

**BRADFORD WOODS BOROUGH COUNCIL
REGULAR MEETING - August 14, 2017
APPROVED**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by President Charles Coltharp. There were 4 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
Roy Wiegand, Council Member
Todd Hipwell, Council Member
Paula Hinston, Council Member

The Official(s) absent were:

Robert Murray, Mayor

Charles Means, Solicitor
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 for executive session to discuss legal matters.

MINUTES

1. President Charles Coltharp called for a motion to approve meeting minutes from the regular Council Meeting held on July 14, 2017.

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

Motion to pass the July 14, 2017 meeting minutes.

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

Motion Carries

PUBLIC COMMENTS REGARDING AGENDA

1. None

MAYOR'S REPORT

1. None

MANAGER'S REPORT

Borough Manager Natalie Thiess reported on the following:

1. Ms. Thiess reported the following roads were taken care of for vegetation management: Bradford; Oak; Lincoln; Willow; Forest Ext; section of Forest; Burry; Coolidge; W. Harding; Washington; end Bellaire.
2. Ms. Thiess presented the documents prepared by the NHCOG's solicitor regarding Act 172. Ms. Thiess discussed the meeting with other managers in the COG and mentioned the arrangement Franklin Park proposed to do in lieu of the Act 172; Franklin Park Fire Department (consisting of one, like Bradford Woods) proposed to use the contribution money already provided by the municipality to create an incentive program of gift cards per call, keeping total cost under \$600 (per IRS). Ms. Thiess announced this is a decision to be made by September for budget purposes as well as the ordinances and resolutions that need to be finalized. Solicitor Chuck Means stated the documents created by NHCOG's solicitor (Tucker Arensberg) are a good base for Act 172. Mr. Means stated the other municipalities he represents have not passed anything regarding Act 172 yet, but are discussing the Act. Councilmember Victoria Pongrace stated it is important for us to understand how the Fire Company documents their volunteering hours, how many volunteers would fall under this, and what the impact on the budget is. President Charles Coltharp explained the detailed process and procedures the Fire Company utilizes to track the volunteers' training level and hours. Discussion ensues regarding Bradford Woods Fire Company calls, certification process, and if this Act would incentivize more volunteers to join.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

1. Borough Manager Natalie Thiess introduced Borough engineer representative Kevin Brett from Lennon Smith Souleret to present the Pollution Reduction Plan (PRP) for the 2018 NPDES permit cycle. Ms. Thiess presented the three maps hanging on the wall for review: the Land Cover; MS4 Drainage Area (calculated); and Proposed BMP Projects. Mr. Brett explained the PRP is a part of the requirements for the next 2018 NPDES Permit cycle. Mr. Brett explained there are two watersheds in the Borough, both having siltation loads: Pine Creek and Brush Creek. Both watersheds have separate sediment load removal rates, as well as separate Best Management Practices (BMPs) projects to meet those required rates. Mr. Brett went over multiple options for BMP, but concluded based on the geographical nature of the Borough, stream restoration will be the BMP choice for the Borough. Mr. Brett informed the current existing sediment (TSS) loading for Brush Creek is 52,000 lbs/year and for Pine Creek is 60,000 lbs/year. The BMP sediment removal for Brush Creek is 5,610 lbs/year for 5 years and 6,730 lbs/year for 5 years for Pine Creek. President Coltharp asked if that was a large amount. Mr. Brett answered that the Borough is unique that most discharges are direct and have a fair amount of pervious land cover. Mr. Brett explained that the current estimate of \$192,500 (\$38,500/year) is conservative due to unforeseen costs, such as easements, that would be included in the total cost. Mr. Brett explained the projects will be spread out over the 5 years and study the erosion of streams will be examined throughout the 5 years. Further discussion ensued regarding other types of BMP projects, project costs, and the permit types. Ms. Pongrace asked about doing projects on private property and how it blurs the lines with ownership. Mr. Brett responded that in the Borough's case, there will be a few properties that this applies to and there would be a very specific easement agreement that goes along with this

