

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING - approved
October 9 , 2023**



The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Council President Victoria Pongrace. There were 6 guests in attendance.

Officials in attendance:

Victoria Pongrace, Council President
Kevin Rhule, Vice President
Dave Baldonieri, Council Member
Dan Dimond, Council Member (7:17 arrival)
Jennifer Griffin, Council Member
Thomas Kosmala, Council Member

Official absent:

Todd Hipwell, Council Member
Doug Marsico, Mayor

Others in attendance:

Kate Diersen, Solicitor
Lt. Jeffrey Jones, NRPD
Chief Ben Titus, BWVFC

Appointed Officials in attendance:

Rusti Null, Borough Manager
Al Kohan, Zoning Officer
Jake Turner, Public Works

CALL TO ORDER

Pledge of Allegiance
Roll Call

MINUTES

- Motion made by Ms. Griffin, seconded by Mr. Kosmala, to approve the September 11, 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

BID OPENING

Two bids were received in response to the Borough's advertisement for a 2021 or newer skid steer. Ms. Diersen opened the bids and read them aloud. Motion to award bid was made during the Solicitor's Report later in the meeting.

RESOLUTIONS AND OTHER MOTIONS REQUIRED

- Motion to approve the 2024 Northland Public Library budget adopted by the NPL Authority Board of Trustees on September 26, 2023 made by Mr. Kosmala, seconded by Mr. Rhule. Passed unanimously. Motion carried.

- Motion to approve Resolution No. 13 of 2023 requesting a Local Share Account grant in the amount of \$466,000.00 to fund the Borough's Impaired Waters Pollution Reduction Plan made by Mr. Baldonieri, seconded by Mr. Kosmala. Ms. Null explained that the Commonwealth Financing Authority pushed their decisions on the DCED Small Water grants back to November. This grant would be for the same project, but would require no matching funds, so it would cover the cost of the entire project. If one of these grants is awarded to the Borough, the other application can be withdrawn. Passed unanimously. Motion carried.
- Motion to approve Resolution No. 14 of 2023 authorizing an intergovernmental agreement with Franklin Park Borough for the use of their Zoning and Code Enforcement officers was tabled until the November Council meeting.

MAYOR'S REPORT

None

MANAGER'S REPORT

Ms. Null reported the following:

- The Northern Regional Police Department draft budget includes an increase in funding of 8.15% from Bradford Woods. The Police Board will vote on approving the budget at their October meeting.
- The Bradford Woods Conservancy has requested permission to plant a young fir tree in the Reserve to be used for future Light Up Night events. There was no objection from the Council members.
- Bradford Woods Elementary School will host a Walk to School Day on October 18. Glenmore Road and Forest Road will be blocked to vehicle traffic from 8:40 to 9:15 am. NRPD will be assisting with traffic control.
- Municipal Benefits Services is increasing the costs of their medical plans by 8:5% for 2024.
- The McCandless Franklin Park Ambulance Authority is hosting a flu and Covid vaccine clinic for Bradford Woods, Marshall & Pine residents on October 24 from 9:00 am to 1:00 pm at the Pine Community Center.

SOLICITOR'S REPORT

Motion to accept the low bid from Highway Equipment Company for a 2021 Kubota SSV65PHRC skid steer in the amount of \$49,326 less \$2500 offered for trade-in of the Borough's 2003 Case skid steer made by Mr. Rhule, seconded by Mr. Baldonieri. Passed unanimously. Motion carried.

UNFINISHED BUSINESS

2024 Budget Update

The current draft budget reflects a 1.6% decrease in revenue, resulting from conservative interest rate projections. Expenses are budgeted to increase 46% over 2023 estimates, due to the PRP plan, the Washington & West Harding Road grant, NRPD budget increase and new furniture for Council chambers.

MFPAA Update

Ms. Null met with Chief Dell from the MFPAA on September 13 to discuss the municipal contributions requested for 2024. Ms. Null expressed her opinion that the request for \$10,354 from Bradford Woods was unreasonable in that it reflected an inaccurately high number of households, and it required the municipalities to restore the entire reserve shortfall in one year. Ms. Null recommended providing a one-time donation of \$5,000 for 2024 instead.

