

BOROUGH OF BRADDOCK HILLS
MINUTES
REGULAR COUNCIL MEETING
February 10, 2026

CALL TO ORDER

Cassandra Schaffer, President of Council, called to order the meeting at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mr. Evans led the Pledge of Allegiance.

CALLING OF THE ROLL

Council Present: Ms. Schaffer, President; Mr. Evans, Vice President; Ms. Bolton; Ms. Cunic; Ms. Hood; Ms. Lang; Mr. Mohan

Others Present: Mr. Henkel, 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 January 13, 2026 meeting made by Ms. Lang.

All ayes

2. CALLING FOR BIDS

No bids.

3. COMMENTS FROM CITIZENS (6 minutes each)

Sandra Ellifritz – Ms. Ellifritz asked if residents should report potholes. Ms. Schaffer stated that residents can call the borough office to report them.

4. WOODLAND HILLS SCHOOL DISTRICT UPDATE – MS. WALLACE

Ms. Wallace stated that the board is preparing the budget for the 2026-2027 school year. They appointed an acting superintendent as the current one is on leave.

Ms. Lang asked if the school band would be interested in participating in the 80th celebration parade. Ms. Wallace said that she would take her request to the board.

Mr. Evans questioned her about the new sports area. Ms. Wallace stated it would be a softball field.

Ms. Schaffer stated that she has received many questions in regard to the superintendent. She asked Ms. Wallace to share the concerns of residents with the board.

5. CORRESPONDENCE

Passed out prior to meeting.

6. REPORT OF BOROUGH COMMITTEES

A. FINANCE – CHAIRPERSON BOLTON

- 1) Motion to advertise in the playbill for the Woodland Hills School District Department of Performing Arts in the amount of \$130.00

Motion – Ms. Bolton

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

- 2) Motion to approve the settlement of the tax appeal for the Brinton Towers Property (Block and Lot 300-G-200) for a 2025 assessment at \$6,324,000 and 2026 assessment at \$6,016,800

Motion – Ms. Bolton

Seconded – Ms. Cunic

Roll Call Vote – Unanimous – Carried

- 3) Motion to adopt Resolution 5 of 2026 authorizing Cassandra Schaffer, Thomas Evans and Cheryl Sorrentino as authorized signatures for the Tax Anticipation Loan application

Motion – Ms. Bolton

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

B. PUBLIC SAFETY – CHAIRPERSON SCHAFFER

- 1) Motion to adopt Resolution 2 of 2026 authorizing the disposition of certain police records in accordance with Act 428 and Resolution 4 of 2016

Motion – Ms. Cunic

Seconded – Ms. Hood

Roll Call Vote – Unanimous – Carried

C. ZONING & ORDINANCES – CHAIRPERSON CUNIC

- 1) Motion to adopt Resolution 3 of 2026 approving the Conditional Use Application of Kevin and Kavya Enterprises LLC for property at 1050 Brinton Road, subject to the conditions set forth in the Resolution and approval letter

Motion – Ms. Cunic

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

- 2) Motion adopt Resolution 4 of 2026 appointing Sean Skelley to Zoning Hearing Board of Braddock Hills Borough with the terms stated in the Resolution

Motion – Ms. Cunic

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

D. COMMUNITY EVENTS – CHAIRPERSON LANG

Ms. Lang stated that the planning of the 80th birthday celebration is moving along. The date is set as May 30, 2026 and there is no rain date.

They need more volunteers and anybody interested can contact any council member. The next parade planning meeting is February 16 at 6:00 p.m. The history meeting is February 19 at 6:00 p.m.

Mr. Mohan stated that it would be good to reach out to elderly residents for historical stories about the Borough. Ms. Lang asked residents to share their stories with the history committee.

E. HEALTH & SANITATION – CHAIRPERSON HOOD

No report.

F. BUILDINGS & BOROUGH PROPERTY –CHAIRPERSON EVANS

No report.

G. PUBLIC WORKS – CHAIRPERSON MOHAN

Mr. Mohan stated that he spoke with the department and, although they are short-handed, they are handling snow removal well.

