

Borough of Beaver, PA  
Work Session Meeting  
June 25, 2024  
Minutes

- A regular scheduled work session meeting of Beaver Borough Council was held in the Community Room and called to order on Tuesday, June 25, 2024 at 7:00PM by Council President, Sean Snowden.
- Council Representatives in attendance: Alexander Andres, Michael Deelo, Roberta Good, Todd Hindman, Whitney Learn-Conjeski, Margaret McKean, Alex Sebastian, Sean Snowden, and Amy Stettler.
- Borough officials in attendance: Mayor Thomas Hamilton, Chief of Police and Borough Manager Dan Madgar, Solicitor Garen Fedeles, Sergeant Ken McCoy, Finance Manager Andy Kennedy, Borough Engineer Dan Martone, Code Enforcement Officer Rick Sprecker, Debbie Hindman, and Rebecca Phillips.
- Absent: None.
- Public in attendance (signed in): Midge Sefton, Steve Cable, Rob Dinsmore, Ellen Kretchmar, and Robert Snider.

#### **Approval of Minutes**

***Motion by Ms. Learn-Conjeski to accept the May 14, 2024 Council Meeting Minutes and the May 28, 2024 Work Session Meeting Minutes. Seconded by Ms. Good. Voice vote passed unanimously.***

#### **Treasurer's Report –**

- The May Treasurer's report was provided in the Council packet.
  - Ms. McKean asked when an expense/profit report would be provided for the renovated pool house building at Shaw Park.
    - Mr. Madgar stated that the Borough office is still receiving invoices for the work completed and hopes to have an update in approximately 30 days.

#### **Review invoices and authorization to pay bills**

***Motion by Ms. Good to authorize and pay submitted invoices for the Borough. Seconded by Mr. Hindman. Voice vote passed unanimously.***

#### **Public Participation –**

- Rob Dinsmore, 235 4<sup>th</sup> Street
  - Submitted an application to the Shade Tree Commission to remove a tree in his front yard because it is causing damage to the sidewalk. The Shade Tree Commission has denied this application. Mr. Dinsmore also has concerns that the tree may be causing damage to the foundation of his home. The tree has many roots at the surface, causing humps throughout the yard. Mr. Dinsmore worries that the root system is not low enough to keep holding the tree down and it may cause damage to his property.

- Ms. McKean asked if the Shade Tree Commission recommended the tree be trimmed. Mr. Dinsmore stated that yes, this was recommended.
- Mr. Snowden stated that the Shade Tree Commission has not submitted any meeting minutes or reports stating the application was denied.
- Mr. Snowden believes that Mr. Dinsmore has a right to remove the tree if he believes it is causing damage to the home or property, including the sidewalk. The Shade Tree Commission is an advisory commission to Council. Mr. Snowden addressed concerns that if the Shade Tree Commission denies an application to remove a tree and the tree causes any damage, the Borough could be liable.
- Mr. Deelo stated that as an advisory commission, Council can overrule their decision. Mr. Deelo also stated that there is a fine associated with removing a tree without proper application.
- Ms. McKean asked if Mr. Dinsmore was willing to plant another tree. Mr. Dinsmore stated he was not opposed.
- Mr. Sprecker viewed the tree in question and believes that it is too large for the area of land in the front yard.
- Solicitor Fedeles stated that since the Borough has been asked to remove the tree and the Borough/Council declines, the Borough could then be liable if something were to happen to or by the tree.

#### **Amendment to the Agenda**

***Motion by Mr. Sebastian to add a motion to the agenda regarding the application to remove a tree at 235 4<sup>th</sup> Street. Seconded by Ms. Stettler. Voice vote passed unanimously.***

- Ellen Kretchmar, Ward 2
  - Addressed concerns of sidewalk safety and stated that she reached out to PennDot who advised her that additional street lighting could help the problem. Ms. Kretchmar stated that the current comprehensive plan includes better lighting and safer crosswalks. Ms. Kretchmar stated that no crosswalk safety information has been posted to the Borough website or social media. Ms. Kretchmar stated she believes that the Police Chief also fulfilling the role as Borough Manager is a conflict of interest.
    - Mr. Snowden stated that he has addressed Ms. Kretchmar’s concerns via email and stated that both pedestrians and drivers need to be safe while at crosswalks.
    - Mr. Madgar stated that the pedestrian that was recently struck in a crosswalk and passed away had other conditions that contributed to their death. There is possibility that this incident could end up in litigation and cautioned as to what is discussed on the matter.

