BOROUGH OF BRADDOCK HILLS
MINUTES
REGULAR COUNCIL MEETING
September 8, 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; Mr. Mohan
Others Present: Robert Garvin, Solicitor; Cheryl Sorrentino, Manager; Dan Coffman, Engineer

1. **CALLING FOR APPROVAL OF MINUTES AS POSTED (all ayes vote)**
   Motion to approve minutes from August 11, 2026 meeting.
   All ayes

2. **CALLING FOR BIDS**
   No bids.

3. **COMMENTS FROM CITIZENS (6 minutes each)**
   Sandra Ellifritz – Ms. Ellifritz discussed the potholes on McKelvey Road. Ms. Sorrentino stated that it would be included in next round of asphalt patching.

4. **CORRESPONDENCE**
   Passed out prior to meeting.

5. **NEW BUSINESS**
   1) Motion to adopt Resolution 15 of 2026 to appoint Mary Ann Brown as member of council to fill vacancy previously occupied by Pamela Lang with term ending December 31, 2027.
   Motion – Ms. Cunic
   Seconded – Mr. Mohan
   Roll Call Vote – Unanimous – Carried

Ms. Brown was sworn in by Mayor Henkel.

6. REPORT OF BOROUGH COMMITTEES

A. FINANCE

No report.

B. PUBLIC SAFETY – CHAIRPERSON SCHAFFER

Ms. Schaffer provided updates later in the meeting.

C. ZONING & ORDINANCES – CHAIRPERSON CUNIC

1) Motion to adopt Resolution 17 of 2026 approving the acquisition and subsequent disposition of parcel of vacant lot property known as Block/Lot number 300-E-305 in accord with the comprehensive plan of Braddock Hills through the Allegheny County Vacant Lot Program

Motion – Ms. Cunic
Seconded – Mr. Mohan
Roll Call Vote – Unanimous – Carried

D. COMMUNITY EVENTS

Ms. Schaffer announced that trick-or-treating is scheduled for October 31 from 6:00 to 8:00 p.m.

E. HEALTH & SANITATION – CHAIRPERSON HOOD

Ms. Hood stated that they discussed ideas for safer streets in the Borough at the last meeting. They will be participating in a community outreach event on October 11 from 2:00 to 4:00 p.m. She discussed the Borough's acceptance into the WalkWorks program which would provide opportunities for grants for active transportation planning for the Borough.

F. BUILDINGS & BOROUGH PROPERTY –CHAIRPERSON EVANS

No report.

G. PUBLIC WORKS – CHAIRPERSON MOHAN

1) Motion to accept the bid for rock salt from American Rock Salt Company LLC through South Hills Area Council of Governments for the amounts of $152.00 to $160.00 per ton, dependent on size of order, for the period through July 31, 2027

Motion – Mr. Mohan
Seconded – Ms. Cunic
Roll Call Vote – Unanimous – Carried

2) Motion to appoint James Ponzetti as Public Works Foreman permanently effective September 14, 2026 with a wage increase to $25.00 hourly as he completed his ninety days probation period

Motion – Mr. Mohan
Seconded – Mr. Evans
Roll Call Vote – Unanimous – Carried

7. REPORT OF BOROUGH OFFICERS

A. MAYOR – KURT HENKEL

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

B. SOLICITOR – TRICIA HENNING

No report.

C. ENGINEER – DAN COFFMAN

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

8. REPORT OF COUNCIL OF GOVERNMENTS: DELEGATE EVANS

Mr. Evans stated that everyone discussed the road salt issues during the meeting.

9. REPORT OF ALLEGHENY LEAGUE OF MUNICIPALITIES: DELEGATE SCHAFFER

The next meeting after the summer break is scheduled for September 9 and she will have a report for the October meeting.

10. REPORT OF SWISSVALE-BRADDOCK HILLS REGIONAL POLICE

Chief Zacchia stated that he has listened to complaints from residents regarding speeding and has placed vehicles throughout the Borough to calm traffic. Also, the department currently has three officers in training.

Ms. Schaffer stated that the commission is currently working on the upcoming budget and the development of various committees.

11. UNFINISHED BUSINESS

No report.

12. CALLING FOR APPROVAL OF TREASURER'S REPORT AS POSTED

(all ayes vote)

Motion to approve the treasurer's report.

All ayes

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

Motion – Ms. Cunic
Seconded – Mr. Mohan
Roll Call Vote
Ms. Bolton – Yes
Mr. Mohan – Yes
Ms. Brown – Abstain
Ms. Cunic – Yes
Ms. Hood – Yes
Mr. Evans – Yes
Ms. Schaffer – Yes
6 Yes, 1 Abstain – Motion Carried

14. ADJOURNMENT OF THE MEETING TO THE CALL OF THE CHAIR

Ms. Schaffer adjourned the meeting at 7:23 p.m.

Engineer's Report
Braddock Hills Borough Regular Monthly Meeting
September 8th, 2026

GEDTF GRANT

A) SRCOG submitted a 2026 GEDTF application on behalf of Braddock Hills Borough for acquisition of 1600 Brinton Road for relocation of borough offices, police substation, and new community center. Acquisition cost for resolution was $459,000.00.

