

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

The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Council President Victoria Pongrace. There were 5 guests in the attendance.

Officials in attendance:

Doug Marsico, Mayor
Victoria Pongrace, Council President
Kevin Rhule, Vice President
David Baldonieri, Council Member
Dan Dimond, Council Member
Jennifer Griffin, Council Member
Todd Hipwell, Council Member
Thomas Kosmala, Council Member

Others in attendance:

Kate Diersen, Solicitor
Erin Huber, Borough Manager
Captain Bryan DeWick, NRPD

The Official(s) absent were:

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

Motion made by Mr. Kosmala, seconded by Mr. Rhule to approve the February 14, 2022, meeting minutes passed with Ms. Griffin and Mr. Hipwell abstaining because they were not in attendance at the 2/14/2022 meeting. Motion carried.

PUBLIC COMMENTS REGARDING AGENDA

None.

EXECUTIVE SESSION

Personnel and Legal matters.

MAYOR'S REPORT

Mr. Marsico shared that he officiated his first wedding and was congratulated by Council.

Mr. Marsico inquired as to when patching of roads would begin. Mr. Baldonieri stated that Jake had reached out to the contractor that does the hot patch work and will begin cold patching once the plow and salter are removed from the truck.

Mr. Marsico inquired about having a notary in the office. Ms. Pongrace stated that she had discussed it with Ms. Huber, and it is on her future to do list.

MANAGER'S REPORT

Borough Manager Erin Huber reported on the following:

The Borough of Bradford Woods was recognized as a Banner Community for the first time by the Allegheny League of Municipalities (ALOM). There will be a luncheon held to recognize these communities at the ALOM Spring Educational Conference in Seven Springs, April 7-10th. Both Ms. Pongrace and Ms. Huber will be attending. Bradford Woods received one complimentary scholarship to the conference because of the Banner Community designation.

The Borough is undergoing three audits. Maher Dussel is performing the general audit. AmTrust is conducting a Worker's Comp audit, and a Liquid Fuels audit. The Liquid Fuels audit has been completed. As far as the remaining two audits, all requested information has been submitted and the borough is awaiting a status update.

The Borough is recognizing Local Government Week April 11-15th, which encourages municipalities to provide understanding to the critical role municipal officials play in their community. There will be an article in the Newsletter and information posted on the website.

The bid opening for the 2022 Road Program is March 30th at 11 a.m. The bid results will be shared at the next meeting.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

Ms. Huer stated that the PRP public comment advertisement was published in the Post-Gazette on February 20th. A representative from LSSE will be at the April meeting to address comments and questions.

SOLICITOR'S REPORT

Ms. Diersen gave an overview of the Planning Commission's role:

- Serves as an advisory board, making recommendations to Council
- Review of zoning ordinances before they are adopted
- Issues pertaining to the land development or subdivision ordinances
- Involvement with the Comprehensive Plan which shows the intent of the land use and development of the Borough

Ms. Diersen gave an update on Ordinance 225 (Table 1 Regarding Setbacks) stating the wording special exception was added to accommodate uses that are not otherwise covered, as well as clarifying where the measurement is for front, side, and rear setbacks. The next step is advertising for the adoption of the Ordinance and Public Hearing at the April meeting.

COMMITTEE REPORTS

FINANCE

Mr. Hipwell reported on the February check register, stating the 5 largest payments were made to Morton Salt for \$10,089, Northland Public Library for \$6,490, ALOM for \$4576, AmTrust for

\$4,213, and Allegheny County Conservation District for \$3,800. Motion made by Mr. Hipwell, second by Mr. Kosmala to pay and ratify payments for February 2022 passed unanimously. Motion Carried.

Mr. Hipwell reviewed the pre-ratify checklist for March/April for Council approval. Motion made by Mr. Hipwell, seconded by Mr. Dimond to pre-ratify bills for March/April passed unanimously. Motion Carried.

Mr. Hipwell reported that there are no financial reports, but they will be included in next month's report.

SAFETY POLICE

Captain Dewick reviewed the February 2022 calls for service: 11 calls; 11 traffic warnings, 1 citation.

