

**BRADFORD WOODS BOROUGH COUNCIL
REGULAR MEETING - March 9, 2020
APPROVED**

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by President Victoria Pongrace. There were 9 people present in the audience.

The Officials in attendance were: _____

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

The Official(s) absent were:

Douglas Marsico, Mayor

Natalie Thiess, Borough Manager
Kate Diersen, Solicitor
John Sicilia, Police Chief NRPD

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

ANNOUNCEMENT OF EXECUTIVE SESSION

1. Ms. Pongrace announced an executive session after the regular meeting to discuss legal matters.

MINUTES

1. Ms. Pongrace called for a motion to approve meeting minutes from the regular Council Meeting held on February 10, 2020. Mr. Rhule motioned to approve the meeting minutes. Mr. Coltharp seconded.

Motion to pass the February 10, 2020 minutes.

Aye: Victoria Pongrace
Kevin Rhule
Thomas Kosmala
David Baldonieri
Charles Coltharp
Jennifer Griffin

Abstain: Todd Hipwell

Motion Carries

PUBLIC COMMENTS REGARDING AGENDA

1. Ms. Griffin asked for clarification on the public comments regarding agenda items. Ms. Diersen stated it is on the agenda under the Sunshine Act to allow the public to comment on Council action items before a formal vote.

MAYOR'S REPORT

1. None

MANAGER'S REPORT

Borough Manager Natalie Thiess reported on the following:

1. Ms. Thiess reviewed the February 2020 Public Works report. Some items reported: equipment repairs; pothole repairs; sign maintenance; clearing trees; salt usage report.
2. Ms. Thiess stated there was a meeting set to review Penn Power vegetative management plan, but has been rescheduled for March 12. Ms. Thiess stated she spoke with people from the PUC to see what authority municipalities have with utility companies cutting trees in their Right-of-Ways. The laws provide the utility companies discretion to make decisions on how to protect the utilities with vegetation management, with the municipality's ordinances in mind. Ms. Thiess stated the representative from the PUC suggested to create a program "Right Tree, Right Place" for education for residents to know what and where to plant in the Right-of-Ways. Mr. Rhule asked if Penn Power will approve the program. Ms. Thiess stated she would present to Penn Power for approval.
3. Ms. Thiess stated the newsletter is planned to be mailed early April.
4. Ms. Thiess informed Council that she attended Allegheny County Hazard Mitigation meeting. At the meeting, she completed two out of the three requirements for the Borough to be included in the Hazard Mitigation Plan, as well as being qualified with federal funding if needed.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

1. None

SOLICITOR'S REPORT

1. None

COMMITTEE REPORTS

FINANCE

1. Mr. Hipwell discussed the February check register. Mr. Hipwell reported there were 14 checks, 4 paychecks, and 4 electronic payments. Mr. Hipwell reported the largest checks included \$20,110 to Northern Regional Police, \$3,579 to Bradford Woods Volunteer Fire Company for contribution and rent, \$3,160 and \$3,157 to Morton's Salt, and \$1,1117 to West View Water for hydrant rentals. Total for checks: \$42,668.

Mr. Hipwell made a motion to pay and ratify payments for February 2020. Seconded by Mr. Rhule.

Mr. Kosmala asked what the fines were being reimbursed to Northern Regional Police Department. Ms. Pongrace stated the Borough receives the magistrate fines (for speeding, etc) and passes it to NRPD.

Ms. Pongrace asked about the McCandless Summer Recreation program payments for 2018-2019. Ms. Thiess discussed the Summer Recreation program and stated there was personnel situations that caused issues with sending invoices to municipalities. Discussion ensued regarding the recreation program.

Aye: Victoria Pongrace
Thomas Kosmala
Charles Coltharp
David Baldonieri
Kevin Rhule
Jennifer Griffin
Todd Hipwell

Motion Carries

2. Ms. Thiess introduced the pre-ratified check list before Council for approval. Motion was made by Mr. Hipwell to pre-ratify bills for March/April. Motion was seconded by Mr. Kosmala.

Aye: Victoria Pongrace
Thomas Kosmala
Charles Coltharp
David Baldonieri
Kevin Rhule
Jennifer Griffin
Todd Hipwell

Motion Carries

3. Mr. Hipwell reported the February revenue and expense report. Ms. Thiess reported the total revenue is \$39,361 and total expense is \$45,602 and a cash balance of \$429,680.