CDBG GRANT

A) CDBG application for renovations to 1600 Brinton Road.
   a. EADS joined a walkthrough on April 28th, 2026 of a vacant church building at 1600 Brinton Rd for possible relocation of borough offices and a new community center. EADS took note of needed repairs.
   b. EADS conducted a second walkthrough on July 27th, 2026 to put together a detailed description of work for possible renovations.
   c. EADS put together a description of work, proposed building layout, and cost estimate for renovations and site work at 1600 Brinton Road as part of a CDBG grant application to be submitted by SRCOG.

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. Bid opening was April 23rd, 2026.
      i. The apparent low bidder was A. Liberoni, Inc., in the amount of $151,739.12. EADS sent letter of recommendation to Borough Council.
   c. A Liberoni, Inc. received a notice to proceed to commence work with an effective date of June 9th, 2026.
   d. Paving is substantially complete. Waiting for A. Liberoni, Inc. to address punch list and remaining work items.

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. Bid opening was May 7th, 2026.
      i. The apparent low bidder was A. Liberoni, Inc., with a Base Bid amount of $107,778.78 and a Base Bid Plus Add Alternate amount of $116,362.50. EADS sent letter of recommendation to Borough Council.
   c. A Liberoni, Inc. received a notice to proceed to commence work with an effective date of June 8th, 2026.
   d. Paving is substantially complete. Waiting for A. Liberoni, Inc. to address punch list and remaining work items.

B) Submitted LSA grant application for reconstruction of Indiana Avenue. Project cost for resolution was estimated at $413,214.00.

C) EADS is working with the borough on a 2026 LSA grant application for street paving.
   a. EADS conducted a field investigation and put together a cost estimate for the paving of sections of Center Street, Cross Street, Delaware Avenue, Delaware Avenue Extension, Orchard Street, and Vermont Avenue.

BLIGHT REMEDIATION GRANT

A) EADS is working with the borough to identify blight to include in a possible application for the Act 152 blight remediation grant.

GTRP GRANT

A) GTRP application for construction of ADA parking and pathway to playground, installation of new pavilion, picnic tables, benches, and repairs to the walking track. Project cost for resolution was estimated at $108,000.00.
   a. EADS put together application and submittal documents for the SRCOG to submit a grant application for construction.

MS4/STORMWATER

A) Finalizing design for stream 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 PADEP's Municipal Separate Storm Sewer System (MS4) Pollution Reduction Plan (PRP) compliance.
   c. Project cost for resolution was estimated at $102,000.00.
   d. EADS applied for the Watershed Restoration and Protection Program Grant for construction.

B) DEP MS4 Inspection report
   a. Received inspection report from DEP on August 17th, 2026.
   b. EADS to respond to comments within 60 calendar days.

3RWW/ALCOSAN/DEP

A) EADS will attend the 3RWW meeting September 10th, 2026.
   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.

MISCELLANEOUS

A) Existing Borough Building (1300 Brinton Road)
   a. EADS conducted structural investigation of borough building on April 24th, 2026. Noted minor structural deficiencies. Entire building in need of brick repointing. Water infiltration is prevalent throughout which could lead to more significant structural failure in the future.

B) 1050 Brinton Road Site Development Project
   a. EADS received final plan drawings for review on April 28th, 2026. Plans were mailed to Allegheny County Economic Development Planning Division for advisory review.
   b. Received advisory review comments from ACED on June 1st, 2026.
   c. EADS submitted ACED comments along with EADS review letter to project owner on June 30th, 2026.
   d. EADS reviewed the revised plan set received from Gateway Engineers, Inc. and submitted a stormwater consistency letter on August 11th, 2026.
   e. EADS sent a review approval letter to the Borough and project owner on August 25th, 2026.

C) EADS investigated potential issue with trees at 426 Park Ave on June 24th, 2026.
   a. EADS reached out to Duquesne Light Company about possibility of removing the trees that are located near their utility line.
   b. The Borough contracted a tree removal service to clear the trees within borough right-of-way and the issue has been resolved.

D) EADS investigated identified stormwater basins and culverts around the borough as part of a possible stormwater cleaning/jetting project on July 30th, 2026.

E) EADS investigated ground seep at 420 Jackson Street on May 4th, 2026 and July 13th, 2026.
   a. Seepage was investigated by Wilkinsburg Penn Joint Water Authority and found to be a break in the water main line that has now been repaired.

F) EADS investigated stormwater issues on Center Street and Pennsylvania Avenue on June 24th, 2026.
   a. EADS is putting together an estimate for repairs.

G) EADS conducted field investigation with public works of stormwater basin issues and salt shed wall on April 2nd, 2026.
   a. EADS to provide estimate of concrete block wall for salt shed.

H) EADS investigated a runoff issue on Delaware Avenue and potential damage to stormwater infrastructure on July 13th, 2026.

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

Tyler J. Mincin

By: Tyler J. Mincin
Engineering Designer

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