p.m.

Respectfully submitted,

Natalie Thiess, Manager

Date