

COUNCIL MEETING
Minutes of February 14, 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 Six (6) members of Council present as follows: Mr. Johnston, Ms. O'Connell, Mr. Phillips, Mrs. Stacy, Ms. Wojda and Ms. Weitzel.– Also present were Mayor Bloom, Ms. Grondziowski (Jr. Council) and Solicitor Ayoob. (*Absent: Mr. Hayes; also, Engineer not present*) Ms. Weitzel reported that an Executive Session of Council was held prior to the meeting to discuss personnel and litigation matters; no action was taken.

FIRST WARD COUNCIL SEAT/NOMINATIONS

Motion was made and seconded to Open the Floor to Nominations; Chair recognizing Letters of Interest from David O'Brien and Charlene Krenke. Nominations were closed.

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to appoint David O'Brien to the vacant First Ward Council seat, for a term to expire in accordance with the Borough Code, and thereby adopt Resolution No.2012-03 for same.

MOTION carried by a Five (Yes) Roll Call Vote (5-0; note: Ms. Wojda was not present during the vote). At this time, Mr. O'Brien was Sworn-in to Office by Mayor Bloom.

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*Phillips/Johnston*) to approve the February 14, 2012 List of Bills.

MOTION carried by a Five Yes, One Abstention (*O'Brien*) Roll Call Vote (5-0-1 Abst).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*O'Connell/Wojda*) to approve the Meeting Minutes of January 3, 2012, January 24, 2012 and the January 25, 2012 Special Budget Meeting Minutes.

MOTION carried by Unanimous Voice vote (6-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL

None

ADOPTION-FINAL 2012 BUDGET

MOTION: It was regularly moved and seconded (*Johnston/O'Connell*) to adopt the 2012 Borough of Crafton General fund Budget, Special Road Improvement Tax Fund Budget and Sewer Fund Budget.

MOTION carried by Unanimous Roll Call Vote (6-0).

RECEIPT OF WRITTEN REPORTS (December 2011)

Treasurer's Report, Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report, Ordinance Officer's report, REMS report, Animal Control

Report, ~~Fire Department's Report~~ and Engineer's Report. Motion made and seconded (*O'Connell/Wojda*) to accept the Reports; Carried by a Five Yes, One Abstention (*O'Brien*) Voice Vote (5-0-1 Abst).

ENGINEER'S REPORT

Manager Callen referred Council to the Engineer's written report; noting that 1.) letter was received from the PA DEP regarding a grant to assist with the expense associated with the Clearview Avenue Drainage Project, 2.) Rejection letter received regarding the CITF grant; will be reworked and resubmitted by the deadline of Feb. 29, 2012, 3.) the Paserware draft Road Condition Report has been prepared and to be reviewed with the Engineer at the Feb. 23rd Public Works Committee meeting, 4.) will be meeting with Manager to review the Consent Order Agreement and additional costs, and status, associated with the Feasibility Study, and 5.) the low bidder for the ADA Doors project has been approved by the CharWest COG and a review meeting will be scheduled.

SOLICITOR'S REPORT

None

MAYOR'S REPORT

Mayor Bloom referred Council to the written report; noting response to 201 complaints during the month of December 2011. Mayor Bloom inquired to the Manager on the sewer back-up problem at the Kentucky Fried Chicken area in the shopping center. Manager Callen reported that this problem had first occurred on Friday (2/10) when a business called out a plumber, who then contacted us regarding the backup. The blockage was at the main sewer line. Robinson Pipe was called out, along with one Public Works employee, and they cleaned out as much as they could. The COG vactor also did a clean out today. It was determined that the KFC had an extensive amount of grease backup from the lateral to the main. ALCOSAN, as well as the County Health Dept. was called to investigate this problem. It also seems that their grease trap is smaller than it should be. Once a report is received from the County Health Dept., Council will be updated and course of action determined.

MANAGER'S REPORT

Manager's written report was reviewed (*attached*). Mr. Phillips stated that Public Works is having problems working with the Shade Tree Commission members, and believes the Commission is overstepping their authority, and telling the Borough what to do. Solicitor Ayooob noted that they are not a sub-committee of Council; they are a designated Commission, a separate entity, given their authority under the Borough Code; with their own distinct and unique authority, specifically Sections 2741, 2742 and 2743. Ms. O'Connell noted that these are volunteers, and they have certain duties to fulfill and deserve our respect and cooperation. The Commission works with and through the Borough Manager, who then reports to Council. Manager Callen reported that they will be meeting with the Commission to resolve some of the issues; specifically trees that may need to be removed due to public safety concerns (*Feb. 28th, 5:30 pm Meeting*). Manager Callen also noted that Gateway Engineers has offered to donate services of a landscape architect and funds to create an attractive planting plan in the Circle, with perennials, etc – and this will also be reviewed with the Shade Tree Commission.

