

COUNCIL MEETING Minutes of February 28, 2012

CALL TO ORDER

President Weitzel called to order the Agenda Meeting of Crafton Borough Council at 7:15 PM, in Council Chambers of the Community Center. Flag Salute led by Mr. Hayes. ROLL CALL, by Mrs. Tremblay, recorded eight (8) members of Council present as follows: Mr. Hayes, Mr. Johnston, Mr. O'Brien, Mr. Phillips, Mrs. Stacy, Mr. Stewart, Ms. Wojda, and President Weitzel. Also present were Mayor Bloom, Solicitor Daley, Engineer Minsterman, Manager Callen and Ms. Grondziowski, Jr. Council. (*Absent: Ms. O'Connell*).

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to approve February 28, 2012 List of Bills.

MOTION carried by Unanimous Roll Call Vote (8-0).

ACCEPTANCE OF 2011 MINUTES

MOTION: It was regularly moved and seconded to accept the October 26, 2011 Meeting Minutes. **COMMENTS:** It was noted that these are 2011 Minutes, and rather than "approve", the motion reads to "accept" them. Due to the change in council members from 2011 to 2012 (returning vs. new) there would not be enough votes to approve the minutes if the new members chose to abstain. It was confirmed by the Solicitor that Council need only to accept the minutes, so they may be recorded into the official Minute books.

APPROVAL OF 2012 MINUTES

(None available at this time)

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Mary Luxbacher, Chairman, on behalf of the Shade Tree Commission – Reported the Borough's participation in the Tree Vitalize Program which is partnered with the W. Pa. Conservancy, approved for 17 landscape trees to replace some trees in the park and along Steuben Street. Tentative tree planting day is scheduled for April 18th at 9am; looking for volunteers. They appreciate the assistance of Public Works and Manager Callen. Would like to schedule an event to renovate the playscape; getting a new generation of young families to volunteer for this project. The Shade Tree Commission will also be involved with Gateway Engineer's design planning in the circle.

RECEIPT OF WRITTEN REPORTS (January 2012):

Treasurer's Report, Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report, Ordinance Officer's Report, REMS Report, ~~CVPD Reports~~, Animal Control Report and Engineer's Report. MOTION made/seconded (*Wojda/Phillips*) to accept the written reports, and carried by Unanimous Voice Vote (8-0).

ENGINEER'S REPORT

Engineer Minsterman reported that he had reviewed additional flow metering recommendations in connection with the Feasibility Study with the Public Works Committee. Certain requirements and deadlines under the Consent Order Agreement need to be met, and were not anticipated in the 2012 sewer fund budget (refer to Gateway recommendation letter, dated Feb. 24, 2012-copy enclosed). Seeking authorization to install seven flow meters and to oversee the installation, data review and model preparation. In addition to meeting the Consent Order requirements, the capacity data provided would assist in future project and budget planning.

Engineer Minsterman also reported on the Paser Road Condition reports. An updated rating assessment, created with the Paser computer program, was provided for review and comment. This should provide an unbiased, technical plan, to assist in planning and budgeting street reconstruction and maintenance. It was noted that \$160,000 was budgeted for the 2011 paving program, with church hill (West Crafton Avenue hill) being considered; and should try to put specs together to put out for bid early in the year for better contractor pricing.

DISCUSSION ITEMS

- a. **Shade Tree Commission** – No additional report; refer to Citizen Comments.
- b. **Telephonic Meeting Participation** – Manager Callen reported that a written policy would have to be established and Ms. Weitzel noted that certain parameters would be necessary. Discussion on pros and cons of such a policy were discussed. Something will be prepared for the next meeting for consideration and further discussion.
- c. **Conflict of Interest Policy** – It was noted, by the Solicitor, that the State Ethics Act, under Title 65, offers protection for Conflict of Interest matters, and would be the authority in such cases. Any policy in conflict with or stricter than the State requirements would not be enforceable. The State Ethics Act focuses on private, pecuniary gain for you, your family or business, which would be a conflict of interest. Council should abstain/recuse themselves when voting for any such matter and so state their reason for abstaining. Additional information will be provided to Council for consideration.
- d. **Paser Report – Roads** – See Engineer's Report.
- e. **Ewing Road** – The condition of Ewing Road was discussed at the Public Works Committee meeting; noting that it has become extremely treacherous and to consider closing a section of the road for Public Safety concerns; specifically the upper section, from S. Grandview Avenue extension to the CIT ballfield driveway. It would be slated as a permanent closure until such time that a remedy and funds would be available. Permanent barricades (Jersey barriers) and adequate detour signage would be installed, and notification to the homes/businesses on Ewing Road to be provided in advance. The Solicitor noted that if there are Public Safety concerns, this should be addressed as soon as possible as there could be negligence issues if someone where to get injured. A Motion will be added to the Agenda for consideration.
- f. **Sewage Billings** – Manager Callen reported that PAWC will no longer bill and include sewage charges on the water bills, effective October 1, 2012. Two proposal were provided for billing/collection services; being Jordan Tax Service and Pa Municipal Services, the lower bid recommended is Jordan Tax Service. Mrs. Tremblay noted that the Borough's rate resolution authorizes customers be billed a \$2.00 fee, per bill, which more than adequately covers the cost for the third party billing. A Motion is on the Agenda to award a contract to Jordan Tax Services.