particular instance. Mr. Brett further explains the lines would blur with private ponds on homeowner's associations and warns that it would get very complicated when dealing with private ponds on homeowner association properties, but with individual specific easements are less complex. Vice President David Baldonieri asked if they have to grant us an easement. Mr. Brett replied yes because this project entails years of maintenance after the project and the Borough would need access for the future for maintenance purposes. Resident Kevin Rhule, 849 Oak Road, asked if the homeowners are involved with responsibility to maintain and the cost of the BMP. Mr. Brett replied it is the Borough's responsibility for the cost and maintenance for this specific BMP project for the PRP. Ms. Hinston asked if there is grant money. Mr. Brett responded there are some grants that come and go, but there will most likely be more in the future. Mr. Brett discussed the fees that certain type and class municipalities can enact to help pay for the stormwater projects. Mr. Brett explains that stormwater is now being looked at as a utility, not something municipalities only think about. It is becoming more of a utility just as important as sewer systems, but with more training and reporting with stormwater. Further discussion ensued regarding the Borough's PRP.

SOLICITOR'S REPORT

1. Charles Means announced the property maintenance issue which will be discussed in Executives Session.

COMMITTEE REPORTS

FINANCE

1. Councilmember Todd Hipwell discussed the July check register. Mr. Hipwell reported there were 20 checks, 5 paychecks, and 5 electronic payments. Mr. Hipwell reported the largest checks included the \$17,879.00 to the Northern Regional Police Department, Northland Public Library \$6,135, July rent and contribution to the Fire Department for \$3,579.50, and \$2,459.54 to Lennon, Smith, Souleret.

Todd Hipwell made a motion to pay and ratify payments for July 2017. Seconded by Thomas Kosmala.

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

Motion Carries

2. Councilmember Todd Hipwell reported the July revenue and expense report. Mr. Hipwell reported the total revenue is \$49,706 and total expense is \$43,726 and carrying a cash balance of \$482,856. Mr. Hipwell discussed the check from Columbia Gas for paving reimbursement according to the line item on the revenue/expense report. Discussion ensued regarding the capital purchase amounts.

SAFETY

1. Councilmember Victoria Pongrace reported the July police report as follows: 27 calls, 1 traffic citations, and 3 warnings. Ms. Pongrace reported no deer hit by cars for the month of June.

2. Councilmember Victoria Pongrace announced the speed limit signs installed. Ms. Pongrace also reported on the two flaggers hit by cars during the Columbia Gas pipeline project.

FIRE

1. Councilmember Victoria Pongrace reported 5 calls (3 false alarms; 1 fireworks call handled by NRPD; 1 water condition call) for July totaling 26 for 2017.
2. Ms. Pongrace announced the Pancake Breakfast and Bike Parade August 26.

ROADS

1. Vice President David Baldonieri discussed 2017 road paving project with Liberoni Paving beginning in early September, beginning after the Columbia Gas project will be completed. Mr. Baldonieri explained the process of the project: starting with the stormwater on the east end of Bradford and moving westward. The exact plan of the project is not 100% clear.
2. Discussion amongst the entire Council regarding school buses through construction and Columbia Gas project issues (working on Sunday, damages on public and private property, etc).
3. Mr. Baldonieri announced the meeting between Ms. Thiess and Mr. Jake Turner (Roads) to review and access the 2018 roads project. Mr. Baldonieri listed the following roads for 2018: Base bid- 1) East Harding; 2) N. & S. Burry; 3) Chestnut; and Alt 1) Crystal Springs; Alt 2) Cedar; Alt 3) Spruce. Mr. Baldonieri stated we will begin to work with the engineer to get the specs together. Mr. Coltharp explained the process he used to formulate road paving schedule.

PLANNING AND ZONING

1. Councilmember Roy Wiegand reported two (2) building permits for: 52 Marblehead for deck and 214 Oak Grove for a pool.

PERSONNEL

None

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

1. Councilmember Thomas Kosmala stated there is no report for NHCOG.
2. Mr. Kosmala discussed the Library Board meeting and information. Mr. Kosmala the 3.55% increase in the library contribution from the Borough because of the maintenance that needs to be done.
3. Mr. Kosmala announced the meeting with Robert Murray to review the agenda.