#### **Commissions/Authorities**

**Beaver County Regional Council of Governments (COG) – Reported by Mr. Andres**

- COG has new website and the goal is to help communicate different events going on throughout the County.
- Gave update on Beaver County Chamber of Commerce annual legislative cruise event.
- Annual COG conference will be held on August 22<sup>nd</sup>

**Civil Service Commission** – No report

**Zoning Hearing Board** – Reported by Mr. Sprecker

- Hearing to be held on July 11, 2024:
  - Request to use property located at 1515 Third Street as a single-family dwelling.
  - Request to erect a backlit free-standing sign at the intersection of Fifth Street and Buffalo Street.

**Planning Commission** –

- May 20, 2024 draft meeting minutes included in the Council packet

**Shade Tree Commission** – No report

**Code Enforcement Officer** –

- Reviewed May-June 2024 Code Enforcement Officer's report included in the Council packet

**Historical Architectural Review Board** –

- May 2, 2024 meeting minutes included in the Council packet.

**Municipal Authority** – Reported by Mr. Deelo

- May 15, 2024 and June 4, 2024 meeting minutes included in the Council packet.
- Mid-April 2024 through mid-June 2024 Municipal Authority Engineer report included in the Council packet.
- Gave update on water line insurance program for residential customers.
- Municipal Authority continues to work on an ordinance regulating grease traps.

**Pool Committee** – Reported by Mr. Andres

- Reviewed booth that was at Garrison Day.
- 5K race is being planned for August 24, 2024.

## **Council Committee Reports**

**Finance** – Reported by Ms. Stettler

- Gave update on budget process
  - Asked Council to contribute what priorities they would like made in the 2025 budget
  - Likely priorities include infrastructure, public safety, economic development, community services, and environmental sustainability.
- Council will need to make action to direct the Planning Commission to begin an update to the Comprehensive Plan.

**General Government** – No report

**Highways** – Reported by Mr. Madgar

- The second and last portion of paving will start after the first week of July.

**Public Safety / Code Enforcement** – No report

**Recreation** – Reported by Ms. Stettler

- Reviewed potential logos and names for the renovated pool house building.
  - A logo and the name of The Pool House Civic Center was agreed upon.
- Ms. McKean asked how police services were addressed for larger events at the Pool House.
  - Mr. Madgar – Type of police services needed are dependent on each individual event. Rates can range based off of the current collective bargaining agreement. An additional fee schedule that may apply is explained on the reservation application. It is expected that most events held at this facility will not need police services.

**Reports**

**Manager/Secretary Report** – Reported by Mr. Madgar

- Had the roof of the Clark Park memorial looked at and no leaks were found. Roof looks secure.
  - Ms. McKean asked that a coating be considered to protect the monument.
- The Carnival will be held this week through Saturday from 5:00pm – 10:00pm at Shaw Park. This year's carnival is organized by the Dutch Ridge Elementary PTA.
- Highway Department currently has a full-time position vacant.
- Reviewed action to direct the solicitor to create a 3-strike ordinance for disorderly tenants of rental properties.
- Seven storm water outfalls were inspected via camera by Robinson Pipe. All reviews came back that the outfalls were in good working condition with no integrity issues.
- Reviewed invoice to be paid to Team Force for the upfitting of one of the new police vehicles.
- Reviewed invoice to Cardello invoice for new lighting at Shaw Park. This invoice was split with Friends of Beaver Parks.
- Upcoming action items include an update to the change of years of service needed to take a promotional Civil Service Test, creating the police department position of Corporal (two), and charging the Planning Commission to update the Comprehensive Plan.
- Reviewed interest from St. Barnabas to have sponsorship banner at the Pool House for the July 13<sup>th</sup> concert.
- July 9, 2024 Council Meeting to be held at the Pool House.

