

BRADFORD WOODS BOROUGH COUNCIL REGULAR MEETING - December 13, 2021

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by President Victoria Pongrace. There were 10 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
Douglas Marsico, Mayor

The Official(s) absent were:

None

Tobias Cordek , Borough Interim Manager
Jacob Leyland, Solicitor
SGT Matt Blough, NRPD

CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

PRESENTATION of a Check for the current phase of the Willow Road Project by the Allegheny County Conservation District was made by Riley Kinney of the ACCD

ANNOUNCEMENT OF EXECUTIVE SESSION

1. Ms. Pongrace reported that executive sessions to discuss personnel matters were held on November 29 and December 2, 2021 and an executive session to discuss personnel matters will be held at the conclusion of this meeting.

MINUTES

1. Ms. Pongrace called for a motion to approve meeting minutes from the regular Council Meeting held on November 8, 2021. Mr. Rhule moved to approve these minutes. Mr. Baldonieri seconded with the motion passing unanimously.

PUBLIC COMMENTS REGARDING AGENDA

1. None

MAYOR'S REPORT

1. None

MANAGER'S REPORT

The following was acted or reported upon:

1. General Public Works activity included repairs on the skid loader, two callouts for snow and completion of the current phase of Willow RD storm water management and paving.
2. Work by Shields Construction on the 2021 project will be noted under Public Works Committee tonight.
3. Mr. Cordek reported that the line renewal project of Columbia Gas continues, primarily at the intersection of Wexford Run and Bradford Roads.
4. The current phase of the Willow Road now requires completion of project documentation.
5. The Borough's annual insurance renewal meeting held on December 6, 2021 yielded renewal at previous levels of coverage. Our broker projects an increase of about \$800 on the total package pending receipt of additional information from the Bradford Woods Volunteer Fire Department.
6. Motion made by Mr. Coltharp, seconded by Mr. Rhule to approve the list of Firefighters eligible for a 2021 Earned Income Tax Credit was approved unanimously.
7. Motion made to appoint Maher Duessel for auditing services for the years 2021, 2022 and 2023 by Ms Griffin, seconded by Mr. Rhule was approved unanimously.
8. Motion made by Mr. Kosmala, seconded by Mr. Coltharp to adopt Resolution 17 accepting the Northern Regional Police Department Pension Plan Trust employee contribution of 5% for the year 2022 to the NRPD Pension Plan in accordance with NRPD Resolution 2021-3 passed unanimously.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

1. The Borough Engineer continues preparation of a report on the Pollutant Reduction Plan (PRP) for 2022 and general information for Council and the public at Council's February 14, 2022 Meeting.

SOLICITOR'S REPORT

1. None

COMMITTEE REPORTS

FINANCE

Mr. Hipwell made a motion, seconded by Mr. Coltharp to pay and ratify checks for November, 2021. The motion carried unanimously.

1. Mr. Hipwell introduced the pre-ratified check list for December, 2021/January, 2022 to Council and moved that the list be approved. Motion was seconded by Mr, Rhule and passed unanimously.
2. Mr. Hipwell reported on the October revenue and expense report, noting total monthly: revenue of \$69,488.00 and expenses of \$26,747.00. Some EIT and Real Estate taxes were re-coded to

reflect actual collections.

SAFETY

1. SGT Blough, NRPD gave the November 2021 police report as follows: 15 miscellaneous calls for service, the greatest numbers being 5 fire calls and 3 medical emergencies; 10 warnings. Year to date numbers are: 179 calls; 17 citations; 70 warnings. Upon the request of President Pongrace, SGT Blough described his specialty as a certified accident reconstructionist.

FIRE

1. Chief Canella elaborated briefly on the aforementioned 5 calls during November.

ROADS

1. Public Works Chairman Baldonieri reported that scheduling of a final walkthrough to review the work done under the 2021 Road Program is in process. The program took less base repair than expected saving \$40,779.00. We have received an invoice from Shields Paving for the retainage for the 2020 Road Program and an invoice for 95% of the 2021 Program cost in the amount of \$297,016.98. Due to asphalt contractor availability and seasonal conditions, cold patch will be used on areas to be repaired. A storm water line under Bradford Road at Lincoln Road will be extended 20-30 feet using an existing easement. MS4 work is planned for 2023. We are looking to a joint bid the 2022 Road Program with Pine Township. Plans for the 2022 program are nearly developed based upon the long-term capital plan and an up-to-date condition report. Including a \$58,000 grant, the total 2022 Road Program budget may approximate \$367,000.

Motion made by Mr. Baldonieri, seconded by Mr. Kosmala to approve the payment of \$13,319.98 to Shields

Asphalt Paving for retainage held on the 2020 Road Program passed unanimously.

