

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING - approved
July 8, 2024**



The Bradford Woods Borough Council meeting was called to order at 7:00 p.m. by Council President Victoria Pongrace. There were 14 guests in attendance.

Officials in attendance:

Victoria Pongrace, Council President
Kevin Rhule, Vice President
David Baldonieri, Council Member
Dan Dimond, Council Member
Todd Hipwell, Council Member
Mike Kelly, Council Member
Chris Mansfield, Council Member
Doug Marsico, Mayor

Others in attendance:

Jacob Leyland, Solicitor
Lt. Jeff Jones, NRPD
Chief Ben Titus, BWVFC

Appointed Officials in attendance:

Rusti Null, Borough Manager

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

- Motion made by Mr. Rhule, seconded by Mr. Baldonieri, to approve the June 10, 2024 meeting minutes. Passed unanimously, with abstentions from Mr. Dimond and Mr. Hipwell. Motion carried.

EXECUTIVE SESSION

Ms. Pongrace made an announcement regarding two executive sessions since the June 10 Council meeting and the executive session to take place immediately after the meeting. An executive session was held on June 20, 2024 to discuss personnel, and a joint executive session was held on June 26 with elected officials from all NRPD member municipalities to discuss police personnel issues. The purpose of tonight's executive session is to discuss personnel and legal matters.

PUBLIC COMMENTS REGARDING AGENDA

None

RESOLUTIONS AND OTHER MOTIONS REQUIRED

None

MAYOR'S REPORT

None

MANAGER'S REPORT

Ms. Null reported the following:

- North Allegheny School District final 2024/2025 budget was adopted as proposed, with no increase in tax rate. A copy is available in the Borough office
- Jordan Tax Service will be on site to collect property taxes on August 22 from 9 AM to noon.

SOLICITOR'S REPORT

Mr. Leyland explained that Allegheny County changed the deadline for appealing real estate tax assessments. The deadline for appealing 2025 assessments will be October 1, 2024, and the deadline for appealing assessments for 2026 and beyond will be September 1 of the preceding year.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resident Concerns about Speeding on Bradford Road

Resident Ken Nickel presented a petition signed by 144 Borough residents who are concerned about speeding motorists on Bradford Road. As spokesperson for the group, Mr. Nickel proposed installing speed bumps and additional stop signs, increasing police patrols and enforcement, and adding speed cameras with license plate readers. Ms. Pongrace and Mr. Leyland stated that the Borough will have to engage a traffic engineer to perform a speed study and provide recommendations based on the results of the study. Lt. Jones stated that the NRPD has spoken with the general managers of all four car dealerships on Rt. 19 in Marshall Township, and they have agreed to use another route for test drives. Lt. Jones also requested that residents call 911 to report speeding in the Borough. The NRPD keeps records of all reports of speeding and determines patrol locations accordingly.

Petition to Vacate the Unopened Portion of Laurel Road (Originally called Bradford Road)

Resident Scott Frank presented this petition, signed by the owners of 3 properties abutting the road. The residents are requesting the Vacation in order to have relief from the zoning setback requirements that treat a paper road the same as a developed road. Mr. Leyland stated that the purpose of Vacation is to extinguish public access to a road. Previous litigation regarding this road determined that the road is not a public road, thus the Borough has no access to it. The Planning Commission will pursue changes to the zoning ordinance to provide setback relief for properties abutting paper roads.

FINANCE REPORT

Mr. Hipwell presented the June check detail report, stating there were 14 electronic payments, 12 paper checks. The 5 largest payments were \$180,920 to Youngblood Paving, \$24,364 to Northern Regional Police Department, \$3,579 to Bradford Woods Volunteer Fire Company, \$3,297 to US Bank, and \$1,642 to MEIT. Motion made by Mr. Hipwell, seconded by Mr. Mansfield, to pay and ratify checks/payments for June 2024. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the pre-ratify checklist for July/August 2024 (11 vendors) for Council approval. Motion made by Mr. Hipwell, seconded by Mr. Baldonieri, to pre-ratify bills for July/August 2024. Passed unanimously. Motion carried.

Mr. Hipwell reviewed the Financial Reports for June 2024. Total Revenue: \$60,835. Expenses; \$233,209 and Total Fund Balance; \$1,414,901.

MONTHLY REPORTS

SAFETY

- **POLICE**

Lt. Jones reviewed the June calls for service: 28 calls, 4 citations, 16 warnings. NRPD total calls, all municipalities; 907 for June.

- **FIRE**

Chief Titus reported there were 6 calls since the last Council meeting; 5 were for trees down following a storm and one was for a vehicle accident. The total calls year-to-date is 19.

- **EMS**

Ms. Null stated that the MFPAA has received the Mission Lifeline Gold Award for excellence in cardiac and stroke care. Ms. Pongrace reported that she and Mr. Mansfield attended a meeting of elected officials from the member municipalities. They will continue to meet to determine the Authority's funding needs and municipal board representation.

MS4

Ms. Null reported the following:

- The stormwater infrastructure on Washington and West Harding Roads is complete, and paving will begin this week.
- LSSE has determined that in order for the Borough to earn PRP credits for the restoration of the Village Pond, the basin bottom will have to be lowered by approximately 4 feet from the original depth when the pond was created. Council discussed engaging the Village HOA's engineer, Andy Banfield from PVE Engineering, to follow this project through to its completion.

Roads

Mr. Baldonieri reported the following:

- The paving schedule has not yet been released by Youngblood Paving.
- Mr. Turner has completed boom mowing in the rights-of-way. He will make another pass through the Borough in the fall.
- The drainage improvements on Oak Road near Seasons Drive are being considered for a Dirt & Gravel Road Grant application. If the grant is awarded, the work would be completed in 2025.

Public Works

Ms. Null reported that Mr. Turner worked with the contractor and engineer on many changes that had to be made with the stormwater infrastructure on Washington Road due to location of existing pipes.

Planning

Mr. Rhule reported that the Planning Commission met on July 1 to continue the discussion of lot setback requirements. The consensus seems to be that rear setbacks should be reduced to 20 feet, from the current 50 feet requirement, and front yard setbacks should be reduced from 50 feet to 40 feet. The next meeting is scheduled for Monday, August 5.

Zoning Permits

No permits were issued in June.

PERSONNEL

Nothing to report

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

NORTH HILLS COG:

Nothing to report

LIBRARY:

Nothing to report

ENVIRONMENT

- Motion made by Mr. Baldonieri, seconded by Mr. Rhule, to approve the sale of memorial plaques for the three renovated benches in the Reserve at \$250 per plaque. Passed unanimously. Motion carried.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Nothing to report

OTHER BUSINESS

None

ACKNOWLEDGEMENTS

None

ADJOURN

Motion made by Mr. Dimond, seconded by Mr. Mansfield, to adjourn the public meeting and go into executive session at 8:17 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 9:19 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Rhule, seconded by Mr. Kelly, to adjourn the public meeting at 9:19 p.m. Passed unanimously. Motion carried.

Respectfully Submitted,

Rachelle Null, Secretary

July 12, 2024
Date