Captain Dewick reported that a new officer was hired, Justin Welling. He is the last officer to be hired off the current list. Applications are being accepted. Testing will be completed March 28, 2022, to establish a new eligibility list

Ms. Pongrace thanked the NRPD for their quick, targeted response to speeding concerns brought to our attention by Borough residents.

Motion made by Ms. Griffin, seconded by Mr. Dimond to adopt the 2022 Police Cooperative Agreement passes unanimously. Motion Carried.

FIRE

Fire Chief Vince Cannella reported 4 calls for February 2 false alarms, 1 natural gas leak, 1 missing child. Mr. Cannella talked about finding alternative ways, other than the fire alarm, to communicate missing children reports within the borough. Further discussion resulted in looking into the current website blasts or a subscription service.

ROADS

Mr. Baldonieri reiterated that the 2022 Roadway and Storm Sewer bid is coming up and that road patching will begin soon.

PLANNING AND ZONING

Ms. Griffin stated that the Planning Commission is trying to coordinate a meeting with Borough Solicitor, Kate Diersen to address questions and legal input on various issues.

Ms. Pongrace asked if the rooster issue was on the agenda to discuss with Ms. Diersen. Ms. Griffin gave a brief update concluding that roosters were on the agenda to be discussed with the solicitor.

Ms. Huber stated that building permit number 1207 was granted at 429 Bellaire for an indoor fireplace.

PERSONNEL

None.

NORTH HILLS COG / NORTHLAND LIBRARY

Mr. Kosmala stated there has not been a COG meeting; therefore, no report at this time.

Mr. Kosmala announced events and news of the library:

- April 1-3 is the library book sale
- April 23rd is the Garden Gala library fundraiser
- The 750,000 Keystone Grant was not awarded to the library this year; however, they did receive a grant for 150,000 that would be used for the entryway of the library
- The foundation raised \$145,000 last year
- Circulation for January is 100,445, which is 17% over January of 2021
- Your library card can assist with getting a RAD pass on their website at radpass.org
- Kim Rhule was appointed to the Policy & Planning Commission at the library for a 1-year term

ENVIRONMENT

Mr. Rhule reported that EPAC is working on a tree management strategy. They are putting together the vision for this long-term project. This will include the Reserve, Lake Loop, and the Village.

Mr. Rhule state that EPAC has appointed a liaison with the Conservancy and the Village

Mr. Rhule shared that the nursery that supplied the trees for the tree sale has defaulted, and he is working with other nurseries to complete the orders. Deliveries will be mid-April.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Ms. Pongrace announced that she was appointed as a District 1 Director for the ACBA at their March 3rd meeting. Explaining that the ACBA is an organization under the Allegheny League of Municipalities (ALOM). There are 71 Boroughs in Allegheny County that are divided into three districts and Bradford Woods is in District 1. Ms. Pongrace continued that there is a liaison to the Pennsylvania State Association of Boroughs (PSAB) and the ACBA passed a resolution to encourage PSAB to push the legislature to develop a statewide database of local governments for posting advertising requirements.

OLD BUSINESS

Ms. Pongrace reminded Council to complete their Statement of Financial Interests and return them to the manager, as they are due by May 1, 2022.

Ms. Pongrace announced that the Newsletter is in the works and invited anyone with an idea or topic to submit it to the manager.

NEW BUSINESS

Motion made by Mr. Baldonieri, seconded by Mr. Rhule to approve amended Resolution 03 of 2022 recognizing Local Government Week April 11-15th passes unanimously. Motion carried.

Motion made by Mr. Kosmala, seconded by Mr. Rhule to approve Resolution 03 of 2022 recognizing Local Library Week April 3 -9th passes unanimously. Motion carried.

ACKNOWLEDGEMENTS

Mr. Rhule stated that a resident passed away at the age of 100. He was known as the Mayor of Delmar. He extended his condolences to the family.

ADJOURN

Motion made by Mr. Kosmala, seconded by Mr. Dimond at 8:13 p.m.