Motion made by Mr. Baldonieri, seconded by Mr. Coltharp to approve the payment of \$297,016.98 to

Shields Asphalt Paving for 95% of the 2021 Road Program passed unanimously

PLANNING AND ZONING

1. A fence permit was issued for the extension of a split rail fence at 633 Bradford Road.
2. Motion was made by Ms. Griffin, seconded by Mr. Kosmala to authorize Legal Advertising for Ordinance #467, an ordinance to amend Chapter 148 NUISANCES to prohibit roosters with the Borough of Bradford Woods. Ms. Griffin commented that the previous Manager received many complaints about noise made by roosters. Noise complaints about roosters are considered police oriented, but not realistic to enforce under the current ordinance. The Borough Solicitor, Manager, NRPD and Planning Commission performed further analysis, coming to the conclusion that the simple solution is add roosters to the list of prohibit animals. The Solicitor drafted the language in the proposed ordinance. Enforcement would not be proactive.

Discussion ensued during comments from residents Guy Tomcic, Brian and Amanda Scanlon, Mark Alcalá, Dan Dimond including how roosters protect chickens from predators, such as hawks, comparison to barking dogs, the size of Borough lots, resolving complaints neighbor to neighbor, should roosters be considered pets, rooster behavior and rooster collars. It was suggested that concerned residents attend a Planning Commission meeting to further explore concepts on the matter.

Motion made by Ms. Griffin to table the motion under discussion, seconded by Mr. Coltharp passed unanimously.

3. Motion made by Ms. Griffin, seconded by Mr. Rhule to authorize Legal Advertising and notice to Allegheny County for an ordinance amending Chapter 225 of the Borough Zoning Code by amending Table 1 to address all uses not otherwise provided in the ordinance and to clarify setback requirements passed unanimously.
4. Motion made by Ms. Griffin, seconded by Mr. Rhule to adopt Resolution No. 18 appointing Scott Frank to a three year term on the Bradford Wood Zoning Hearing Board effective January 1, 2022, expiring December 31, 2024 passed unanimously.
5. Motion made by Ms. Griffin, seconded by Mr. Rhule to appoint Susan Allardice to a four-year term on the Bradford Woods Planning Commission effective January 1, 2022 and expiring December 31, 2025 passed unanimously.
6. Motion made by Ms. Griffin, seconded by Mr. Hipwell to appoint Barbara Heintz to a four-year term on the Bradford Woods Planning Commission effective January 1, 2022 and expiring December 31, 2025 passed unanimously.
7. Motion made by Ms. Griffin, seconded by Mr. Rhule to appoint Andrew Hutchinson to a four-year term on the Bradford Woods Planning Commission effective January 1, 2022 and expiring December 31, 2025 passed unanimously.

PERSONNEL

1. Council President Pongrace announced that an executive session on a personnel matter will be conducted at the conclusion of this meeting.
2. Motion made by Mr. Coltharp, seconded by Mr. Baldonieri to appoint Tony Muhlenkamp to a one-year term to the Bradford Woods Vacancy Board effective January 1, 2022 and expiring December 31, 2022 passed unanimously.

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

1. Mr. Kosmala noted that salt through the North Hills COG joint bid will cost \$72.83 per ton during this winter season. Pete Ramage, longtime elected official from Etna Borough, received a proclamation for his superb leadership of 30 years to the COG. Northland Library reports sharing 83,000 books, receiving a Buncher grant of \$5000 and an American Sign Language grant of \$10,000. Management will receive 2% raises; staff will receive 3%, which helps them to catch up a bit to other local libraries

ENVIRONMENT

1. Plantings in the Reserve in 2022 are to be protected by some kind of protective fencing. Fencing will move to other locations as they are planted. This should be checked by the Solicitor for ordinance conformity.
2. EPAC's 2022 work plan features: a tree management strategy, enhanced deer management strategy, website implementation, pursuit of grants, educational opportunities, looking into "quasi-sidewalk" berms

OLD BUSINESS

None.

NEW BUSINESS

None.

ACKNOWLEDGEMENTS

Mr. Rhule acknowledged David Richards reaching 100 years of age on December 1. Newly elected Councilmember Dan Dimond was welcomed. Mr. Coltharp was commended for his fine service on the Bradford Woods Council.

2021 BUDGET DISCUSSION /APPROVAL

1. Motion made by Mr. Hipwell, seconded by Ms. Griffin to approve the 2022 Borough Budget passed unanimously. Inherent in the adopted budget is the Real Estate tax millage rate remaining the same.

ADJOURNMENT

Motion to adjourn the public meeting to enter into an executive session at 8:42 P.M. by Mr. Rhule, seconded by Mr. Coltharp carried unanimously.

Motion to adjourn the executive session at 8:56 P.M. by Mr. Rhule, seconded by Mr. Kosmala carried unanimously.

Motion made by Mr. Rhule, seconded by Mr. Baldonieri to appoint Erin Huber as the Bradford Woods Borough Manager/Secretary/Treasurer effective January 3, 2022 contingent upon successful completion of a background check passed unanimously.

Motion made by Mr. Baldonieri, seconded by Mr. Rhule to appoint Tobias (Toby) Cordek as Interim Borough Manager/Secretary/Treasurer effective immediately and until January 3, 2022 passed unanimously.

Motion to adjourn the public meeting at 8:59 P.M. by Mr. Rhule, seconded by Mr. Kosmala carried unanimously.

Respectfully Submitted,

Tobias Cordek, Interim Borough Manager

Date