PRESIDENT'S REPORT

President Weitzel reported that she will be meeting with the Borough Manager every Wednesday morning, and also noted that regular Press Releases will be prepared to make the media aware of various items of importance to the borough; beginning with alerting the media to the recent grant award from the PA DEP for the Clearview Avenue Drainage Project. It was

noted that the Borough needs to purchase digital video camera equipment, which was budgeted for approx. \$4,000, in order to continue the video taping and broadcasting of Council meetings. Also, this would be in accordance with the agreement, executed by President Weitzel, with the Carlynton School District regarding the PEG channel. Solicitor Ayoob noted that any agreement, contract, etc. signed by the President of Council, acting on behalf of all of Council, must first be approved by a vote of Council. It was noted that this action will be ratified during the business agenda. Meeting broadcasts are now only available through Comcast; Manager Callen will also investigate broadcasting through Verizon.

UNFINISHED BUSINESS and NEW DISCUSSION ITEMS

- a. **Administration** – Ms. O’Connell reported on the activities of the Civil Service Commission; they will be reviewing a legal opinion (Oct. 2011) regarding recommended amendments to the Rules. The Commission is not in agreement with an amendment with regard to the Cooper Standard/Physical Fitness requirement. They are proceeding on Council’s request to create an eligibility list for promotions, but will not be able to meet the March 1st deadline, especially with having two new members appointed to the Commission. Standardized tests will be ordered through the Chiefs of Police Association, at a cost of \$100. each, plus \$10. for each study guide and \$15 for the administrative guide. Ms. O’Connell also reported on Administrative matters: our computer IT person is recommending that the administrative server, which is seven years old, be considered for replacement. Also, disposal of obsolete computers and printer equipment; especially destruction of the hard drives – It was noted the DEP Technologies can refer us to someone for this service. Also, looking into different Internet services. Park Study Committee met on the 26th of January; a power point presentation was given on what has been done thus far; reviewing what we have and some challenges to expect. The next meeting is Feb. 23rd. She noted that she attended the recent REMS meeting; they discussed their desire to purchase a new ambulance, they reported a sharp decline in the number of calls in Crafton between the hours of 11pm and 7am. Library report of activities/services was provided for 2011

CORRESPONDENCE

Manager Callen reported that the following items were provided to Council:

1. Letter of Resignation from Gary Ciampanelli, Fire Marshal
2. Letter from Duncan Excavating, advising of dirt moving activity scheduled for tractor pull event.
3. St. Phillip’s Church request for closure of section of West Crafton Avenue during June Festival. Will handle this request administratively; no Council action necessary..

BUSINESS AGENDA

FINANCE/BUDGET

MOTION: It was regularly moved and seconded (*O’Connell/Phillips*) to approve payment of \$431.00 to CONNECT (Congress of Neighboring Communities) for the 2012 annual dues (*Bill List Item*). **COMMENTS:** Explained that this is the Congress of Neighboring Communities working together with the City of Pittsburgh to the benefit of approx. 37 municipalities. This is the second year of membership.

MOTION carried by Unanimous Roll Call Vote (6-0).

ADMINISTRATION

MOTION: It was regularly moved and seconded (*O'Connell/Johnston*) to enter into an Agreement with the Commonwealth of Pennsylvania Department of Environmental Protection for a \$298,704 Grant to be applied to the Clearview Avenue Drainage Improvements project.

COMMENTS: Mr. Johnston inquired on the status of the ownership search for Clearview Park/Trail property; Manager Callen noted that this is still being researched and will be resolved to proceed on the project.

MOTION carried by a Five Yes, One Abstention (*O'Brien*) Roll Call Vote (5-0-1 Abst).

MOTION: It was regularly moved and seconded (*O'Connell/Phillips*) to adopt Resolution No. 2012-02 fixing the Annual Salaries of Certain Employees of the Borough of Crafton, commencing on, and retroactive to, January 1, 2012.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (*Phillips/Johnston*) to adopt Resolution No. 2012-05 adopting the 2011 Allegheny County Hazard Mitigation Plan.

MOTION carried by Unanimous Voice Vote (6-0).

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to approve the purchase of ten (10) Kocheck 4" x 100' fire hose from Three Rivers Fire Equipment in the amount of \$4,570, including a 10-year warranty, as budgeted (#411.70).

MOTION carried by Unanimous Roll Call Vote (6-0).

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Johnston/O'Connell*) to approve a contract with Confluence Builders, Inc. in the amount of \$4,438.26 for repairs to the Public Works building. **COMMENTS:** Work being done in-house; Confluence Builders will be supplying materials and some labor.

MOTION carried by Unanimous Roll Call Vote (6-0).

