BOROUGH OF BRADDOCK HILLS
MINUTES
REGULAR COUNCIL MEETING
October 13, 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. Brown; Ms. Cunic; Ms. Hood; Mr. Mohan
Others Present: 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 September 8, 2026 meeting.
   All ayes

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

3. **COMMENTS FROM CITIZENS (6 minutes each)**
   Casey Hickman, Randolph Hickman – Ms. Hickman and Mr. Hickman discussed the property at 526 Park Avenue included in the grant to be demolished. Mr. Garvin explained the Borough's findings and options. Ms. Schaffer asked them to provide a plan in three months.

   Karen Lyons – Ms. Lyons attended on behalf of the Woodland Hills School District board. She discussed homecoming, anti-vaping, committee meetings open to the public, budgetary matters, Impact Center, trunk-or-treat and vote on vacancies.

   DeWitt Walton – Mr. Walton attended as Allegheny County Council member. He discussed budget challenges and address made by County Executive Innamorato, no millage increase, election ballot question

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

5. REPORT OF BOROUGH COMMITTEES

A. FINANCE

1) Motion to ratify phone vote of September 16, 2026 to finance Ford F350 pick-up truck in the amount of $35,000 with 7.5% interest rate for five years through FNB Equipment Finance with a $1.00 buyout at end of lease term
   Motion – Ms. Brown
   Seconded – Mr. Evans
   Roll Call Vote – Unanimous – Carried

B. PUBLIC SAFETY

1) Ms. Schaffer provided updates later in the meeting.

C. ZONING & ORDINANCES

1) Motion to advertise Ordinance 1 of 2026 to replace Chapter 11 Housing, Part 2, to include landlord registration requiring every owner/landlord residing further than fifteen miles from rental property to designate a property owner within fifteen miles and provide all pertinent contact information
   Motion – Ms. Hood
   Seconded – Mr. Mohan
   Roll Call Vote – Unanimous – Carried

2) Motion to advertise Ordinance 2 of 2026 to amend Chapter 15 Nuisance Vehicles, Part 10, to include expired registrations and inspection stickers
   Motion – Ms. Hood
   Seconded – Mr. Mohan
   Roll Call Vote – Unanimous – Carried

D. COMMUNITY EVENTS

Ms. Cunic announced that trick-or-treating is scheduled for October 31 from 6:00 to 8:00 p.m.
Book Club's next meeting will be held on October 15 at 7:00 p.m. at the Community Center.
The upcoming Communications meetings are open to everyone.

E. HEALTH & SANITATION

1) Motion to advertise the bids for the Center Street Stormwater Project for the removal and installation of inlet basins and pipe at an estimated cost of $94,590 to be bid
   Motion – Ms. Hood
   Seconded – Mr. Evans
   Roll Call Vote – Unanimous – Carried

2) Motion to adopt Resolution 19 of 2026 to submit a grant application to Allegheny County Economic Development in the amount of $92,000 for the demolition of 526 Park Avenue, 798 Garfield Avenue, and 974 Wilkins Avenue

Motion – Ms. Hood
Seconded – Ms. Cunic
Roll Call Vote – Unanimous – Carried

Ms. Hood announced that Braddock Hills was chosen to participate in WalkWorks program. The program addresses the need to provide safer streets for pedestrians, cyclist, etc. Public engagement is part of the program to share concerns.
Ms. Hood participated in the Woodland Hills School District trunk-or-treat.

F. BUILDINGS & BOROUGH PROPERTY

No report.

