

BOROUGH OF BRADDOCK HILLS
MINUTES
REGULAR COUNCIL MEETING
September 9, 2025

CALL TO ORDER

Thomas Evans, President of Council, called to order the regularly scheduled council meeting at 7:03 p.m.

PLEDGE OF ALLEGIANCE

Mr. Evans led the Pledge of Allegiance.

CALLING OF THE ROLL

Council Present: Mr. Evans, President; Ms. Bolton; Ms. Schaffer; Ms. Kvorjak Ms. Lang
Others Present: Mr. Brown, Jr., Mayor; Robert Garvin, Solicitor; Cheryl Sorrentino,
Manager; Tyler Mincin, Engineer

1. CALLING FOR APPROVAL OF MINUTES AS POSTED (all ayes vote)

Motion to approve minutes from August 12, 2025 meeting made by Ms. Kvorjak.
All ayes

2. CALLING FOR BIDS

No bids.

3. COMMENTS FROM CITIZENS (6 minutes each)

No comments.

4. CORRESPONDENCE

Passed out prior to meeting.

5. REPORT OF BOROUGH COMMITTEES

A. FINANCE – CHAIRPERSON BOLTON

No report.

B. PUBLIC SAFETY

- 1) Motion to appoint Cassandra Schaffer to serve on the Braddock Hills-Swissvale Police Board of Directors.

Motion – Ms. Kvorjak

Seconded – Ms. Lang

Roll Call Vote – Unanimous – Carried

Ms. Bolton asked how the appointment worked. Ms. Sorrentino explained the duties and term as per the agreement.

C. ZONING & ORDINANCES – CHAIRPERSON KVORJAK

No report.

D. COMMUNITY EVENTS – CHAIRPERSON SCHAFFER

Ms. Schaffer announced the rummage sale and all proceeds will go towards the 80th birthday celebration. The sale will be held on Saturday, September 20 from 8:00 a.m. to 7:00 p.m. at the Borough Building (1300 Brinton Road). She added that volunteers are still welcome to join and next meeting will be held on September 18 at 7:00 p.m. at the Borough Building.

E. HEALTH & SANITATION – CHAIRPERSON LANG

No report.

F. BUILDINGS & BOROUGH PROPERTY –CHAIRPERSON EVANS

No report.

G. PUBLIC WORKS – CHAIRPERSON MOHAN

- 1) Motion to adopt Resolution 5 of 2025 to authorize the submission of an application for a \$500,000.00 Community Development Block Grant for improvements, replacements and/or evaluations related to the municipal building

Motion – Ms. Kvorjak

Seconded – Ms. Schaffer

Roll Call Vote – Unanimous – Carried

- 2) Motion to accept the bid for rock salt from Compass Minerals America, Inc. through South Hills Area Council of Governments for the amounts of \$84.00 to \$88.32 per ton, dependent on size of order, for the period through June 30, 2026

Motion – Ms. Kvorjak

Seconded – Ms. Bolton

Roll Call Vote – Unanimous – Carried

3) Motion to ratify phone vote on August 13, 2025 to accept the change order from Verardi Landscapes in the amount of \$6,260.00 for additional basin repairs along Garfield Avenue and Park Avenue. This amount will bring the total cost to \$87,337.00 and this project is paid with ARPA (American Rescue Plan Act) grant money

Motion – Ms. Kvorjak

Seconded – Ms. Schaffer

Roll Call Vote – Unanimous – Carried

4) Motion to accept resignation from Anthony Crystol as laborer of public works department effective September 15, 2025

Motion – Ms. Kvorjak

Seconded – Ms. Schaffer

Roll Call Vote – Unanimous – Carried

5) Motion to advertise the position of laborer for Public Works department

Motion – Ms. Kvorjak

Seconded – Ms. Schaffer

Roll Call Vote – Unanimous – Carried

6. REPORT OF BOROUGH OFFICERS

A. MAYOR – JOHN BROWN

Mayor Brown read the police, EMS and fire reports for the month of August 2025.

- Attended Woodland Hills EMS Board Meeting
- Attended Council of Governments meeting with Mr. Evans. They passed a motion to submit the grant for Braddock Hills in the amount of \$500,000.00
- Attended Allegheny County Emergency Services quarterly training. They discussed Duquesne Light matters during the April 30 storms, United States Steel response to explosion, affordable housing, National Weather Service and Pittsburgh Regional Transit.

B. SOLICITOR – ROBERT GARVIN

No report.

C. ENGINEER – TYLER MINCIN

Mr. Mincin read engineer's report for month of August (see attached).

7. **REPORT OF COUNCIL OF GOVERNMENTS: CHAIRPERSON EVANS**

He will be attending a conference to be held at Penn State University for delegates.

8. **REPORT OF ALLEGHENY LEAGUE OF MUNICIPALITIES: DELEGATE SCHAFFER**

No report.

9. **UNFINISHED BUSINESS**

No report.

10. **NEW BUSINESS**

Ms. Bolton asked about old vehicles on properties. Ms. Sorrentino stated that they can be reported to police if a nuisance vehicle.