ADDED MOTIONS

MOTION: It was regularly moved and seconded (*Phillips/Wojda*) to authorize the President of Council to execute a Letter of Understanding with the Carlynton School District to broadcast Council Meetings on their Educational and Government Channel.

MOTION carried by a Unanimous Voice Vote (6-0).

MOTION: It was regularly moved and seconded (*Wojda/Johnston*) to authorize the advertisement, in the Suburban Gazette, for 2012 Summer Employment.

MOTION carried by a Unanimous Voice Vote (6-0).

ADDITIONAL COMMENTS

Ms. Wojda inquired on matters provided to the Manager via e-mail for discussion. Manager Callen reported that he had checked on the maintenance of Cowher Way, and Public Works

advised that regular maintenance is being done in that alley. He also reported that the proposed Maxwell Street Development variance application was a matter before the Zoning Hearing Board, not Borough Council. The Zoning Hearing Board will issue its written decision, at which time it will be available for the public and Council – however, he was informed that all variances requested were denied by the Board. Ms. Weitzel advised that she was contacted by residents in that area and did not have any information on this matter; she asked that, in the future, perhaps such issues/hearings be brought to Council's attention in some fashion. President Weitzel reminded Council to provide any discussion or action items be brought to the Manager's attention in a timely manner so that it may be included in the meeting packets.

ADJOURNMENT

MOTION: It was regularly moved and seconded that this meeting be adjourned.

MOTION carried by a Unanimous Voice Vote (6-0).

VACANCY BOARD MEETING; HELD PRIOR TO COUNCIL MEETING

The Vacancy Board meeting was held prior to the Council meeting, chaired by Mrs. Viola, for the purpose of appointing a qualified resident to the vacant Second Ward Council Seat. Letters of Interest were received from Timothy Stewart and Robert Brown. Following discussion, action was taken by the Board:

MOTION: It was regularly moved and seconded (*O'Connell/Johnston*) to appoint Timothy Stewart to the vacant Second Ward Council seat, for a term to expire in accordance with the Borough Code, and thereby adopt Resolution No. 2012-04 for same.

MOTION carried by a Five Yes, Two No (*Wojda, Viola*) Roll Call Vote (5-2).

It was regularly moved and seconded to adjourn the meeting of the Vacancy Board.

Respectfully submitted,
Mary Tremblay, Borough Secretary

MANAGER'S REPORT—February 14, 2012

1. Public Works

a) Public Works

- CWCOC Vactor in Crafton week of February 6; and 2/14. Basins/Laterals cleaned on Barr & Willard, Claerview Ext & Clearview Ave., Starrett, Alley off Walnut Duncan and Afton; and lateral in Crafton Ingram SC.
- Snow removal on steps, sidewalks and streets
- Trucks winterized & maintained.
- Remediate spring water behind PW garage.
- Repair picnic tables
- Remove dead/diseased trees on Crafton Blvd., Steuben and Park.
- Sweeper on neighborhood rounds as weather permitted
- Addressed emergency by KFC at Crafton SC; ALCOSAN & AC Health Dept. consulted regarding excess grease discharge.

2. Shade Tree Commission

a) TreeVitalize On Site Meeting

Feb. 16 at 1:00pm at Crafton Park to conduct tour of next tree planting sites; PW, county arborist and Tree Commission members to attend.

b) Stotz Ave. Circle

Feb. 28 Shade Tree Commission mtg. Item of discussion will be a complete renovation of the Stotz Avenue Circle with Gateway Engineers to donate services of Landscape Architect and donations toward new and attractive spring/summer plantings.

3. Properties

a) Borough Building

- New bathroom fixtures & water saving measures installed in Borough Building, along with secure weather stripping on all exterior doors and garage doors as part of Council's energy savings measure via Allegheny County contract with Crafton.
- Rooftop HVAC Units Replacement project will commence within the next 2-3 weeks. Contract has been executed with Climate Control.

- Major part installed in building boiler; new 2nd floor thermostat installed and corrections to 2 radiators completed.

4. Vacant Structures/Abandoned Properties

Ordinance Officer continues to work on assembling a list, with supporting documentation, regarding the 50+ abandoned structures/vacant properties in order to assist Council toward formulating a public policy and action to address these problem properties. Manager involved in a regionwide task force to share/gain information regarding this blighting issue.

5. Funding/Networking Opportunities:

- February 16: Represent Crafton at CONNECT Executive Committee meeting, Bellevue Borough
- February 21: Attend Sewer Permitting Workshop, Washington, PA.
- February 21: Attend Municipal Energy Saving session, Green Tree Borough.
- February 27: Abandon Building/Property Blight meeting, Pittsburgh.
- February 28: PaDCNR Grant Workshop, Franklin Park Township.