G. PUBLIC WORKS

1) Motion to ratify phone vote on September 23, 2026 to hire Kory Pascarella as laborer for Public Works Department as per the current terms and conditions

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

2) Motion to ratify phone vote on September 16, 2026 to adopt Resolution 18 of 2026 to authorize purchase of Ford F350 pick-up truck for Public Works Department in the amount of $65,595.78 from Jim Shorkey Auto Group, a CoStars vendor

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

3) Motion for the purchase and installation of snow removal and safety equipment for 2026 F-350 truck from Push-n-Pull, a CoStars vendor, in the amount of $17,890.90

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

4) Motion to scrap the 2015 Ford F-350 as it has been inspected and it was determined that it is beyond repair. The vehicle has a fair market value of less than $1,000.00 in its condition

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

6. REPORT OF BOROUGH OFFICERS

A. MAYOR – KURT HENKEL

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

He attended PA State Association of Boroughs webinar. He discussed reestablishment of mayors' association and block cameras.

B. SOLICITOR – ROBERT GARVIN

No report.

C. ENGINEER – TYLER MINCIN

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

7. REPORT OF COUNCIL OF GOVERNMENTS: DELEGATE EVANS

No report for Council of Governments. Mr. Evans did attend the Pennsylvania State Association of Boroughs Fall Conference.

8. REPORT OF ALLEGHENY LEAGUE OF MUNICIPALITIES: DELEGATE SCHAFFER

Ms. Schaffer stated that they discussed legislature. The General Membership meeting will be held on December 10.

9. REPORT OF SWISSVALE-BRADDOCK HILLS REGIONAL POLICE

Chief Zacchia provided updates including all full-time officers completed training, hiring of full-time officer, participation on community events, more presence at Propel School, agreement with A Team, and training. They have been awarded the LSA grant for four patrol cars.

10. UNFINISHED BUSINESS

No report.

11. NEW BUSINESS

Ms. Schaffer welcomed Ms. Brown to Council. She announced the committees and chairs.

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. Hood
Seconded – Mr. Mohan
Roll Call Vote – Unanimous – Carried

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

Ms. Schaffer adjourned the meeting at 7:54 p.m.

Engineer's Report
Braddock Hills Borough Regular Monthly Meeting
October 13th, 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 Phase I renovations and site work at 1600 Brinton Road as part of a CDBG grant application 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 remaining punch list 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. Punch list items have been addressed and a final walkthrough is to be scheduled with the contractor.

B) Submitted LSA grant application for reconstruction of Indiana Avenue. Project cost for resolution was estimated at $413,214.00.
   a. Received LSA grant award in the amount of $250,000.00.
   b. Planning to bid project in spring of 2027.

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, McKelvey Rd, Orchard Street, and Vermont Avenue.

ACT 152 BLIGHT REMOVAL PROGRAM

A) EADS is working with the borough on an Act 152 Blight Removal Program grant application for the demolition of 798 Garfield Ave, 526 Park Ave, and 974 Wilkins Ave.
   a. Grant amount for resolution is estimated at $92,000.00.

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.
      i. EADS is submitting a response to comments letter to DEP.
   b. Received notice from DEP requesting a report regarding status of MS4 Pollutant Reduction Plan on September 14th, 2026.
      i. EADS is submitting a response to comments letter and report to DEP.

C) DEP MS4 Annual Report
   a. EADS submitted Braddock Hills MS4 Annual Report to DEP on September 30th, 2026.

3RWW/ALCOSAN/DEP

A) EADS attended the 3RWW meeting October 8th, 2026.
   a. All engineer's meeting for M-47 has been put on hold for the time being.

B) Consent Order Agreements
   a. EADS attending meeting with 3RWW on October 19th, 2026 regarding COA compliance and discussion of Nine Mile Run Multi Municipal Project.

MISCELLANEOUS

A) 1050 Brinton Road Site Development Project
   a. EADS sent a review approval letter to the Borough and project owner on August 25th, 2026.
   b. The Borough received the approved HOP permit from the project owner on October 8th, 2026.

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

C) EADS investigated stormwater issues on Center Street and Pennsylvania Avenue on June 24th, 2026.
   a. EADS submitted to the Borough an estimate for repairs on Center Street.
   b. EADS to look into applying for grants for repairs on Pennsylvania Avenue.

D) 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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