

BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING- *approved*
June 12, 2023



The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Council President Victoria Pongrace. There were 4 guests in attendance.

Officials in attendance:

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
Doug Marsico, Mayor

Others in attendance:

Kate Diersen, Solicitor
Lt. Jeffrey Jones, NRPD
Chief Chris Dell, MFPAA

Appointed Officials in attendance:

Rusti Null, Borough Manager

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

- Motion made by Mr. Kosmala, seconded by Mr. Rhule, to approve the May 8, 2023 meeting minutes. Passed unanimously. Motion carried.

EXECUTIVE SESSION

Ms. Pongrace made an announcement regarding the executive session to take place immediately after the meeting.

PUBLIC COMMENTS REGARDING AGENDA

None

RESOLUTIONS AND OTHER MOTIONS REQUIRED

MAYOR'S REPORT

Mayor Marsico noted that Ms. Null has received her notary commission.

MANAGER'S REPORT

Ms. Null reported the following:

- The Maher Duessel audit is in progress and should be completed in July.

- The Borough received a copy of the 2023-2024 proposed budget for the North Allegheny School District and it is available for review in the Borough office.
- Morton Salt was the low bidder on the NHCOC salt contract for 2023-2024 at \$81.77/ton, up from \$75.02/ton in the current contract. Motion made by Mr. Rhule, seconded by Mr. Baldonieri to approve year 1 of the Morton salt purchase agreement. Passed unanimously. Motion carried.
- Allegheny County is updating their Comprehensive Plan and has asked local elected officials and municipal staff to complete a survey to determine the issues on which the plan will focus.

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Motion to Approve/Deny Ordinance No. 468

Motion made by Mr. Rhule, seconded by Mr. Kosmala, to approve Ordinance No. 468 Adopting the International Property Maintenance Code with Amendments. There were no comments from the audience. After discussion among the Mayor and Council, a vote was taken. Aye votes from Mr. Baldonieri, Mr. Dimond, Mr. Hipwell, Mr. Kosmala, Ms. Pongrace, and Mr. Rhule. Nay vote from Ms. Griffin. Motion carried.

MFPAA Update

Ms. Null reported that she and Ms. Pongrace attended a meeting with Chief Dell of the MFPAA and state and local elected officials from the MFPAA service area. The group discussed MFPAA Board configuration possibilities if Marshall, Pine and Bradford Woods join McCandless and Franklin Park in contributing financially to the Agency. The group preferred a structure consisting of one board member from each community served, but with votes being weighted based on the relative number of households in each community. Also at that meeting, Chief Dell stated that all municipal funding would be used for capital needs.

Deer Management

Mr. Rhule discussed the application for the Pennsylvania Game Commission Deer Management Assistance Program. The Borough would apply for ten "coupons" which would allow for ten deer kills from January, 2024 through September, 2024. Mr. Rhule, as a private citizen, would maintain the lists of properties where hunting is allowed (bow hunting only) and permitted hunters. The hunters would be off-duty police officers highly trained in hunting and safety protocols. The deadline to apply is July 1. Discussion ensued. Donald Webber-Plank of 748 Woodland Road asked about the amount of impact this program would have on the current deer population and if it would target does or bucks. Mr. Rhule responded that even ten deer would have an impact in having fewer deer born each year, and it would primarily target does. Susie Rhule of 849 Oak Road asked if we know how much hunting happens in the Borough during the state-sanctioned hunting season. Mr. Rhule responded that private citizens are not required to report that activity. Motion made by Mr. Rhule, seconded by Mr. Dimond to apply for PA Game Commission Deer Management Assistance Program. Aye votes from Mr. Baldonieri, Mr. Dimond, Mr. Hipwell, Mr. Kosmala, Ms. Griffin, and Mr. Rhule. Nay vote from Ms. Pongrace. Motion carried.

LPR Camera Installation at Bradford & Wexford Run Roads

Ms. Null reported that the Borough received a quote on the LPR equipment and installation fees from Secure Technical Solutions for \$16,000. The NRPD would cover the internet connection and cost of ongoing service. Ms. Null has contacted Penn Power to request approval to tap into an unmetered street light at that intersection to power the cameras and is waiting on a call back.

