

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING - approved
April 10 , 2023**



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

Officials in attendance:

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

Others in attendance:

Kate Diersen, Solicitor
Lt. Jeffrey Jones, NRPD

Appointed Officials in attendance:

Rusti Null, Borough Manager

Officials Absent:

David Baldonieri, Council Member
Jennifer Griffin, Council Member

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

- Motion made by Mr. Rhule, seconded by Mr. Kosmala, to approve the March 13, 2023 meeting minutes. Ms. Pongrace requested two corrections. Vote taken to approve the March 13, 2023 meeting minutes with corrections. Passed unanimously. Motion carried.

EXECUTIVE SESSION

None

PUBLIC COMMENTS REGARDING AGENDA

None

RESOLUTIONS AND OTHER MOTIONS REQUIRED

None

MAYOR'S REPORT

None

MANAGER'S REPORT

Ms. Null reported the following:

- The Woodlands Foundation adopted a Master Plan relating to their facilities and programs. The Master Plan is available for review at the Borough Office.
- Mr. Turner and Ms. Null attended the Pennsylvania Stormwater Summit on March 30, where they learned about innovations in stormwater management, green solutions, and potential funding opportunities.
- The Spring/Summer Newsletter was completed and distributed to all residents in the first week of April.
- The annual ARPA funds reporting is complete.

SOLICITOR'S REPORT

Ms. Diersen discussed updating the Borough's sign ordinance, which currently contains some unenforceable language. Since the Borough does not intend to enforce those parts of the sign ordinance, Council is not required to amend the ordinance and making the amendment does involve a cost.

UNFINISHED BUSINESS

- **SOFI forms are due to the Borough Office by May 1, 2023 .**

- **MFPAA Update**

Ms. Null reported that she has been meeting with managers from McCandless, Franklin Park, Marshall, and Pine as well as Chief Chris Dell from the McCandless Franklin Park Ambulance Authority. The Ambulance Authority is working to fulfill the recommendations from the Strategic Solutions report from December of 2022. Pine, Marshall and McCandless have requested that Maher Duessel perform a three-year financial audit (at the expense of those three municipalities) to provide a comfort level with the financial reports. Part of the MFPAA's financial shortfall stems from the practice of insurance companies discounting provider charges. Additionally, patients are less likely to pay balances due now because medical debt is no longer reported by credit agencies. Ms. Diersen stated that municipalities have a legal obligation to provide ambulance services to their residents.

- **Ordinance No. 470 Building Inspection Fees**

Motion made by Mr. Rhule, seconded by Mr. Hipwell, to adopt Ordinance No. 470. Passed unanimously. Motion carried.

- **Ordinance No. 471 Vacating the Paper Road Portion of Cedar/Spruce Roads**

Motion made by Mr. Rhule, seconded by Mr. Kosmala, to approve advertising Ordinance No. 471. Passed unanimously. Motion carried.

- **Ordinance No. 468 Adopting the International Property Maintenance Code (IPMC)**

Council discussed sections of the IPMC that they would like to amend before deciding on adopting the ordinance. Revisions were suggested relating to lawns, abandoned/junk vehicles, and pests/rodents. Ms. Diersen will draft the ordinance with revisions for discussion at the May 8 Council meeting.

NEW BUSINESS

- **Deer Management**

Mr. Rhule discussed the need for a reduction in the deer population in Bradford Woods, as the deer are currently a nuisance creating physical damage and financial consequences.

Mr. Rhule recommended that the Borough apply for a permit from the state allowing an extended hunting season from January through September. The permit deadline is July 1 for a start date of January 1, 2024.

FINANCE REPORT

Mr. Hipwell presented the March check detail report, stating there were 15 electronic check payments, 7 paper checks. The 5 largest payments were \$24,158 to Northern Regional Police Department, \$4,852 to LSSE, \$3,579 to Bradford Woods Volunteer Fire Company, \$2,061 to Goering, Rutter Boehm, and \$1,804 to North Hills COG SRT. Motion made by Mr. Hipwell, seconded by Mr. Kosmala, to pay and ratify checks/payments for March 2023. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the pre-ratify checklist for April/May 2023 (9 vendors) for Council approval. Motion made by Mr. Hipwell, seconded by Mr. Dimond, to pre-ratify bills for April/May 2023. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the Financial Reports for March 2023. Total Revenue: \$183,408 (the majority of which was Columbia Gas reimbursement for road repair of \$79,691 and Liquid Fuels funding of \$49,295). Expenses; \$48,056 and Total Fund Balance; \$1,013,731.

