

**BOROUGH OF BRADDOCK HILLS**  
**MINUTES**  
**REGULAR COUNCIL MEETING**  
**December 9, 2025**

**CALL TO ORDER**

Thomas Evans, President of Council, called to order the regularly scheduled council meeting at 7:04 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Evans led the Pledge of Allegiance.

**CALLING OF THE ROLL**

Council Present: Mr. Evans, President; Ms. Bolton; Ms. Kvorjak; Ms. Schaffer; Ms. Lang; Mr. Mohan

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 November 11, 2025 meeting made by Ms. Kvorjak.  
All ayes

**2. CALLING FOR BIDS**

No bids.

**3. COMMENTS FROM CITIZENS (6 minutes each)**

Angela Salisbury, State Representative – Representative Salisbury recognized Mayor Brown and Chief Helinski. She provided a proclamation to them and thanked them for their years of service to Braddock Hills.

DeWitt Walton, Allegheny County Council – Mr. Walton stated that the County passed the budget without an increase. He expressed his gratitude to Mayor Brown and Chief Helinski.

Tony Buba – Mr. Buba thanked Chief Helinski for his service.

Jackie Cunic – Ms. Cunic expressed her concern over a trash billing issue with Jordan Tax Service. She noted that the billing reminder was just received. Also, she suggested checking spam emails as the sender is “no reply”.

Mary Ann Brown – Ms. Brown thanked her brother for his service as mayor. She thanked Chief Helinski for everything he has done for the Borough. She stated that Council is doing a good job.

She thanked Ms. Salisbury for everything she is doing for the Borough and Mr. Walton for his representation on County Council  
She asked for more outreach to the community.

Mr. Evans thanked Mayor Brown and Chief Helinski.

**4. CORRESPONDENCE**

Passed out prior to meeting.

**5. REPORT OF BOROUGH COMMITTEES**

**A. FINANCE – CHAIRPERSON BOLTON**

1) Motion to adopt 2026 budgets as follows:

General budget with receipts and expenditures of \$3,077,548

Sewer budget with receipts and expenditures of \$584,500

Refuse budget with receipts and expenditures of \$193,500

Motion – Ms. Bolton

Seconded – Ms. Kvorjak

Roll Call Vote – Unanimous – Carried

2) Motion to adopt Resolution 9 of 2025 adopting the real estate tax millage rate of 9.400 for the year 2026 with no increase

Motion – Ms. Bolton

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

3) Motion to pay 2025 TAN loan in the amount of \$125,000 with required interest

Motion – Ms. Bolton

Seconded – Ms. Schaffer

Roll Call Vote – Unanimous – Carried

**B. PUBLIC SAFETY**

1) Motion to adopt Resolution 12 of 2025 authorizing the entry into agreement with North Braddock Volunteer Fire Department to provide fire protection in the Borough of Braddock Hills for an additional three-year term ending December 31, 2028

Motion – Ms. Schaffer

Seconded – Ms. Bolton

Roll Call Vote – Unanimous – Carried

Ms. Schaffer provided an update on the police regionalization. They have been meeting a lot and still have a number of things to occur prior. She stated that they are reviewing the budget and will vote on it at the December 22 meeting. The police department will be sworn in on December 29. Everything is going well with the process.

**C. ZONING & ORDINANCES – CHAIRPERSON KVORJAK**

- 1) Motion to advertise 2026 Council and pre-Council meeting dates. Pre-council meetings to be held on the second Tuesday of each month at 6:30 p.m. and Council Regular meetings at 7:00 p.m.

Motion – Ms. Kvorjak

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

- 2) Motion to advertise 2026 reorganization meeting for Monday, January 5, 2026

Motion – Ms. Kvorjak

Seconded – Ms. Bolton

Roll Call Vote – Unanimous – Carried

- 3) Motion to adopt Resolution 10 of 2025 approving the acquisition and subsequent disposition of parcel of vacant lot property known as Block/Lot number 234-R-238 would be in accord with the comprehensive plan of Braddock Hills

Motion – Ms. Schaffer

Seconded – Ms. Bolton

Roll Call Vote – Unanimous – Carried

- 4) Motion to advertise a Conditional Use Hearing for Kevin & Kavya Enterprises LLC t/d/b/a Braddock Hills Mini Mart, for property located at 1060 Brinton Road. The Applicant seeks conditional use approval to permit the operation of a fuel dispensing facility in association with an existing convenience store

Motion – Ms. Schaffer

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

Mr. Garvin stated that the hearing will be held at 7:00 p.m., at the beginning of the January 13 regular council meeting.

**D. COMMUNITY EVENTS – CHAIRPERSON SCHAFFER**

Ms. Schaffer announced the holiday party will be held on Saturday, December 13 at 7:00 p.m. It will be held at the Senior Center on Columbia Avenue. There will be a visit from Santa, activities, raffle and refreshments.

