

**BOROUGH OF BRADDOCK HILLS
MINUTES
REGULAR COUNCIL MEETING
January 13, 2026**

CALL TO ORDER

Cassandra Schaffer, President of Council, called to order the regularly scheduled council meeting at 7:47 p.m. following the Conditional Use Public Hearing

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

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 December 9, 2025 meeting made by Ms. Lang.
All ayes

2. CALLING FOR BIDS

No bids.

3. COMMENTS FROM CITIZENS (6 minutes each)

Fran Kvorjak – Ms. Kvorjak asked about police location in the municipality during a call in Swissvale. Ms. Schaffer knew about the matter but not sure if all police were involved.

Mary Ann Brown – Ms. Brown requested that the handicap access be open during public meetings.

Jack Brown – Mr. Brown listed all meetings and events he attended as mayor since the last regular meeting on December 9, 2025.

4. CORRESPONDENCE

Passed out prior to meeting.

5. APPOINTMENT TO VACANT SEAT ON COUNCIL

Motion to adopt Resolution 1 of 2026 to appoint Ed Mohan as a member of Council for the Borough of Braddock Hills with a term to expire January 1, 2028. Mr. Mohan was sworn in by Mayor Henkel.

6. COMMITTEE AND DELEGATE APPOINTMENTS (SEE ATTACHED)

A. FINANCE

B. ZONING & ORDINANCES

C. COMMUNITY EVENTS

D. BUILDING & BOROUGH PROPERTIES

E. PUBLIC SAFETY

F. PUBLIC WORKS

G. HEALTH & SANITATION

A. MOTION TO APPOINT THOMAS EVANS AS OFFICIAL **STEEL RIVERS COG REPRESENTATIVE, AND PAMELA LANG AS ALTERNATE REPRESENTATIVE.**

Motion – Ms. Cunic

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

B. MOTION TO APPOINT CASSANDRA SCHAFFER AND JACKIE CUNIC AS OFFICIAL **ALLEGHENY COUNTY BOROUGH ASSOCIATION REPRESENTATIVE**

Motion – Mr. Mohan

Seconded – Ms. Lang

Roll Call Vote – Unanimous – Carried

C. MOTION TO APPOINT MARGUERITE BOLTON AS OFFICIAL **ALLEGHENY COUNTY SOUTHEAST TAX COLLECTION COMMISSION REPRESENTATIVE, AND JACKIE CUNIC AS ALTERNATE REPRESENTATIVE.**

Motion – Ms. Lang

Seconded – Ms. Hood

Roll Call Vote – Unanimous – Carried

D. MOTION TO APPOINT ANGELA HOOD AS OFFICIAL TRI-COG LAND BANK REPRESENTATIVE, AND THOMAS EVANS AS ALTERNATE REPRESENTATIVE.

Motion – Mr. Mohan

Seconded – Ms. Cunic

Roll Call Vote – Unanimous – Carried

7. REPORT OF BOROUGH COMMITTEES

A. FINANCE – CHAIRPERSON BOLTON

No report.

B. PUBLIC SAFETY – CHAIRPERSON SCHAFFER

Motion to ratify phone vote of December 22, 2025 to submit first installment to Swissvale-Braddock Hills Regional Police Department in the amount of \$200,000.00 with an additional amount of \$100,000.00 to be paid prior to end of February.

Motion – Ms. Cunic

Seconded – Ms. Hood

Roll Call Vote – Unanimous – Carried

C. ZONING & ORDINANCES – CHAIRPERSON CUNIC

No report.

D. COMMUNITY EVENTS – CHAIRPERSON LANG

Ms. Lang expressed gratitude to chair this committee.

E. HEALTH & SANITATION – CHAIRPERSON HOOD

No report.

F. BUILDINGS & BOROUGH PROPERTY – CHAIRPERSON EVANS

Motion to accept quote from D'Arrigo Landscaping in the amount of \$4,700 to dig a trench and backfill for electrical connection from borough sign to building

Motion – Mr. Evans

Seconded – Ms. Bolton

Roll Call Vote – Unanimous – Carried

Ms. Cunic asked if this project included concrete work. Mr. Mincin answered that it does include the sidewalk in front of the borough building.

Mr. Evans asked if it was a fair price. Mr. Mincin stated that it was the lowest quote for this project.

G. PUBLIC WORKS – CHAIRPERSON MOHAN

No report.

8. REPORT OF BOROUGH OFFICERS

A. MAYOR – KURT HENKEL

Mayor Henkel thanked the former mayor, Jack Brown, for being there and mentoring him in the new position.

B. SOLICITOR – ROBERT GARVIN

No report.

C. ENGINEER – TYLER MINCIN

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

9. REPORT OF COUNCIL OF GOVERNMENTS: CHAIRPERSON EVANS

No report.

10. REPORT OF ALLEGHENY LEAGUE OF MUNICIPALITIES: DELEGATE SCHAFFER

Ms. Schaffer attended the annual Christmas event with former Mayor Brown. She was sworn as a board member.

She stated their next event is in February at Rivers Casino if any council member is interested in attending.

11. UNFINISHED BUSINESS

No report.

12. NEW BUSINESS

Ms. Sorrentino asked for two motions to amend the agenda and apply for the 2026 TAN loan.

Motion to amend the January 13, 2026 agenda to include the motion to apply for the 2026 TAN loan.

Motion – Ms. Cunic

Seconded – Mr. Mohan

Roll Call Vote – Unanimous – Carried

Motion to apply for the 2026 TAN loan with First National Bank in the amount of \$125,000.00 with an interest rate of 4.99%

Motion – Mr. Mohan

Seconded – Ms. Lang

Roll Call Vote – Unanimous – Carried

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 – Mr. Evans

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 8:19 p.m.

Engineer's Report
Braddock Hills Borough Regular Monthly Meeting
January 13th, 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.
- 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.
 - 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.
 - Sign delivered to the borough and installed by OES.
 - EADS received written quotes of \$4,700.00 and \$8,500.00 from D'Arrigo Landscaping and S&C Pipeline Co. respectively to complete trenching work for sign conduit. EADS to schedule preconstruction meeting with contractor and Nicholas Electric upon quote approval by council.
- B) CDBG project for milling and paving of Park Ave and Newton Road. Project cost for resolution was estimated at \$248,958.00.
- Received CDBG award in the amount of \$248,958.00.
 - EADS is putting together specs and bid proposal to begin bidding process with grant award contract expected to arrive in a couple weeks.

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.
- Received LSA grant award in the amount of \$200,000.00.
 - 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.
- Pre-application meeting took place on March 19th, 2025.
 - Exploring additional siltation impairment solutions as part of MS4 PRP compliance.
 - Project cost for resolution is estimated at \$100,000.00. EADS exploring grant options.

3RWW/ALCOSAN/DEP

- A) Attended 3RWW meeting January 8th, 2025.
- All engineer's meeting for M-47 has been put on hold for the time being.
- B) Consent Order Agreements
- No new items.
- C) ALCOSAN
- 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.
- Received \$30,000 for the demolition of both properties.
 - 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) 1060 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) 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.
- D) 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

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