

**COUNCIL MEETING
Minutes of March 13, 2012**

CALL TO ORDER

President Weitzel called to order the Meeting of Crafton Borough Council, in Council Chambers of the Community Center. ROLL CALL, by Mrs. Tremblay, recorded all nine members of Council present as follows: Mr. Hayes, Mr. Johnston, Mr. O'Brien, Ms. O'Connell, Mr. Phillips, Mrs. Stacy, Mr. Stewart, Ms. Wojda and Ms. Weitzel.– Also present were Mayor Bloom, Manager Callen and Solicitor Ayoob. (*Engineer not present*)

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*O'Connell/Wojda*) to approve the March 13, 2012 List of Bills.

MOTION carried by Unanimous Roll Call Vote (9-0).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*Wojda/Johnston*) to approve the Meeting Minutes of January 11 and February 14, 2012.

MOTION carried by Unanimous Voice vote (9-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL

David Neely, 25 N. Emily – Mr. Neely stated that he had submitted an application, previously, for a residential parking permit under the old Ordinance, and was denied. He doesn't agree with the reasoning for the denial, and noted that since then, the Ordinance has been amended and the section for residential parking permits was removed from the Ordinance. He requested some resolve to the on-street parking problem on N. Emily and asked that Council reconsider their action and reinstate this section of the Ordinance. Mr. Johnston reported that they will discuss this at the next Ordinance Committee Meeting.

Jennifer O'Leary, Owner of Crafton Kennels, 225 Ewing Road – Ms. O'Leary complained about the closing of Ewing Road; while understandable, there was insufficient notice to her and the residents in the affected area. She asked why there was no advance notice, or meeting with the residents and asked what is the plan for repairs and/or opening the road – is it a permanent closure, indefinite or temporary. She also asked for more police patrols in the area, especially during the baseball season/CIT ballfields. It was explained to her that the condition of Ewing was discussed at the last Council meeting, and the need to close the road as soon as possible due to public safety concerns. Action was taken at that meeting to approve the road closure, and sufficient notice and detour signage was to be in place before the closure. At this time, it is considered a permanent closure due to the amount of reconstruction work necessary and the cost. Apologies were offered to Ms. O'Leary.

SOLICITOR'S REPORT

Solicitor Ayoob referred Council to correspondence/document copy he provided to Council relating to Black's Bridge and the determination that Port Authority was responsible for repairs and maintenance of the bridge; per 1968 P.U.C. recorded document. Since this was discovered while searching for Clearview Trail ownership records, he did not look into it further. He inquired if Council wanted him to research this document further, or any documents since then that would have relieved Port Authority of the responsibility. Mrs. Tremblay noted that Ed Stewart, former

Mayor and Councilman, was also a member of the Port Authority Board, and was very informed on matters concerning Black's Bridge prior to the Busway, and was very informed and voted on matters concerning the recent repairs made to the bridge. He would have definitely known if Port Authority was responsible, in accordance with that document, and not Crafton. It was the consensus of Council for the Administrative Staff to research this internally, and possibly have the Solicitor look into it at a later date, if necessary, depending on what is discovered in the borough offices.

MANAGER'S REPORT

Manager's written report was reviewed (*attached*). He noted that he did not have the cost amount to insert into the Motion regarding construction of a new Salt Bin. He also advised that we have not received the minimum salt delivery for the year due to the mild winter and we must take delivery of the balance of the salt contract before June 30th, and have no room for it. Tree Vitalize; will be receiving approx. 19 trees, with planting planned for September. Renovations and planting work in the circle should be completed by Memorial Day.

Mr. Hayes inquired on the status of the installation of the flow meters, per their approval at the last meeting. Manager Callen advised that the Engineer was given notice the next day to proceed, so he assumed Gateway did so. Mayor Bloom advised that he had met with PennDot representatives in January regarding West Crafton Avenue, and one of their engineers commented that PennDot would be responsible for tree cutting on State Highways, i.e., Trees along Route 60 – Crafton Blvd. to Dinsmore, and Steuben Street. Manager Callen noted that he would check that out with PennDot. He also stated that he had looked into an Agility Agreement with PennDot, and we do not have one.

PRESIDENT'S REPORT

President Weitzel reported that an Executive Session was held prior to the meeting to discuss personnel and litigation matters. Ms. Weitzel reported that she met with Manager Callen, Ms. O'Connell and Mr. Hayes to review Public Works projects and keeping Council informed; also, summer hiring and employee training. Mr. Phillips inquired if additional Public Works employees would receive Flagger Training; Mr. Callen stated no, not at this time – that two were trained.