SAFETY

1. Ms. Pongrace reported the February police report as follows: 21 calls; 23 traffic warning(s); 6 citation(s). Two (2) deer were hit.
2. Ms. Pongrace stated it is the NRPD Union Contract Negotiation year.
3. Ms. Pongrace stated NRPD has created social media presence to keep in touch with the community.
4. Chief Sicilia discussed latest speeding trends, officer practices when pulling a resident over, use of radar signs, and the department's social media presence.

FIRE

1. Mr. Cannella reported there were no calls for February. 5 calls year-to-date.

ROADS

1. Mr. Baldonieri stated the 2020 road bid package is out and opening will be in March.
2. Mr. Baldonieri stated the truck has been purchased.

PLANNING AND ZONING

1. Ms. Griffin stated no Planning Commission meeting was held and will be held in April 6, 2020 at 7 PM.
2. Permits

- a. 509 Spruce- building permit for window installation
- b. 919 Dale- building permit for renovations
- c. 57 Seldom Seen- zoning permit for shed.

PERSONNEL

1. None

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

1. Mr. Kosmala reviewed the NPL items: there are structural issues with the building in the beginning of the planning process. HVAC will be completed by the Gala on April 18th; the new marketing hire; revenues from the Library Foundation; other municipalities creating libraries instead of contributing to Northland Library; the yard bombing event; late books will be automatically renewed instead of imposing late fees.
2. Mr. Kosmala discussed the NHOG executive board meeting, including the cable franchise agreements. Ms. Thiess discussed the committee for finding the new executive COG director.
3. Ms. Thiess discussed the potential formula change for Northland Public Library to include electronic circulation and computer usage into the contribution formula. All municipalities would have to agree by amending the current agreement by August. The amended agreement will be brought to Council for review and approval.
4. Robert Balough, 196 Bradford Road, asked about the cable franchise agreements and why Comcast is not in the Borough. Ms. Thiess stated it is up to business to approach the municipalities to expand their regional services and come to an agreement with the municipalities with cable. Mr. Balough asked about the cable franchise fees. Ms. Thiess stated that the Borough does not collect cable franchise fees.

ENVIRONMENT

1. Mr. Rhule reported next EPAC meeting is March 16 at 7 PM. Mr. Rhule reported the February 16 EPAC meeting. Mr. Rhule stated EPAC will be putting together materials two times a year to share with residents on the website and newsletter. Mr. Rhule stated regulation was discussed in relation to development in the Borough and an educational program should be created. Mr. Rhule stated they will review the trees in the Reserve for removal.
2. Diana Greenberg, 603 Edgewood Rd, asked if Penn Power submitted the vegetation plan for Forest Road transmission line project. Ms. Thiess stated is has not been submitted, but will be submitted at this week's meeting.

OLD BUSINESS

1. Guy Tomciek, 4842 Wexford Run Road, asked if there were any updates with BWCC/BradMarPine baseball field. Ms. Thiess stated that they have their grading permit but have not submitted any other permit applications at this time. Petra Tomciek discussed her situation with BradMarPine and Church position on the field.
2. Mike Quigney, 821 Oak Road, discussed the legal case as a co-defendant with the Borough. Mr. Quigney discussed the proposed settlement agreement and some concerns he has with the documents, primarily the maintenance agreement. Mr. Quigney requests to be recorded in the minutes requesting Council's position on the maintenance agreement. Mr. Quigney also requests to be recorded in the minutes that the Quigney's will not likely be participating in the agreement.

NEW BUSINESS

1. Mr. Baldonieri discussed a resident complaint regarding stormwater on Lincoln Road.

2. Mr. Coltharp stated a resident requested pothole repairs on Seldom Seen. Ms. Thiess stated Mr. Turner informed her that he is waiting until the weather changes so the plow would not break the patch apart.
3. Mr. Hipwell queried about a telephonic Council meeting pending the COVID-19 situation. Ms. Diersen discussed the Sunshine Act and stated she will look into it further.

ACKNOWLEDGEMENTS

1. None

ADJOURN

Motion to adjourn the public meeting to go into executive session at 7:55 P.M. by Kevin Rhule, seconded by Thomas Kosmala motion carried.

Motion to adjourn executive session and go into the public meeting at 8:56 P.M. by Kevin Rhule, seconded by Charles Coltharp motion carried.

Motion to adjourn the public meeting at 8:56 P.M. by Kevin Rhule, seconded by Charles Coltharp motion carried.

Respectfully Submitted,

Natalie Thiess, Borough Manager

Date