**Mayor Hamilton** – No report

**Police Chief Madgar** – No report

**Fire Department** – No report

**Emergency Management Coordinator** – No report

**Engineer** – No report

**President** – Reported by Mr. Snowden

- Reviewed proposed Pennsylvania Senate Bill that would give municipalities a resource to burdensome Right-To-Know Law requests. A letter has been written in support of this bill to Senator Vogel.
- Reminder to pedestrians to be aware of approaching vehicles when crossing the street, even when in a crosswalk.

## **Motions**

### **Consolidation Plan of 452 Canal Street**

*Motion by Ms. Learn-Conjeski, I move that Beaver Borough Council approve the Kuhlmann Consolidation Plan located at 452 Canal Street in the R-1 Zoning District as recommended by the Beaver Borough Planning Commission on May 20, 2024 and with the condition the comments be satisfied (if any) to be received in a forthcoming review letter by the Beaver County Planning Commission. Seconded by Ms. McKean. Voice vote passed unanimously.*

### **Lot Line Change of 1002 and 1090 Seventh Street**

*Motion by Ms. Learn-Conjeski, I move that Beaver Borough Council approve the Terwilliger and Conner Plan of Lots located at 1002 and 1090 Seventh Street in the R-1 Zoning District as recommended by the Beaver Borough Planning Commission on May 20, 2024 and with the condition the comments be satisfied as received by the Beaver County Planning Commission in a letter dated May 30, 2024. Seconded by Ms. Good. Voice vote passed unanimously.*

### **Tree Removal at 235 4<sup>th</sup> Street**

*Motion by Mr. Sebastian, I move that Beaver Borough grant Mr. Dinsmore the authorization to remove the tree from the front yard of 235 4<sup>th</sup> Street. Seconded by Ms. Learn-Conjeski. Voice vote passed unanimously.*

### **Progress Payment to Youngblood Paving for 2023 Road Paving Project No. 2**

*Motion by Mr. Deelo, based on the Borough Engineer's written recommendation, I move that Beaver Borough Council approve a progress payment in accordance of invoice #2024-1198 in the amount of \$311,775.05 to Youngblood Paving, Inc. with reimbursements to be received from Columbia Gas in the total amount of \$127,808.95. Seconded by Ms. Good. Voice vote passed unanimously.*

### **Authorization to Draft Ordinance**

*Motion by Mr. Sebastian, I move that Beaver Borough Council authorize the solicitor to draft an ordinance regarding guidelines and penalties for disorderly tenants and property owners. Seconded by Ms. Stettler. Voice vote passed unanimously.*

### **Team Force Invoice**

*Motion by Ms. Good, I move that Beaver Borough Council approve payment of the Team Force Invoice #356-9137 dated June 4, 2024 in the amount of \$15,459.00 for the upfitting of a 2023 Ford Police vehicle with emergency equipment. Seconded by Ms. Stettler. Voice vote passed unanimously.*

### **Payment to Cardello Electric Supply & Lighting**

*Motion by Mr. Hindman, I move that Beaver Borough Council approve the Cardello Supply & Lighting invoice dated June 5, 2024 in the amount of \$31,035.88 for the new lighting at Shaw Park. Beaver Borough has received \$15,578.00 from Friends of Beaver Parks for this expense. Beaver Borough will be responsible for \$15,457.88 of this invoice. Seconded by Ms. Good. Voice vote passed unanimously.*

**Motion by Ms. Learn-Conjeski to adjourn. Seconded by Mr. Sebastian. Voice vote passed unanimously.**

**Meeting adjourned at 7:52 p.m.**

Submitted by Rebecca Phillips