

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING
FEBRUARY 14 , 2022**

The Bradford Woods Borough Council meeting was called to order at 7:04 p.m. by Council President Victoria Pongrace. There were 5 members in the audience.

The Officials in attendance were:

Victoria Pongrace, Council President
Kevin Rhule, Vice President
David Baldonieri, Council Member
Dan Dimond, Council Member
Thomas Kosmala, Council Member (Late)

The Official(s) absent were:

Doug Marsico, Mayor
Jennifer Griffin, Council Member
Todd Hipwell, Council Member

Kate Diersen, Solicitor
Erin Huber, Borough Manager

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

Motion made by Mr. Baldonieri, seconded by Mr. Kosmala to approve the January 3, 2022, reorganization and regular minutes passed unanimously.

PUBLIC COMMENTS REGARDING AGENDA

None.

EXECUTIVE SESSION

Personnel and Legal matters.

MAYOR'S REPORT

None. Mayor Marsico was not in attendance.

MANAGER'S REPORT

Borough Manager Erin Huber reported on the following:

1. January Public Works reported that a road sign was replaced due to graffiti; approximately 250 ton of salt has been used so far this season with one storm using 70 ton alone.
2. North Hills Council of Governments (NHCOG) called an emergency meeting regarding Morton Salt supplies not being delivered to municipalities. The issue was due to a shortage of workers to get the salt off of the barges and cars, as well as a shortage of truck drivers to deliver the salt.
3. Municipal reports filed with the Department of Community and Economic Development (DCED), as well as the Liquid Fuels report with PennDOT.

4. A letter was signed by Council President, Victoria Pongrace and sent to .gov requesting a domain name. This will provide a more secure email structure and assignment of emails for all of Council.
5. Ms. Huber stated she is getting quotes to outsource payroll, due to the time constraints of entering payroll, processing with the bank and paying taxes biweekly.
6. Computer updates including installation of Microsoft 365 will take place this week.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

1. None.

SOLICITOR'S REPORT

1. None

COMMITTEE REPORTS

FINANCE

1. Ms. Pongrace reported on the January check register, stating the big-ticket items were LSSE and NRPD. Motion made by Mr. Rhule second by Mr. Dimond to pay and ratify payments for January 2022 passed unanimously. Motion Carried.
2. Ms. Pongrace reviewed the pre-ratify checklist for February and March for Council approval. Motion made by Mr. Kosmala seconded by Mr. Dimond to pre-ratify bills for February/ March passed unanimously. Motion Carried.
3. Ms. Pongrace introduced the January revenue and expense report, highlighting the totals for revenue \$4,172, expenses \$15,719 matching year to date, and capital reserve \$1,219,000.

SAFETY POLICE

1. Lt. Jones summarized the NRPD 2021 year-end report with a total of 8,593 calls for service. 192 calls were for Bradford Woods; noting 47 medical emergencies, 19 traffic citations and 75 warnings. January 2022 calls for service: 18 calls; 5 traffic warnings, 0 citations.
2. Lt. Jones reported that Borough cameras at the municipal building are now working in the police department.
3. Lt. Jones highlighted his involvement coordinating and now managing the Gaming Economic Development Tourism Fund Grant (GEDTF) through the Redevelopment Authority of Allegheny County. NRPD was awarded \$100,000 for upgrading portable radios which will assist with communication to other police departments.

FIRE

1. Fire Chief Vince Cannella reported 3 calls for January 2 at the Woodlands and 1 false alarm.

ROADS

1. Mr. Baldinieri reported that the 2022 Roadway and Storm Sewer bid will be advertised in the next couple of weeks. The Borough is in a joint bid with Pine Township this year. There will be

an alternate added to the bid package to include work on Oak Road to resolve severe icing issues.

PLANNING AND ZONING

1. 1 Building Permit issued to add an interior bathroom at 176 Bradford Road.
2. Advertising Ordinance amending chapter 225 is on hold for now. Ordinance will be sent for review.
3. EPAC and Planning Commission meetings have been advertised in the Post-Gazette. The meetings dates will be posted on the website as well.

PERSONNEL

1. None.

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

1. Mr. Kosmala gave updates from the January 20, 2022, COG meeting. Highlighting issues with getting salt off of the train cars and drivers getting it to the municipalities. Other authorities wanting to join the COG to benefit from salt pricing and other amenities. Cohen Law group is working on reviewing the PA50/CATV for the COG.
2. Mr. Kosmala announced that at the Northland Library Reorganization meeting he was appointed as the President of the Library Authority. The Northland Library is a Gold Star Library and its main focus this year is advocacy. North Hills Trib did an article on the library illustrating its importance to the public and local communities by highlighting the 2021 circulation of physical items at 945,000, which is almost two times more than second place Carnegie Library. Mr. Kosmala will be meeting with the Council President in McCandless to discuss their contributing to the library next year.

ENVIRONMENT

1. EPAC is now having regular monthly meetings on the 3rd Tuesday of the month.
2. Mr. Rhule reported that EPAC is working on a deer management strategy. They are going back through the history and taking a look at what has been decided and why to document this history. Karen Brock will be working with the manager to create an EPAC page for the Borough's website where these items will be posted.
3. Tree sale efforts will be reignited in March to complete plantings of trees that were sold last year. An email blast will go out.
4. Mr. Rhule stated a Tree management strategy is in the works.
5. Mr. Rhule inquired about an update to fencing inside the reserve to protect the trees from the deer. Ms. Diersen responded that a conversation needs to take place to address possible solutions to protecting the trees.

OLD BUSINESS

1. None.

NEW BUSINESS

1. Ms. Pongrace announced that Erin Huber and she will be attending the ALOM Conference in April.
2. Ms. Pongrace reported that the Borough will recognize Local Government Week, April 11-15, 2022, which recognizes the important contributions of local governments.

ACKNOWLEDGEMENTS

1. None.

EXECUTIVE SESSION

Motion made by Mr. Rhule, seconded by Mr. Dimond at 7:52 p.m. to go into executive session passes unanimously.

ADJOURN

Motion to adjourn the public meeting at 8:06 p.m. by Mr. Rhule, seconded by Mr. Dimond motion carried.