Ms. Bolton asked if vacant properties can be sheriff sold. Mr. Garvin stated they can purchase through Allegheny County Vacant Lot Program. Ms. Sorrentino stated that there is a link on the Borough's website.

11. **CALLING FOR APPROVAL OF TREASURER'S REPORT AS POSTED**

(all ayes vote)

Motion to approve the treasurer's report by Ms. Kvorjak.

All ayes

12. **CALLING FOR APPROVAL TO PAY ALL BILLS AS POSTED IN THE LIST OF BILLS**

Motion – Ms. Schaffer

Seconded – Ms. Kvorjak

Roll Call Vote – Unanimous – Carried

13. **ADJOURNMENT OF THE MEETING TO THE CALL OF THE CHAIR**

Marilyn, 3214 Brinton Manor Drive – She asked Council for assistance as her rent has increased. Mr. Garvin responded that local governments do not have authority over rent. Ms. Kvorjak suggested that she contact Senator Fetterman or Congresswoman Lee for assistance.

Mr. Evans adjourned the meeting at 7:33 p.m.

Engineer's Report

Braddock Hills Borough Regular Monthly Meeting

September 9th, 2025**GEDTF/CDBG GRANT**

- A) GEDTF project for demolition of playground, installation of new enclosed playground near walking track, removal, and replacement of Borough sign. Project cost for resolution is estimated at \$156,480.00.
 - a. Remaining park improvements (sign, ADA parking, removal of existing equipment, etc.) did not receive any bids. Received approval from the SRCOG to proceed with completing remaining work through different contractors.
 - b. Received quote from OES, a member of OMNIA, for the purchase and installation of a lighted Borough sign in the amount of \$38,842.00.
 - c. OES completed the procurement packet and submitted to the SRCOG for review.
 - d. Attended preconstruction meeting with OES and held a site meeting with Nicholas Electric regarding the installation of the new Borough sign.
- B) CDBG project for milling and paving of Park Ave and Newton Road. Project cost for resolution is estimated at \$248,958.00.
 - a. Received CDBG award in the amount of \$248,958.00.
 - b. EADS to put together specs and bid proposal upon receiving grant contract.

MS4/STORMWATER

- A) Finalizing design for stream bank restoration project to comply with MS4 permit. Project will require a joint permit.
 - a. Pre-application meeting took place on March 19th, 2025.
 - b. Exploring additional siltation impairment solutions as part of MS4 PRP compliance.
 - c. Project cost for resolution is estimated at \$100,000.00. EADS exploring grant options.
- B) ARPA Stormwater Project
 - a. Low bidder was Verardi Landscapes LLC in the amount of \$81,077.
 - b. EADS submitted a notice to proceed to commence work with an effective date of July 8, 2025.
 - c. Construction is on-going.

3RWW/ALCOSAN/DEP

- A) Attending 3RWW meeting September 18th, 2025.
 - a. All engineer's meeting for M-47 has been put on hold for the time being.
- B) Consent Order Agreements
 - a. No new items.

BLIGHT REMEDIATION GRANT

- A) Applied for another blight remediation grant for 995 Garfield Avenue and 518 Park Avenue.
 - a. Received \$30,000 for the demolition of both properties.
 - b. EADS to put together specs and bid proposal.

MISCELLANEOUS

- A) WPJWA appears to not be taking responsibility for any issues on Indiana Avenue due to their water main break.
- a. Letter was sent from Bob Garvin to WPJWA noting that legal action may occur regarding the damages.
 - b. Packet with cost estimate, project location, and photos were sent to the Borough for review and discussion regarding road issues.
- B) County ARPA Grant
- a. Received grant in the amount of \$70,000. Received funds regarding the new public works roof and renovations to the senior center.
 - b. Bid opening was August 6th, 2025.
 - i. Low bidder was Quality Services Incorporated in the amount of \$35,159.46.
 - ii. Signed agreements were returned by the contractor.
 - iii. EADS to submit notice to proceed contingent upon review of returned notice of award packet.
- C) Borough Building
- a. EADS conducted a walk-through of the borough building and noted issues and repairs that are needed.
 - b. Applied for a GEDTF grant for a new borough building.
- D) EADS submitted Phase II COA Annual Progress Report to ACHD.
- E) EADS attended meeting regarding potential site development project at 1050 Brinton Road.
- F) Reviewed and approved a street opening permit for gas utility repair.
- G) Submitted LSA grant application for Park Avenue, 4th Street, and Ardmore Manor Road.
- H) Will apply for Greenways, Trails, and Recreation Grant in the spring to complete ADA parking and sidewalk for the park and include benches and a pavilion.
- a. EADS to explore options for including a retaining wall to add additional parking spaces along Brinton Road and reduce maintenance burden of hillside.

Respectfully submitted,

The EADS Group, Inc. (NORTH HUNTINGDON)

Tyler J. Mincin

By: Tyler J. Mincin
Engineering Designer

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