He reminded residents not to park in the street when it snows more than three inches. It makes it easier for snow removal for our public works department.

Also, it is state law not to put snow in the street when clearing your own property.

7. REPORT OF BOROUGH OFFICERS

A. MAYOR – KURT HENKEL

Mayor Henkel explained the decision to submit a Declarations of Emergency during the snow storm.

He discussed the shortage of road salt and we were able to receive an order from PennDOT.

B. SOLICITOR – ROBERT GARVIN

No report.

C. ENGINEER – TYLER MINCIN

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

8. **REPORT OF COUNCIL OF GOVERNMENTS: DELGATE EVANS**

Mr. Evans stated that they discussed the Commercial Street Bridge project.

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

Ms. Schaffer attended their annual banquet on behalf of Braddock Hills.

10. **REPORT OF SWISSVALE-BRADDOCK HILLS REGIONAL POLICE**

Ms. Schaffer stated that they are making strides with all the tasks needed for this regionalization. Also, she announced the chief is leaving in mid-March. They are appointing an interim chief to allow time to search for a replacement.

11. **UNFINISHED BUSINESS**

No report.

12. **NEW BUSINESS**

No report.

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

(all ayes vote)

Motion to approve the treasurer's report by Mr. Mohan.

All ayes

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

Motion – Ms. Cunic

Seconded – Ms. Lang

Roll Call Vote – Unanimous – Carried

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

Ms. Schaffer adjourned the meeting at 7:29 p.m.

Engineer's Report
Braddock Hills Borough Regular Monthly Meeting
February 10th, 2026

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 was 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. Sign delivered to the borough and installed by OES.
 - d. EADS held a preconstruction meeting with D'Arrigo Landscaping and Nicholas Electric for the installation of conduit and the electrical connection to the sign. Construction tentatively scheduled to start March 9th.
- B) CDBG project for milling and paving of Park Ave and Newton Road. Project cost for resolution was estimated at \$248,958.00.
 - a. Received CDBG award in the amount of \$248,958.00.
 - b. EADS is putting together specs and bid proposal to begin bidding process with grant award contract expected to arrive soon.

LSA GRANT

- A) LSA project for milling and paving of Park Avenue, 4th Street, and Ardmore Manor Road. Project cost for resolution was estimated at \$248,666.00.
 - a. Received LSA grant award in the amount of \$200,000.00.
 - b. Will start putting together specs and bid proposal upon receiving grant award contract.
- B) Submitted LSA grant application for Indiana Avenue. Project cost for resolution was estimated at \$413,214.00.

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.

3RWW/ALCOSAN/DEP

- A) Attending 3RWW meeting February 12th, 2025.
 - a. All engineer's meeting for M-47 has been put on hold for the time being.
- B) Consent Order Agreements
 - a. Submitted an Enhanced Exhibit B compliance summary to 3RWW as part of the borough's obligation to the Phase II Consent Order Agreement.
- C) ALCOSAN
 - a. EADS to submit the annual municipal Wasteload Management Report to ALCOSAN.

BLIGHT REMEDIATION GRANT

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

MISCELLANEOUS

- A) Borough Building Project
 - a. EADS conducted a walk-through of the borough building and noted issues and repairs that are needed.
 - b. Applied for GEDTF and CDBG grants totaling \$1,000,000.00 for the construction of a new borough building.
 - c. Applied for blight remediation grant for the demolition of the existing borough building. Project cost for resolution was estimated at \$250,000.00.
- B) 1050 Brinton Road Site Development Project
 - a. Attended meeting discussing the potential project on August 21st, 2025.
 - b. Received preliminary site plans for review December 4th, 2025.
 - c. Issued a review letter of the conditional use application on January 13th, 2026.
- C) Planning to apply for Greenways, Trails, and Recreation Grant 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.
- D) Approved street opening permit for 2776 Columbia Ave.

Respectfully submitted,
The EADS Group, Inc. (NORTH HUNTINGDON)

Tyler J. Mincin

By: Tyler J. Mincin
Engineering Designer

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