COMMITTEE REPORTS

- a. **Administration/Insurance/Personnel** – Ms. O'Connell reported she had attended a Webinar regarding records retention and would review this information at the next Admin. meeting. She reported that the next REMS Board meeting is Monday, March 19th. She noted that she and one other member of the Civil Service Commission would like to attend a training workshop on April 10th, and a Motion has been placed on the Agenda to approve same. After that date, the Commission will most likely have revisions to the Rules and Regulations to present to Council for approval. Lastly, she reported that the Park Study Committee met on March 8th and reviewed preliminary findings regarding the pool, parks and playgrounds; next meeting will be scheduled in May, prior to Memorial Day.
- b. **Finance/Budgets/Grants/Pension** – Ms. Weitzel reported that the Finance Committee reviewed and compared year to date numbers for 2011 and 2012; noting one item that stood out which was increased fuel costs.
- c. **Public Safety** – Nothing to report.
- d. **Ordinance** – Mr. Johnston reported the Committee will continue to review prohibited parking during snow emergencies on Elmwood and other streets in the borough, which would be in conjunction with the National Weather Reports. The committee will look at possible remedies for the parking problem on N. Emily and other nearby streets affected by the Park N'Ride. One possibility is signage that would permit daytime parking for only

four hours; during the hours of 9am-4pm. This would eliminate the need for an ordinance for residential Permit Parking, and would discourage Park N'Ride vehicles on those streets; however, it would cause those vehicles to move on to other streets – there is no easy solution and they will continue to discuss various options at the Ordinance Committee meetings. He noted that he had spoken to the Ordinance Officer and he will be inspecting sidewalks and sending violation notices to property owners with damaged/unsafe sidewalks. Mr. Johnston reported that several Borough sidewalks were also being looked at and need repaired as well. Mr. Johnston noted that sidewalk and curbing work should be contracted out, rather than done in-house by Public Works. Projects would be done more efficiently and would not pull P/W employees away from their regular work schedule.

- e. **Parks/Recreation** – Ms. Wojda reported that several unsafe conditions were found at the three parks, particularly at the castle area of Crafton Park. Due to the risk and liability issues, it was suggested that signs be placed closing the facilities until the conditions could be remedied. She noted that she is looking into various grants for new equipment and noted that the playscape is over 20 years old. Mr. Phillips inquired on the camera/surveillance system at the park. Mrs. Tremblay noted that it was designed to be done in phases; one phase was completed with grant money, with various cameras at the pool, stage and Public Works building beside the stage. The system is not up and running at this time; problem with IP Address through Comcast. Mr. Johnston noted that the park is in that condition due to Public Works' failure to inspect and maintain the equipment. He asked if there are plans to train Public Works on park equipment and maintenance? He noted that he was upset that he had heard that the playscape was closing from a resident rather than a communication from the Rec Committee; if this was known on Thursday or Friday, why was it not communicated to Council until Sunday. Council will need to look at a five year plan and make a decision on maintaining or demolishing the playscape.
- f. **Public Works** – Mr. Hayes reported that a PDF of the Road Report was received by the P/W Committee from Gateway, which needs more updating and also some errors were noted. The Committee also discussed the condition of the P/W garage. He noted that there is a Motion on the Agenda to evaluate and determine the specifications for repairing Church Hill (W. Crafton Avenue), as it relates to materials and curbing.
- g. **Strategic Planning** – Nothing to report.

BUSINESS AGENDA

FINANCE/BUDGET

MOTION: It was regularly moved and seconded (*Phillips/Johnston*) to authorize members of the Civil Service Commission to attend a PSAB training workshop on April 10, 2012, at a member cost of \$100. per person. **COMMENTS:** Possibly two members to register/attend.

MOTION carried by an Eight Yes, One Abstention (*O'Connell*) Roll Call Vote (8-0-1).

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Hayes/Wojda*) to concur with the Joint Municipal SHACOG O&M bid Award to State Pipe Bid Services, Inc.; whereas the Borough of Crafton's share is projected to be \$36,588.20, for the Year-2 CCTV Sewer Inspections and Cleaning, and is thereby recommended by Gateway Engineers.

MOTION carried by Unanimous Roll Call Vote (9-0).