ENVIRONMENT

1. Councilmember Paula Hinston discussed the meeting with EPAC to discuss the Aquatic Edge packet. Ms. Hinston distributed and reviewed the questions and answers EPAC had for Aquatic Edge regarding the project and proposal. Discussion ensued regarding the costs associated the herbicide treatments/further maintenance and solar aerator, which totals \$8,228, plus future costs for maintenance (around \$250-\$550/year if algae is eradicate the first rounds of herbicide). Ms. Hinston reviewed the process of the project: first beginning with herbicide treatments, then the installation of the aerator. Ms. Hinston provided an alternative method given by a resident; to draw down the pond (during the draw down, the pond can easily be drawn down) and rake out the algae. Ms. Hinston said Aquatic Edge said that would not be a successful method. Mr. Baldonieri questioned the chemicals involved with the herbicide treatments. Ms. Hinston stated the company uses these herbicides regularly. Mr. Baldonieri asks what the end

goal/achievement is for this project. Mr. Coltharp stated it seems like there will be some plants left. Discussion ensued regarding the former dredging project of 2011.

Paula made a motion to grant the whole proposal for the project from Aquatic Edge dated 6-29-2017. Seconded by Todd Hipwell.

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

Motion Carries

2. Ms. Hinston announced the meeting with EPAC to go assess the Lake Loop Trail proposal to do a project from the Conservancy. Ms. Hinston discussed the options regarding the trail: 1) Switchback trail and 2) Steps around 15' long x 6' high. Ms. Hinston stated EPAC recommends installing stairs after the Borough engineer reviewing plans to ensure safety. Further discussion regarding the project ensued. Mr. Coltharp reviewed the question regarding having the stairs or walkway ADA and requested to wait for a motion to approve the project.

OLD BUSINESS

1. President Charles Coltharp discussed the deer drone counts and asked Ms. Thiess if Marshall and Pine Township showed interest in partaking in the deer drone counts together. Ms. Thiess replied that Pine and Marshall are not interested in partaking in the deer drone count at this time. Discussion ensued regarding the legal situation of drones flying over houses. It was determined the Borough will not be pursuing the deer drone counts at this time.
2. Councilmember Thomas Kosmala discussed the proposed Resolution 10 of 2017 in support of a citizen's commission for legislative and congressional redistricting, taking the redistricting powers away from the politicians and to the citizen's group. Mr. Kosmala noted he made changes from the previous proposed Resolution by taking out politician names that the Resolution would be sent to. Mr. Kosmala reviewed the proposed Resolution to Council. Discussion between Councilmembers ensued regarding the Resolution that showed an incongruity of opinion on the matter.

Councilmember Thomas Kosmala made a motion to approve Resolution 10 of 2017 in support of a citizen's commission for legislative and congressional redistricting. Vice President David Baldonieri seconded the motion.

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

Motion does not carry.

NEW BUSINESS

1. Ms. Thiess requested Council to respond to attend the North Hills Council of Governments Annual Dinner.
2. Councilmember Victoria Pongrace announced the newsletter and requested information for the newsletter by September.
3. Ms. Pongrace announced the 2018 budget planning and meetings are to begin in the next couple months.

ACKNOWLEDGEMENTS

1. Ms. Thiess acknowledged and thanked Vicki Wiegand and other Volunteers who worked in the garden at the Borough office, as well as the volunteers who worked on the gardens on Forest Road. Thomas Kosmala acknowledged Vicki Wiegand and the eloquent letter she wrote to the Northland Public Library.

ADJOURN

Motion was made by Thomas Kosmala to go into Executive Session, seconded by Victoria Pongrace. The public meeting adjourned at 9:41 p.m.

Motion was made by Victoria Pongrace to adjourn executive session to return to a public meeting. Seconded by Roy Wiegand. The Executive Session adjourned at 9:47 p.m.

Motion to adjourn the public meeting by Victoria Pongrace. Seconded by Roy Wiegand. Meeting adjourned at 10:04 p.m.

Respectfully submitted,

Natalie Thiess, Manager

Date