

**COUNCIL MEETING
Minutes of August 10, 2011**

CALL TO ORDER

President Cindric called to order the Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute lead by Mrs. Viola. ROLL CALL, by Mrs. Tremblay, recorded seven (7) members of Council present as follows: Mr. Donovan, Mr. Pellegrino, Mr. Phillips, Mr. Stewart, Mrs. Viola, Ms. Weitzel, and Mr. Cindric (*Absent: Johnston*). Also present were Mayor Bloom, Manager Callen, Engineer Minsterman and Solicitor Ayoob.

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*Stewart/Viola*), to approve the August 10, 2011 List of Bills.

MOTION carried by Unanimous Roll Call Vote (7-0).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*Phillips/Stewart*) to approve the July 27, 2011 Meeting Minutes.

MOTION carried by Unanimous Voice Vote (7-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL

None

RESIGNATION ACCEPTANCE

MOTION: It was regularly moved and seconded to accept the resignation of Taylor Grapes, First Ward Council Person, effective July 27, 2011, following the meeting of Crafton Borough Council. MOTION carried by Six Yes, One No (*Donovan*) Voice Vote (6-1).

FIRST WARD COUNCIL SEAT/NOMINATIONS

Motion was made and seconded to Open the Floor to Nominations; Chair recognizing Vice President Viola for a nomination. Mrs. Viola nominated Charlene Krenke. Chair recognized the President Pro Tem, Thomas Pellegrino, for a nomination. Mr. Pellegrino nominated Susan O'Connell. No other nominations made by the Members of Council. Motion was made and seconded to Close nominations.

MOTION: It was regularly moved and seconded to appoint Charlene Krenke to the vacant First Ward Council Seat. **COMMENTS:** Mrs. Krenke was present and answered any inquiries of Council. MOTION failed by a Three yes, Four No (*Pellegrino, Phillips, Stewart, Weitzel*) Roll Call Vote (3-4).

MOTION: It was regularly moved and seconded to appoint Susan O'Connell to the vacant First Ward Council seat. **COMMENTS:** Mr. Donovan inquired if Mr. Pellegrino should recuse himself from voting on the appointment since Ms. O'Connell is his wife. Solicitor Daley stated that there is no conflict of interest and no financial gain, and therefore, would not require a recusal. MOTION carried by Unanimous Roll Call Vote (7-0).

President Cindric noted that both Ms. O'Connell and Mr. Stewart serve on the Civil Service Commission; and the Borough Code only permits one seated Councilmember, at a time, to serve on the Commission. Ms. O'Connell offered her resignation from the Civil Service Commission.

MOTION: It was regularly moved and seconded to accept the resignation of Susan O'Connell from the Crafton Borough Civil Service Commission, effective immediately. MOTION carried by Unanimous Voice Vote (7-0).

MOTION: It was regularly moved and seconded to adopt Resolution No. 2011-04 and thereby appoint Susan O'Connell as Council Person for the First Ward of the Borough of Crafton, for the remaining term that shall expire on January 3, 2012. **COMMENTS:** President Cindric noted that this term would not expire on December 31, 2011 as this seat would not be filled by election by that date, but by the first legal date in January, which would be January 3rd.

MOTION carried by Unanimous Voice Vote (7-0).

OATH OF OFFICE

Ms. O'Connell was sworn in by Mayor Bloom; and took a seat on Borough Council immediately thereafter.

ENGINEER'S REPORT

Engineer Minsterman reported that a Motion is on the Agenda to approve a payment to State Pipe for the Sewer Lining Project. He reported that a Strerrett Street resident complained of a sewer backup. The line was televised and was clean; also, no other residences were experiencing a backup. When televising in the future, they will check for any structural damage further downstream. He reported that the Station Street Wall project was completed and they were awaiting the final payment request from the contractor. He also noted that they are working with Public Works trying to locate sewer lines that are below several garages on North Emily and Johnston Streets. Mr. Phillips asked the Engineer for an explanation on the Motion for a Change Order on the Bridge Repair Contract. Engineer Minsterman noted that Gateway is not the Engineer for this project, however, when the contract quantities exceed the estimate used for the bid, a change order can be requested using the bid or unit price. In this case, the amount of spalding, the depth and increased number of repair areas, increased the cubic yards of concrete by an additional 15.25 CY, and the contractor, Thornbury, has submitted a Change Order for \$6,100. Manager Callen noted that, in some instances, other items can be removed from the contract, by the contractor, to offset the increased cost; such as some bridge painting. At the request of Ms. Weitzel, Engineer Minsterman summarized the roles and duties of the project engineers and inspectors. Manager Callen noted that he reviewed the work with the contractor, the supervising engineer and the engineer's inspector, as a check and balance, to warrant the change order request.

Mr. Cindric asked the Engineer to report on the Consent Order Mid-Year Progress Report. Engineer Minsterman noted that the tasks should have been completed at 100% and a final report submitted, however, due to ongoing televising and discovery of obstructions and necessary repairs that need completed before televising can continue, we are only 91.4% complete. The DEP and Health Dept. have been made aware of this, in a supplement to the Progress Reports, noting the status, which is acceptable to them. We are not the only community experiencing these issues and delays.

Mr. Cindric inquired on the status of the sewer lining project, referring to a Motion on the Agenda to approve a payment to State Pipe. Engineer Minsterman reported that it is nearing completion and the next payment request will most likely be the final payment.