Deer Management Update

Luke Leonard from Suburban Whitetail Management spoke about the municipal deer management services they provide. They offer (1) a regular season archery hunt September through January and (2) a cull from February through April. Mr. Leonard recommended the regular season archery hunt for Bradford Woods. Hunters would be hunting on Borough-owned property with bows from elevated positions for safety. They are allowed by the PA Game Commission to take one buck and an unlimited number of does. Hunters are required to donate a portion of the meat to a non-profit organization that distributes it to food banks, etc. Hunting can only occur in daylight hours. Residents can request hunting on their properties of 1+ acres. The Borough will be invoiced \$300 per deer taken at the conclusion of the program in January. Motion to enter into an agreement with Suburban Whitetail Management to perform a regular season archery hunt on the Reserve and Lake Loop properties within the bounds of the PA Game Commission laws made by Mr. Baldonieri, seconded by Mr. Dimond. Passed unanimously. Motion carried.

NEW BUSINESS

None

FINANCE REPORT

Ms. Null presented the September check detail report, stating there were 14 electronic check payments, 3 paper checks. The 5 largest payments were \$269,066 to Youngblood Paving, \$24,158 to Northern Regional Police Department, \$15,682 to LSSE, \$3,580 to Bradford Woods Volunteer Fire Company, and \$2,888 to US Bank (of which \$1178 was a payment to West View Water). Motion made by Mr. Rhule, seconded by Mr. Kosmala, to pay and ratify checks/payments for September 2023. Passed unanimously. Motion carried.

Ms. Null reviewed the pre-ratify check list for October/November 2023 (7 vendors) for Council approval. Motion made by Mr. Rhule, seconded by Mr. Kosmala, to pre-ratify bills for October/November 2023. Passed unanimously. Motion carried.

Ms. Null reviewed the Financial Reports for September 2023. Total Revenue; \$163,434 (primarily Real Estate Tax), Expenses; \$336,682 and Total Fund Balance; \$1,238,792.

MONTHLY REPORTS

SAFETY

- **POLICE**

Lt. Jones reviewed the September calls for service: 23 calls, 2 citations and 12 warnings. NRPD total calls, all municipalities; 724 for September. The NRPD received federal grant funding for a second K9 specializing in explosives and human tracking. On October 10, there will be an Impact Teen Driving presentation at the Pine Community Center. All officers will be patrolling in all municipalities during trick-or-treating from 6:00 to 8:00 pm on October 31.

- **FIRE**

Chief Titus reported there were 3 calls last month, bringing the total for this year to 33. BWVFC will host a Halloween parade on October 27 starting at 6:15 pm in the Bradford Woods Community Church parking lot.

MS4

- Ms. Null reported that LSSE filed the annual MS4 status report with the PA DEP prior to the September 30 deadline. Representatives from LSSE will attend the November Council meeting to review the report and provide the required MS4 training.
- Ms. Null reported that the DCED grant determination has been pushed to the November 21 meeting of the Commonwealth Finance Authority.

Roads

- Mr. Baldonieri reported that the punch list items for the 2023 Road Program have not yet been completed.

Public Works

Ms. Null had nothing to report.

Planning

Ms. Griffin reported that the Planning Commission meeting scheduled for October 2 was cancelled due to lack of agenda items.

Zoning Permits

- 185 Bradford Suite 1 - Building - Interior Renovation
- 329 Cedar - Zoning - Grading
- 329 Cedar - Zoning - Driveway
- 100 Burry - Building & Zoning - Deck Replacement
- Oak Grove Vacant Lot ZHB Hearing scheduled for 10/25/23

PERSONNEL

To be discussed in Executive Session.

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

NHCOG:

Mr. Kosmala reported there was no meeting last month. The final meeting for the year will be in November.

LIBRARY:

Mr. Kosmala reported that the Children's Gala on 9/30/23 was a success, raising 3 times the amount of funds compared to last year.

ENVIRONMENT

Mr. Rhule reported that the EPAC had no meeting in September and will meet again on October 17.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Ms. Pongrace had nothing to report.

OTHER BUSINESS

ACKNOWLEDGEMENTS

ADJOURN

Motion made by Mr. Kosmala, seconded by Mr. Dimond, to adjourn the public meeting and go into executive session at 8:04 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Dimond, seconded by Mr. Rhule, to adjourn the executive session and go back into the public meeting at 8:41 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Kosmala, seconded by Mr. Dimond, to adjourn the public meeting at 8:41 p.m. Passed unanimously. Motion carried.

Respectfully Submitted,

2023
Rachelle Null, Secretary

October 12.
Date