

**BRADFORD WOODS BOROUGH COUNCIL  
REGULAR MEETING - April 10, 2017  
NOT APPROVED**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by President Charles Coltharp. There were 18 people present in the audience.

The Officials in attendance were:

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

The Official(s) absent were:

Kate Diersen, Solicitor  
Robert Murray, Mayor  
Natalie Thiess, Borough Manager

**CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call

**ANNOUNCEMENT OF EXECUTIVE SESSION**

1. President Charles Coltharp announced that Council will be meeting after the Regular Meeting for Executive Session to discuss the Zoning appeal.

**MINUTES**

1. President Charles Coltharp called for a motion to approve meeting minutes from the regular Council Meeting held on March 13, 2017.

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

Motion to pass the March 13, 2017 meeting minutes.

Aye: Charles Coltharp  
Thomas Kosmala  
Victoria Pongrace  
David Baldonieri  
Roy Wiegand  
Todd Hipwell

Abstain: Paula Hinston

Motion Carries

## **LIBRARY PRESENTATION**

1. Amy Steele, Director of Northland Public Library and Santina Balestreire, Director of Marketing and Communications for Northland Library, presented the multiple benefits of the public library and the community events they create and host.

## **PUBLIC COMMENTS REGARDING AGENDA**

1. Slade Miller of Miller, Limbaugh & Conley, 4767 Route 8, Allison Park, PA, represented the McClintocks, 5 Laurel Road, on the matter of public or private ownership of the drive off of Oak Road, regarded as 'Laurel Road'. Mr. Miller stated that the drive in question is a public road and should be recognized as a Borough road and stated his case.
2. Barbra Heintz-Hannan, 805 Oak Road, commented that she has a photo of a road being there.
3. John Stein, 4916 Wexford Run Road, commented the state of the roads in the Borough and suggested there be part-time summer help to maintain the roads.
4. Paul Fackler, 817 Oak Road, commented his support for the drive in question off of Oak Road ('Laurel Road') should be a public road.
5. Ray McClintock, 5 Laurel Road, stated that the drive in question off of Oak Road ('Laurel Road') should be recognized as a public road and discussed multiple reasons why. President Charles Coltharp addressed some comments presented, including but not all, safety access component, communication between the Borough and residents involved, and current records in Allegheny County have the drive in question as 'Bradford Road (unopened)'. Mr. Coltharp pointed out there are two access points (one from opened Laurel Road and one from Oak Road).  
Fire Chief Vince Canella commented on the safety access situation.
6. Scott Frank, 825 Oak Road, stated his current position that the drive in question ('Laurel Road') would be best left as a private road as far as costs associated with opening as well as the legal procedures to open the road.
7. Tim Vasbinder, 829 Oak Road, and Maddy McClintock, 5 Laurel, commented on the stakes around the properties from the surveys. It was concluded some of the stakes were placed by the engineer and some were placed by residents. It was determined when the Borough has the property lines monumented that all the incorrect stakes will be removed.
8. Mike Quigney, 821 Oak Road, commented his support for any and all parties involved with the road issue for a resolution.

## **MAYOR'S REPORT**

1. None

## **MANAGER'S REPORT**

Borough Manager Natalie Thiess reported on the following:

1. Ms. Thiess presented two proclamations:
  - a. Week of April 10 is National Library Week. It is encouraged that residents visit and support the local library.
  - b. April is National Safe Digging Month. Call 811 before residents or contractors dig in the yard. It is a free service to protect the safety of residents and utilities.
2. Ms. Thiess presented Resolution 9 of 2017 regarding the disposition of Borough records following the Borough code. The records to be destroyed are financial records from 2008. Vice President David Baldonieri made a motion to pass Resolution 9 or 2017. Paula Hinston seconded the motion.

