

**BRADFORD WOODS BOROUGH COUNCIL
COUNCIL MEETING - approved
September 9, 2024**



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 attendance.

Officials in attendance:

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

Others in attendance:

Ana Lisa Petrella, Solicitor
Captain Jeffrey Jones, NRPD

Appointed Officials in attendance:

Rusti Null, Borough Manager

Official absent:

Todd Hipwell, Council Member

CALL TO ORDER

Pledge of Allegiance

Roll Call

MINUTES

Motion made by Mr. Dimond, seconded by Mr. Kelly, to approve the August 12, 2024 meeting minutes with one correction. Aye votes from Ms. Pongrace, Mr. Rhule, Mr. Kelly, and Mr. Dimond. Mr. Baldonieri and Mr. Mansfield abstained. Motion carried.

EXECUTIVE SESSION

Ms. Pongrace made an announcement regarding the executive session to take place immediately after the meeting to discuss legal and personnel matters.

PUBLIC COMMENTS REGARDING AGENDA

None

RESOLUTIONS AND OTHER MOTIONS REQUIRED

- Motion to approve Resolution No. 6 of 2024 authorizing the application for grant funds in the amount of \$398,364 for Borough-wide stormwater improvements from the Redevelopment Authority of Allegheny County made by Mr. Baldonieri, seconded by Mr. Dimond. Passed unanimously. Motion carried.

MAYOR'S REPORT

None

MANAGER'S REPORT

Ms. Null reported the following:

- The Fall/Winter newsletter will be mailed next week.
- Work has begun on the 2025 budget. A first draft will be available for the October Council meeting.
- NRPD is requesting a 4.7% budget increase for 2025. The proposed budget assumes revenue from Seven Fields goes directly into the Capital Projects fund, as it has in 2024, but the Police Board will have to approve that. The Police Board will also have to determine how to treat the 2024 surplus - it could be used to reduce the 2025 municipal contributions as it was in 2024.
- The Borough was not awarded a \$50,000 grant from the National Fish & Wildlife Foundation which was applied for earlier this year.
- A resident requested Deer Crossing signs to be posted on Bradford Road between Elm and Lincoln. PennDOT had previously approved the signs, but then realized that Bradford is not a state road. The Borough has the authority to decide to post the signs. After discussion, Council tabled this decision until after the conclusion of the speed study on Bradford Road.

SOLICITOR'S REPORT

None

UNFINISHED BUSINESS

Bradford Road Speed Study

Ms. Null reported that the speed study is underway, and the report and recommendations will be presented at the October Council meeting.

Founder's Day Update

Ms. Null reported that the planning committee did not meet in August. The Borough received a \$250 donation from LSSE for the event. The next planning meeting will be September 19.

NEW BUSINESS

- Ms. Null reported that the copier lease expires in October. The Borough received proposals for a 5-year lease from two companies. Motion to accept the proposal from Ford Office Technologies for leasing a refurbished copier at a monthly rate of \$107.73 beginning 10/16/24 made by Mr. Mansfield, seconded by Mr. Rhule. Passed unanimously. Motion carried.
- Ms. Null reported meeting with a representative from PIRMA to review the Borough's insurance coverage in preparation for the 2025 budget. PIRMA recommends that the Borough add Public Employees Blanket Benefit (PEBB) which includes coverage for theft by employees and elected officials, losses incurred by "honest mistake," computer crime, wire transfer fraud, social engineering, and check forgery/alterations. The coverage would cost around \$600 per year. WesBanco offers Positive Pay to guard against check forgery/alterations for \$1140 per year. Council recommended including PEBB coverage in the 2025 budget.
- Motion to approve purchase of new tables and executive chairs for council chambers from Delaney & Associates at a COSTARS price of \$7,901.50 made by Mr. Baldonieri, seconded by Mr. Dimond. Passed unanimously. Motion carried.

- Motion to approve purchase of new audience chairs for council chambers from K-Log at a government discount price of \$1,275 made by Mr. Baldonieri, seconded by Mr. Rhule. Passed unanimously. Motion carried.