- g. Website Design** – Ms. Weitzel referred Council to previous discussions to have a local web designer design a new website, pro-bono. As pro-bono, it gets pushed to the bottom of list of priorities. Manager Callen reported that a quote to get it started is \$750. for up-front costs/design. It was noted that these costs are discounted, and would normally cost approx. \$2,150, and there have been no costs for the work done thus far.
- h. Disposal/Destruction of old Computer Equipment** – It was noted that Ms. O’Connell is looking into this matter, and will be addressed at later date.
- i. PIRMA Insurance** – Prop/Casualty/Liability Policies Review – Manager Callen and Mrs. Tremblay reported that a meeting was held with the insurance representative to review the current policies; for renewal on May 15th. It was noted that this is a pooled trust, and the savings to the pool is reflected in lower premiums to the participants rather than paid dividends. The cost has basically remained the same for the past five years; being around \$55,000 per year for property, casualty and liability coverage.
- j. Riley Jacob Post Funding Request** – Manager Callen deferred it for future discussion/action when Ms. O’Connell is present.
- k. Fire Marshal Resignation** - Manager Callen noted that previously the resignation of Gary Ciampanelli was received, and it has been recommended by Fire Chief Crown to appoint David Morgan as Fire Marshal, and Dave Kratt as Assistant Fire Marshal. Very few hours are involved and the salary is set in the wage resolution. This would go hand-in-hand with the job he currently does as the Borough’s Ordinance Enforcement Officer. Motion for consideration and action to be placed on the Agenda.

BUSINESS AGENDA

ORDINANCE AND ENFORCEMENT

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to adopt Ordinance No. 1609, amending the Zoning Ordinance, Chapter 225, Section 128 of the Crafton Borough Code of Ordinances, to include regulations regarding Temporary Portable Storage Containers.

COMMENTS: Mr. Hayes inquired about dumpsters being placed on the street; this would be under the Motor Vehicle Code and request for placement are currently reviewed and approved by the Chief of Police.

MOTION carried by Unanimous Roll Call Vote (8-0).

MOTION: It was regularly moved and seconded (*Hayes/Wojda*) to authorize Councilman Hayes and Code Officer Morgan to attend a seminar, on March 8, 2012, at a cost of \$20/per person, conducted by Sustainable Pittsburgh and the LGA, regarding Abandoned/Blighted Properties.

MOTION carried by Unanimous Voice Vote (8-0).

FINANCE/GRANTS

MOTION: It was regularly moved and seconded (*Hayes/Stewart*) to terminate the sewage billing/collections services with Pennsylvania American Water Company and to contract with Jordan Tax Service to perform monthly customer sewage billing/collection, to commence on or before June 1, 2012; including collection of delinquent sewage fees, in accordance with the proposal dated November 29, 2011.

MOTION carried by Unanimous Roll Call Vote (8-0).

MOTION: It was regularly moved and seconded (*Phillips/Hayes*) to adopt Resolution No. 2012-06 being the Concurrent Resolution requesting grant funds, in accordance with the Community Infrastructure and Tourism Grant of Allegheny County (CITF-RAAC), in the amount of \$250,000 for the Clearview Drainage Project.

MOTION carried by Unanimous Roll Call Vote (8-0).

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Wojda/Hayes*) to contract with Gateway Engineers for the Inspection and Construction Administration for the ADA Door Opener Project (CDBG), at an amount not to exceed \$2,000. **COMMENTS:** This project was bid out by the CharWest COG and was reviewed by Gateway Engineers for their approval/recommendation. This authorization would be for Gateway to oversee the project for compliance with the specs.

MOTION carried by Unanimous Roll Call Vote (8-0).

MOTION: It was regularly moved and seconded (*Hayes/Johnston*) to authorize Gateway Engineers to conduct additional sewer flow monitoring over a 4-month period; including installation of seven (7) meters, data review and preparation for analysis reports, to commence as soon as possible, in conjunction with the Consent Order Agreement required Feasibility Study, at a cost of \$35,000. **COMMENTS:** Ms. Wojda asked if any of this was being deferred to the end of the year or next year, considering the cost for same was not budgeted this year. It was noted that due to the timeline, the meters should be installed as soon as possible, and the cost for the module can be considered for approval later in the year upon review of the sewer accounts available funds. Mrs. Tremblay also noted that the sewer surcharge is set by Borough resolution, and if need be, can be reasonably increased at any time by Council if the need arises to cover such necessary expense.

MOTION carried by Unanimous Roll Call Vote (8-0).

ADDITIONAL MOTIONS ADDED

MOTION: It was regularly moved and seconded (*Hayes/Phillips*) to appoint David Morgan to the position of Fire Marshal.

MOTION carried by Unanimous Voice Vote (8-0).

MOTION: It was regularly moved and seconded (*Phillips/Wojda*) to authorize the closing of a section of Ewing Road, from S. Grandview Extension to the C.I.T. Driveway, as needed and as soon as possible for a matter of public safety.

MOTION carried by Unanimous Roll Call Vote (8-0).

OTHER COMMENTS/CITIZENS COMMENTS

None

ADJOURNMENT

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

MOTION carried by Unanimous Voice Vote (8-0).

Respectfully submitted,

Mary Tremblay, Borough Secretary