NEW BUSINESS

Emergency Operations Plan Update

Ms. Null reported that she and Mr. Vince Cannella, the Borough's Emergency Management Coordinator, have updated the Emergency Operations Plan. She will send out a survey to the mayor and members of Council to determine a date for required training. Motion made by Ms. Griffin, seconded by Mr. Hipwell to approve Resolution No. 9 of 2023 Emergency Operations Plan Update. Passed unanimously. Motion carried.

FINANCE REPORT

Mr. Hipwell presented the May check detail report, stating there were 14 electronic check payments, 4 paper checks. The 5 largest payments were \$24,158 to Northern Regional Police Department, \$12,000 to Daquelente Paving, \$7267 to Northland Library, \$3,579 to Bradford Woods Volunteer Fire Company, and \$3,013 to US Bank. Motion made by Mr. Hipwell, seconded by Mr. Rhule, to pay and ratify checks/payments for May 2023. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the pre-ratify checklist for June/July 2023 (7 vendors) for Council approval. Motion made by Mr. Hipwell, seconded by Mr. Kosmala, to pre-ratify bills for June/July 2023. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the Financial Reports for May 2023. Total Revenue: \$68,122 (the majority of which was Earned Income Tax of \$48,525). Expenses; \$68,220 and Total Fund Balance; \$997,635.

MONTHLY REPORTS

SAFETY

- **POLICE**

Lt. Jones reviewed the May calls for service: 15 calls resulting in 6 warnings. NRPD total calls, all municipalities; 741 for May. NRPD will participate in the BWVFC Touch-a-Truck event on Saturday, June 17. Three new officers were hired, starting June 26. Lt. Jones stated that golf carts used on public roads must be registered and insured, driven by a licensed driver. Vehicle owners with peeling license plates can submit form MV44 at the Northern Regional Office, 230 Pearce Mill Road in Wexford from 8:00 am to 4:00 pm weekdays to receive a free, new plate.

- **FIRE**

Assistant Chief Cannella reported there was 1 false alarm call in May.

- **EMS**

Chief Dell reviewed May calls for service: 11 calls resulting in 8 hospital transports.

MS4

Ms. Null reported that the DCED grant application will be reviewed by the Commonwealth Financing Authority at their July 18 Board meeting.

Roads

Nothing to report.

Public Works

- Ms. Null reported that the Borough was awarded a Low-Volume Road Grant by the Allegheny County Conservation District at \$204,000 for a project on Washington and West Harding Roads.
- The final salt order was delivered on June 8, and Mr. Turner was able to stack all of it in the salt shed.

Planning

Ms. Griffin reported that the July meeting may be rescheduled.

Zoning Permits

The following permits were issued in May:

- 17 Seldom Seen interior renovations.
- 5 Laurel Road driveway permit.
- 36 Forest second and final notice of violation.
- 139 Bradford accessory structure.

PERSONNEL

Nothing to report.

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

NHCOG:

Nothing to report.

LIBRARY:

Mr. Kosmala reported that the Children's gala will take place on September 30 and the library is seeking event sponsors.

ENVIRONMENT

Mr. Rhule reported that EPAC erected an 8' fence to protect young trees from deer. The Conservancy is exploring the options of an aerator or chemicals to control weeds and algae in the Reserve pond. Next EPAC meeting will be June 20.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Ms. Pongrace reported that new legislation for radar and legal advertising was discussed at the meeting on June 1. Allegheny County is receiving funds from opioid litigation settlements for use in mental health services.

OTHER BUSINESS

None

ACKNOWLEDGEMENTS

Mr. Rhule acknowledged Jeff & Shelly Muhlenkamp for installing the fence in the Reserve at a huge cost savings to the Borough.

ADJOURN

Motion made by Mr. Dimond, seconded by Mr. Kosmala, to adjourn the public meeting and go into executive session at 8:12 p.m. Passed unanimously. Motion carried.

Motion made by Ms. Griffin, seconded by Mr. Kosmala, to adjourn the executive session and go back into the public meeting at 8:16 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Rhule, seconded by Mr. Kosmala, to adjourn the public meeting at 8:16 p.m. Passed unanimously. Motion carried.

Respectfully Submitted,


Rachelle Null, Secretary

June 15, 2023
Date