Aye: Charles Coltharp

Thomas Kosmala  
Victoria Pongrace  
David Baldonieri  
Roy Wiegand  
Todd Hipwell  
Paula Hinston

Motion Carries

3. Ms. Thiess presented the revised Garbage Receptacle Ordinance for approval for advertisement. Roy Wiegand made a motion to advertise Ordinance 452. Thomas Kosmala seconded the motion.

Discussion ensued regarding the tiered system. Council agreed to amend the second penalty from \$300 to \$100.

Aye: Charles Coltharp  
Thomas Kosmala  
Victoria Pongrace  
Roy Wiegand  
Todd Hipwell  
Paula Hinston

Nay: David Baldonieri

Motion Carries

4. Ms. Thiess reported that she has had calls regarding wildlife in the Borough. Ms. Thiess announced that the Borough is not trained in managing or reporting on wildlife in the Borough, nor are other municipalities. Ms. Thiess announced she put information up on the website regarding wildlife and rabies, and suggest residents educate themselves on wildlife and to contact wildlife professionals for any wildlife concerns.
5. Ms. Thiess announced that Jake Turner, Roads Superintendent, and Reece Brock completed an emergency repair to the bridge in the Lake Loop Tail.

#### **MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)**

1. Borough Manager Natalie Thiess announced the MS4 training for Council and the public at the next Council meeting (May 10, 2017) at 6:30 pm. Ms. Thiess encouraged the public to attend to learn about storm water.

#### **SOLICITOR'S REPORT**

1. Kate Diersen reported the settlement with JR Tree Service was agreed to for \$500. Ms. Diersen recommends a signed agreement before payment. Council agreed to continue process.

#### **COMMITTEE REPORTS**

##### **FINANCE**

1. Councilmember Todd Hipwell discussed the March check register. Mr. Hipwell reported there were 18 checks, 7 paychecks, and 4 electronic payments. Mr. Hipwell reported the largest checks included the \$17,879.00 to the Northern Regional Police Department, March rent and contribution to the Fire Department for \$3,579.50, Lennon Souleret Smith Engineers for \$3,226 and road salt for \$3,071.

Todd Hipwell made a motion to pay and ratify payments for March 20017. Seconded by Victoria Pongrace.

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

Motion Carries

2. Councilmember Todd Hipwell reported the March revenue and expense report. Mr. Hipwell reported the total revenue is \$84,455 (which includes \$49,294 for Liquid Fuels) and total expense is \$43,412 and carrying a cash balance of \$403,245.

#### **SAFETY**

1. Councilmember Victoria Pongrace reported 23 calls (including deer hit by vehicle and other wildlife calls), 3 traffic citations, and 7 warnings for March 2017. Ms. Pongrace reported that the police found the perpetrators who allegedly stole from vehicles in the Borough and neighboring municipalities. Ms. Pongrace reported that the vehicles broken into were not locked and reminds residents to lock doors to keep personal belongings safe.
2. Ms. Pongrace reported on the current status of resolving the speeding issues. Ms. Pongrace also announced looking into a state funded traffic engineering program to review the Borough's current issues to find solutions.

#### **FIRE**

1. Fire Department Chief Vince Canella reported 4 calls for March, totaling 11 for 2017. Mr. Canella reported the car accident in March which was a result of driving under the influence. Mr. Canella reported two false alarms in Marshall and Pine.
3. Mr. Canella reported Allegheny County emergency trainings he scheduled at the building and requests the Borough to reimburse the Fire Department for \$240. Vice President David Baldonieri made a motion to reimburse the Fire Department \$240 for the trainings. Roy Wiegand seconded the motion. All in favor. Motion passed.

#### **ROADS**

1. Vice President David Baldonieri announced the bid opening results from the April 7 bid opening at Pine Township. Mr. Baldonieri presented the lowest bid from Liberoni Paving: base bid of Bradford Road (Wexford Run Road to east to Pillars) for \$213,268- a large portion of the costs are for storm sewer repairs. The alternate bid # 14 for Bradford Road (Wexford Run Road to Marshall Township) \$142,763, which Columbia Gas will be sharing the cost of (\$71,382). The other two alternate bids include: Burry Road for \$19,317 and Chestnut Road for \$48,887. Mr. Baldonieri recommended and made a motion approving the base bid and alternate bid #14 (considering Columbia Gas will pay for half of the cost) for the paving of Bradford Road with a total cost of \$284,650. Paula Hinston seconded the motion.