MOTION: It was regularly moved and seconded (*Hayes/Phillips*) to authorize Gateway Engineers to prepare and advertise Bid Specifications for the 2012 Paving Program for West Crafton Avenue (aka/Church Hill), to include alternate bids for curbing, and concrete vs. asphalt..

COMMENTS: Mr. Johnston requested that sidewalks not be included in the bid, as sidewalks are not the borough's responsibility.

MOTION carried by Unanimous Roll Call Vote (9-0).

~~**MOTION:** Motion to authorize the construction of a new salt bin, by Public Works laborers, for a cost not to exceed \$ _____, payable from the Public Works Capital Reserve Fund.~~

COMMENTS: Repairs and enlargement of the existing bin or construction of a new salt bin would provide for the additional storage space needed. Some cost estimates were discussed; approx. \$68,000 for 65' x 120' using our own labor, and the possibility to repair rather than replace, and try to come in under \$18,499 to avoid bidding requirements. It was noted that this project would need to be completed by June 30th to meet the storage requirements of the salt contract. **MOTION was withdrawn**, pending further discussion and cost determination.

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (*Phillips/O'Connell*) to appoint Justin Allenbaugh to be a permanent Police Officer of the Borough of Crafton effective at the one-year anniversary of his date of hire as a probationary officer. Officer Allenbaugh was hired as probationary officer on March 16, 2011.

MOTION carried by Unanimous Roll Call Vote (9-0).

MOTION (added): It was regularly moved and seconded (*Johnston/Phillips*) to authorize the submission of a proposal to Rosslyn Farms for Police Services.

MOTION carried by an Eight Yes, One No (*O'Connell*) Roll Call Vote (8-1).

ADMINISTRATION

MOTION: It was regularly moved and seconded (*Hayes/Wojda*) to adopt an administrative policy establishing procedures and rules for the participation of Council Members by means of audio telecommunication devices in the event of their absence from the Council Meeting.

COMMENTS: Council discussed pros/cons and concerns. Ms. O'Connell noted that there are proposed changes being considered in the Borough Code, which Council may want to consider; specifically with regard to quoroms. Mayor Bloom commented that this is a nine member Council vs. some three member commissions, and felt that missing one or two members should not be a concern or warrant a policy. Certain Council members felt that everyone's input is important and should have the opportunity, if available, to participate/vote at a meeting they cannot physically attend; especially if absent for work or emergency reasons, and in this day and age, with technology and such, being considered and done by many agencies. Mr. O'Brien commented that he believes this is a personal issue, and not a borough issue; feeling that Council has an obligation to attend meetings and should re-evaluate their priorities. Mr. Phillips agreed that everyone's opinion is valued and should be considered in their decisions, however, he believes a member should be present to vote. **MOTION TABLED** (*O'Connell/Hayes*) pending further consideration and discussion (9-0).

MOTION: It was regularly moved and seconded (*O'Connell/Wojda*) to adopt an administrative policy regarding the discussion, participation and voting on any matters before Borough Council in the event of a possible Conflict of Interest. **COMMENTS:** Various concerns were voiced that such a policy may be in conflict with the requirements of the State Ethics Act, and Conflicts of Interest are sufficiently addressed already by the Act. Mr. Johnston expressed concerns that everyone on Council may also be a member or volunteer of an organization, such as the Library, the CVFD, CIT Baseball, etc., and such a policy would prevent them from discussing or commenting on matters that concern these organizations. This is beyond the scope of the Ethics Act, in which the basic concern is financial or personal gains. Solicitor Ayoob noted that any policy that would be more stringent than that of the Ethics Act would not be enforceable anyway. It was noted that in the last paragraph of the proposed policy, the word supplement should read as supplant. **MOTION TABLED** (*Johnston/Stewart*) pending further consideration and discussion (9-0).

ADDITIONAL COMMENTS

A resident inquired if Borough Ordinances require a certain number of off-street parking spaces be required for multi-family units, why isn't that enforced and occupants required to use the off-street parking. It was noted that the Borough could not make occupants park off-street; they can only encourage it in the zoning requirements.

EXECUTIVE SESSION: Council going to Executive Session following the meeting; no action/voting to take place.

ADJOURNMENT

MOTION: It was regularly moved and seconded (*Johnston/Wojda*) that this meeting be adjourned.

MOTION carried by a Unanimous Voice Vote (9-0).

Respectfully submitted,
Mary Tremblay, Borough Secretary