Ms. Schaffer stated that the committee is continuing to work on the 80<sup>th</sup> birthday event for next year. The next meeting will be held on December 18 at 7:00 p.m. and to contact her if interested.

**E. HEALTH & SANITATION – CHAIRPERSON LANG**

1) Motion to adopt Resolution 11 of 2025 to adopt a First Amendment to the refuse collection contract with Waste Management to extend the refuse collection contract for two years per household and per monthly rates as follows:

- January 1, 2026 thru December 31, 2026  
\$21.94 per month for household refuse collection and \$1.72 per month for household hazardous waste
- January 1, 2027 thru December 31, 2027  
\$23.04 for household refuse collection and \$1.81 per month for household hazardous waste

Motion – Ms. Lang

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

**F. BUILDINGS & BOROUGH PROPERTY –CHAIRPERSON EVANS**

No report.

**G. PUBLIC WORKS – CHAIRPERSON MOHAN**

1) Motion to pay Verardi Landscapes the remaining balance of \$39,037.80 for the basin repairs project subject to their execution of a settlement agreement and release

Motion – Mr. Mohan

Seconded – Ms. Kvorjak

Roll Call Vote – Unanimous – Carried

Mr. Garvin stated that there was an on-going dispute regarding additional work and the additional money will not be paid.

**6. REPORT OF BOROUGH OFFICERS**

**A. MAYOR – JOHN BROWN**

Mayor Brown read the police, fire and EMS reports for September.

- Attended Mayor's Charitable meeting
- Attended Swissvale-Braddock Hills Regional Police Department commission meeting
- Attended Woodland Hills EMS board meeting
- Attended Mayor's Charitable event at Grandview Golf Course

- Thanked the kindness of Representative Salisbury and County Councilman Walton. Thanked Chief Helinski and Ms. Sorrentino for their support. He wished Council good luck.

**B. SOLICITOR – ROBERT GARVIN**

Mr. Garvin addressed Mayor Brown and his appreciation of everything that he has done for the community and outside the community. He wished him a good future.

Mr. Garvin stated that he has been busy handling the issue with Verardi Landscape along with a possible reassessment matter with Brinton Apartments.

**C. ENGINEER – TYLER MINCIN**

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

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

Mr. Evans attended the holiday dinner and stated that no business was conducted.

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

No report.

**9. UNFINISHED BUSINESS**

No report.

**10. NEW BUSINESS**

No report.

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

**(all ayes vote)**

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

All ayes

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

Motion – Ms. Bolton

Seconded – Ms. Kvorjak

Roll Call Vote – Unanimous – Carried

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

Mr. Evans adjourned the meeting at 7:45 p.m.

**Engineer's Report**  
Braddock Hills Borough Regular Monthly Meeting  
December 9<sup>th</sup>, 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. Sign delivered to the borough and installed by OES.
  - d. Waiting to receive written quotes from contractors to complete trenching work for sign conduit.
- 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.

**LSA GRANT**

- A) Submitted revised LSA grant application for Park Avenue, 4<sup>th</sup> Street, and Ardmore Manor Road.
- B) Submitted LSA grant application for Indiana Avenue. Project cost for resolution is 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 19<sup>th</sup>, 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. A walkthrough was held on October 27<sup>th</sup> and EADS submitted a second punchlist to the contractor.
  - d. The contractor addressed the second punchlist and EADS conducted a final walkthrough with the borough November 12<sup>th</sup>.
  - e. Construction was deemed complete and EADS submitted to the contractor for review and approval a change order of \$20,000 for additional needed repairs completed, a final payment application of \$39,037.80 encompassing original contract items and change orders, and a release form.

**3RWW/ALCOSAN/DEP**

- A) Attending 3RWW meeting December 11<sup>th</sup>, 2025.
  - a. All engineer's meeting for M-47 has been put on hold for the time being.
- B) Consent Order Agreements
  - a. All required separate sewer system projects must be completed by December 31, 2025 and a report documenting the effectiveness of the source flow reduction projects is due to the regulatory agencies by December 31, 2026.
- 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 to move forward with putting 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) 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 is estimated at \$250,000.00.
- C) 1060 Brinton Road Site Development Project
- a. Attended meeting discussing the potential project on August 21<sup>st</sup>, 2025.
  - b. Received preliminary site plans for review December 4<sup>th</sup>, 2025.
- D) Reviewed and approved a street opening permit for gas utility repair at 322 Virginia Ave.
- E) 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.
- F) Exploring the possibility of constructing a solar farm and park trails and looking into relevant grants.

Respectfully submitted,

**The EADS Group, Inc. (NORTH HUNTINGDON)**

*Tyler J. Mincin*

By: Tyler J. Mincin  
Engineering Designer

R:\1331 Braddock Hills Boro\25101 Retainer\20 Regular Meetings\2025-12-09 - Braddock Hills Borough Engineer's Report.docx