Aye: Charles Coltharp  
Thomas Kosmala  
David Baldonieri  
Victoria Pongrace

Roy Wiegand  
Todd Hipwell  
Paula Hinston

Motion Carries

2. Council discussed 2018 roads program as to plan ahead for TV-ing the storm sewers, have the engineers review, and prepare a list of roads for the 2018 bid in a timely manner.

#### **PLANNING AND ZONING**

1. Councilmember Roy Wiegand reported the Woodlands parking lot expansion project that will be expanded behind the salt shed. The Borough engineers are reviewing the plans for the grading permit.

#### **PERSONNEL**

None

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

1. Councilmember Thomas Kosmala reported there was no COG meeting.
2. Mr. Kosmala announced the stormwater pipe that had failed on Northland Public Library property and stated the Borough would like to assist in repairs but do not have the present means to do so. Mr. Kosmala announced the April 22 Gala Fundraiser at the Northland Library for the \$250,000 learning garden.
3. Mr. Kosmala reported the meeting with Ms. Thiess, Mayor Murray, and himself a week ago to review the agenda.

#### **ENVIRONMENT**

1. Councilmember Paula Hinston reported the 2 memorial trees to be planted April 29 at the Reserve for Earth Day.

#### **OLD BUSINESS**

1. President Charles Coltharp opened up the discussion of Laurel Road (the drive off of Oak Road). David Baldonieri made a motion to remove the tabled motion from the November 2016 meeting. Thomas Kosmala seconded. Roy Wiegand and Victoria Pongrace voted against. Motion passed.

Charles Coltharp made a motion to continue to acknowledge the section of road off of Oak Road (referred to as Laurel Road) as a private road and shall continue to be recognized as a private road and shall not be added to Ordinance 445. David Baldonieri seconded the motion.

David Baldonieri commented on the letter from the Franks and referred to the cost associated to move the road in the right of way. Mr. Baldonieri also commented the Borough's time, money, and energy put into this road issue. Victoria Pongrace clarified that the paper road could not be opened at this meeting, but would have to go through a procedure to open a paper road. Roy Wiegand commented on the current issue in favor for a private road.

Roll call vote for the motion:

Aye: Charles Coltharp, Thomas Kosmala, David Baldonieri, Roy Wiegand, Todd Hipwell, Paula Hinston

Abstain: Victoria Pongrace

Motion carries.

2. Ms. Thiess announced the newsletter was mailed out.
3. Ms. Thiess announced the County is still reviewing the Comprehensive Plan.
4. Mr. Coltharp reviewed previous discussion regarding speeding issues and remedies. Ms. Hinston proposed installing crosswalks along Bradford Road to create awareness from drivers that there are pedestrians along Borough roads. Discussion ensued regarding crosswalks.
5. Mr. Baldonieri updated Council that the engineers are talking with one another regarding the stormwater plan for the driveway installed at 700 Woodland Road.

## **NEW BUSINESS**

1. None

## **ACKNOWLEDGEMENTS**

1. Paula Hinston acknowledged Natalie Thiess for publishing the Borough Newsletter.

## **ADJOURN**

Motion was made by David Baldonieri to go into Executive Session, seconded by Thomas Kosmala. The public meeting adjourned at 9:16 p.m.

Motion was made by Thomas Kosmala to adjourn executive session to return to a public meeting. Seconded by Roy Wiegand. The Executive Session adjourned at 9:45 p.m.

Motion to adjourn the public meeting by David Baldonieri. Seconded by Roy Wiegand. Meeting adjourned at 9:45 p.m.

Respectfully submitted,

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Natalie Thiess, Manager

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Date