FINANCE REPORT

Ms. Null presented the August check detail report, stating there were 14 electronic check payments, 4 paper checks. The 5 largest payments were \$24,364 to Northern Regional Police Department, \$7,325 to Northland Library, \$5,000 to the McCandless Franklin Park Ambulance Authority, \$3,783 to LSSE, and \$3,580 to Bradford Woods Volunteer Fire Company. Motion made by Mr. Dimond, seconded by Mr. Baldonieri, to pay and ratify checks/payments for August 2024. Passed unanimously. Motion carried.

Ms. Null reviewed the pre-ratify check list for September/October 2024 (10 vendors) for Council approval. Motion made by Mr. Dimond, seconded by Mr. Kelly, to pre-ratify bills for September/October 2024. Passed unanimously. Motion carried.

Ms. Null reviewed the Financial Reports for August 2024. Total Revenue; \$250,632.50 (primarily Real Estate Tax), Expenses; \$57,908 and Total Fund Balance; \$1,606,266.

MONTHLY REPORTS

SAFETY

- **POLICE**

Captain Jones reviewed the August calls for service: 14 calls, 1 citation and 7 warnings. NRPD total calls, all municipalities; 847 for August. The NRPD is hosting a suicide prevention walk on September 21 at Pine Park. The Department is beginning the search process for new officers.

- **FIRE**

Ms. Null reported there were 6 calls last month, bringing the total for this year to 37. Four were false alarms, one was a tree down on a wire and one was mutual aid support for a brush fire. BWVFC will host the Halloween Parade on October 25. The Spaghetti Dinner & Bingo has been canceled for this year because the kitchen is under renovation.

- **EMS**

Ms. Null reported that the MFPAA is requesting 2025 municipal contributions in the amount of \$252,000 and they have asked the municipalities to determine how the amount would be divided. At a meeting of the municipal managers with Chief Dell, two elected officials from McCandless presented a proposed funding formula based on 2024 contributions and also proposed that MFPAA board seats should be open to applicants from any member municipality as they become vacant.

MS4

- Ms. Null reported that PVE met with the DEP Dams Division to review their plans for the Village Pond. In general, the Dams Division agreed with the plans but had a concern about the type of spillway proposed. The DEP Safety Division will have to approve the spillway proposal. The Dams Division was happy with the idea of reducing the flow to the pond, and PVE will begin plans for that reduction in flow.
- Ms. Null reported that the North Hills COG is looking into the possibility of COG-wide stormwater projects and/or a COG stormwater authority.

Roads

- Mr. Baldonieri reported that the 2024 Road Program has not yet been scheduled. Several complaints were received from residents about stormwater issues. The Borough is investigating them to determine if action by the Borough is needed.

Public Works

Planning

Mr. Rhule reported that the Planning Commission met on September 7 and has agreed to recommended changes in the zoning setback requirements. They will prepare a proposal for Council to consider at the October Council meeting. At the next meeting on October 7, they will begin to discuss safety in the Borough.

Zoning Permits

- 500 Delmar - Zoning - Driveway, Grading, Fence

PERSONNEL

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

NHCOG:

Mr. Kelly reported no meeting last month. Next meeting is in October.

LIBRARY:

Nothing to report.

ENVIRONMENT

Mr. Mansfield reported that Leave No Trace signs have been posted at the Reserve and Lake Loop, and the garbage can was removed from the Reserve. The deer hunting season will begin on September 21, and signs have been posted.

ALLEGHENY COUNTY BOROUGH ASSOCIATION (ACBA)

Ms. Pongrace reported that the ACBA met last Thursday at Whitehall and enjoyed a presentation by Wendy Nickerson of PSAB. ACBA will host a mayors' meeting on September 19 in Carnegie.

OTHER BUSINESS

ACKNOWLEDGEMENTS

- Ms. Pongrace acknowledged Mr. Baldonieri for the recent award he received from PSAB for his 25 years of service to the Borough of Bradford Woods as a member of Council. He was one of only 10 people in Pennsylvania to receive this award in 2024.

ADJOURN

Motion made by Mr. Baldonieri, seconded by Mr. Rhule, to adjourn the public meeting and go into executive session at 8:03 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Dimond, seconded by Mr. Mansfield, to adjourn the executive session and go back into the public meeting at 8:38 p.m. Passed unanimously. Motion carried.

Motion made by Mr. Dimond, seconded by Mr. Kelly, to adjourn the public meeting at 8:38 p.m. Passed unanimously. Motion carried.

Respectfully Submitted,

2024
Rachelle Null, Secretary

September 11.
Date