MONTHLY REPORTS SAFETY

- **POLICE**

Lt. Jones reviewed the March calls for service: 28 calls resulting in 5 citations and 8 warnings. NRPD total calls, all municipalities; 841 for March. 18 recruits passed the physical exam and completed the written exam.

- **FIRE**

Mr. Titus reported there were 10 calls related to the two recent storms. The project to reinsulate the Public Works Garage is out for bid. The Fire Company will be visiting kindergartners at Bradford Woods Elementary in April and May for fire safety training. All Fire vehicles will now carry Narcan and firefighters have been trained in its use.

MS4

The Village Homeowner's Association Board has requested that all Council members, Borough personnel and the Borough's engineer sign a non-disclosure agreement before viewing the HOA's plans for restoring the large Village pond. Motion to approve the Village HOA non-disclosure agreement was made by Mr. Rhule, seconded by Mr. Dimond. Passed unanimously. Motion carried.

Roads

Ms. Null reported that the 2023 Road Improvement Project bids were opened on March 29. The lowest bidder was Youngblood Paving. Mr. Baldonieri is recommending approval of the base bid for all of Seldom Seen Road and the add alternate #1, Oak Grove from Seldom Seen to Wexford Run. That would leave about \$30,000 in the budget to potentially include a change order and pave all of Laurel Road, if Seldom Seen comes in under the estimate. Motion made by Mr. Hipwell, seconded by Mr. Kosmala to approve Package A including all of Seldom Seen Road, Oak Grove from Seldom Seen to Wexford Run, and the Columbia Gas repair work with

the understanding that Columbia Gas will reimburse the Borough for the cost of the repair work. Passed unanimously. Motion carried.

Public Works

Ms. Null reported that Daquelente Paving completed patch work on Washington Road and will patch areas of Bradford Road later this month. Mr. Turner has been working to clean out the storage area of the garage in preparation for the Fire Company's project to replace the ceiling insulation. He would also like to free up some space to relocate machinery and equipment currently stored at the salt shed. Mr. Turner spent several days assisting with the cleanup of debris and branches after the recent storms.

Planning

Nothing to report. Next meeting will be May 1.

Zoning Permits

The following permits were issued in March:

- 139 Bradford Road building and zoning permits for an accessory structure.
- Oak Grove vacant lot fence permit - denied.
- 817 Oak Road building and zoning permits for a deck.
- 134 Shenot Road zoning permit for a sign.

PERSONNEL

Nothing to report.

NORTH HILLS COUNCIL OF GOVERNMENTS (COG) / NORTHLAND PUBLIC LIBRARY

NHCOG:

Nothing to report.

LIBRARY:

Mr. Kosmala reminded Council of the fundraising gala on April 22 and the Children's Gala on September 30. The spring book sale is May 5 and 6. The library is eliminating fines as of June 1. The library is bidding out the work to upgrade its main entrance, with plans to break ground in the fall.

ENVIRONMENT

Mr. Rhule reported that EPAC Met on March 21. The next meeting will be on April 18.

- Earth Day will be celebrated at the Reserve on April 22 from 10 am until 2 pm.
- EPAC is pricing fencing to protect newly planted trees from deer. Bradford Woods Conservancy has offered to help support the purchase of fencing.
- The Conservancy plans to plant Hawthorne, Dogwood and Hemlock trees.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Nothing to report.

OTHER BUSINESS

None

ACKNOWLEDGEMENTS

None

ADJOURN

Motion made by Mr. Rhule, seconded by Mr. Kosmala, to adjourn the meeting. Meeting adjourned at 8:20.

Respectfully Submitted,

Rachelle Null, Secretary

April 12, 2023

Date