SOLICITOR'S REPORT

Solicitor Daley reported on the status of property reassessment in Allegheny County; noting an upcoming solicitors meeting which Solicitor Ayoob requested to attend on behalf of Crafton. Ms. O'Connell noted that this is a regularly scheduled solicitor's meeting, and she inquired if he regularly attends these monthly meetings at no cost to the Borough, or is he requesting specific approval to attend on Crafton's behalf with a cost to the borough for his attendance? Solicitor Daley did not know, but would speak to Solicitor Ayoob and get back to President Cindric. Since the solicitor meeting would be before the next Council meeting, Mr. Cindric said he would await a response from the solicitor and discuss it with Vice President Viola. He noted that it would be to the benefit of the borough and, if need be, authorize his attendance, even if it is determined that it would be at a cost to the borough,. It was noted that Solicitor Ayoob also represents Brentwood Borough, and perhaps any cost involved in his attendance would be split between the two municipalities.

Concerns were raised on delayed assessments for 2012 by the County - as late as April of 2012, a need for delayed tax billings/due dates, need to re-open the budget to reset millage rates based upon new certified values, need to obtain a TRAN (Tax Revenue Anticipation Note) because of assessment changes/tax billing and collection delays, and considering a possible EIT revenue shortfall with the implementation of Act 32 in 2012.

MANAGER'S REPORT

Manager Callen referred Council to his written report (copy attached to the minutes). Mr. Cindric reported an error in the Signal Item, reporting that Crafton was looking to purchase a new vactor. He noted that it was the CharWest COG that is looking to purchase a new vactor. As per the fire siren; it was noted that this signal is in addition to individual paging notification to the fire dept. members. Mr. Cindric noted that the dump site at Brett Street (City of Pittsburgh) across from Hall Avenue was cited by the County Health Department. He also reported that some partitions were donated by Coletta Perry and the Administrative Committee should look to see where in the borough facilities/offices, they may have some use. Mayor Bloom noted that the diesel fuel should be ultra low sulfur; Mr. Stewart inquired on existing and proposed security at the Public Works facility, especially with the installation of a diesel fuel tank. It was noted that perhaps a larger tank should be considered; Mr. Phillips suggested 500 gal. tank be considered. Mr. Cindric noted that information on the Tobacco Free Allegheny was provided to Council for consideration. He also noted that the solicitor provided language regarding weapons/definitions for Councils consideration. Mr. Cindric noted that there was criticism directed at him on a blog regarding the discussions held previously regarding the weapons in the park/ordinance issue.

UNFINISHED BUSINESS and NEW DISCUSSION ITEMS:

a. **Administration** – Mr. Cindric requested that Ms. O'Connell replace Taylor Grapes on the various committees; requesting that she chair the Administrative Committee. Also, accept appointment as the representative to the REMS Board, and the Manager notify Director Nemic at REMS and advise him. Ms. O'Connell accepted these assignments.

b. **Finance** – Ms. Weitzel set the dates for the 2012 Budget Meetings; commencing on Tuesday, Sept. 20th, and every Tuesday thereafter, with the exception of Election Day (11/8) and the Tuesday before Thanksgiving; and continuing until Dec. 13th, if necessary.

c. **Public Safety** – It was noted a Motion will be considered at the next meeting of Council giving permanent employment status to Officer Mollo, and also Officer Laepple in September. Evaluations are available for review by Council in the Secretary's office.

d. **Parks/Recreation** – Mr. Pellegrino reported that Gateway has withdrawn from the process, regarding the DCNR/Parks-Rec Plan, however, a resident employed by Gateway is being recommended for appointment to the Committee.

e. **Public Works** – Mr. Phillips reported on the various activities of the Public Works crews. He noted that a Public Works Committee meeting is scheduled for August 17th, at 7:15pm. Mr. Cindric inquired on the status of public information being available on recycling in the newsletters, etc. to meet the DEP grant requirements (chipper grant).

BUSINESS AGENDA

ADMINISTRATION

MOTION: It was regularly moved and seconded to contract with Applied Energy Management to install and complete the Lighting and Programmable Thermostat Retrofit items as identified in its Energy Audit for the Crafton Borough Building, as operated by Allegheny County Department of Development, at a cost to Crafton Borough of \$3,107.25.

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

MOTION: It was regularly moved and seconded to hire Susan Grills as a substitute School Crossing Guard. **COMMENTS:** Mr. Cindric noted that the crossing guards have not received a pay increase in over three years; ½ of the cost is reimbursed back to the borough by the School District. He recommended that Council consider a slight increase in the hourly wage for the crossing guards, perhaps rounding to the next whole dollar amount, which may encourage applicants for this position, and to notify the school district.

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

MOTION: It was regularly moved and seconded to amend the Fire Service Agreement with Thornburg Borough; that the annual CPI adjustment could be an increase or decrease, and shall not exceed 3% for 2012 and subsequent years thereafter. **COMMENTS:** Thornburg has agreed to the increase amount but noted, and initialed a change in the agreement that a CPI adjustment to decrease the amount based on the CPI also be an option.

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

ORDINANCE/PLANNING

~~**MOTION:** I move to authorize the advertisement for a Public Hearing to be held on Wednesday, September 14, 2011, on an Amendment to Section 225-118 of the Crafton Borough Zoning Ordinance, Storage. *No Action Taken; pending Allegheny County response and comments.*~~

MOTION: It was regularly moved and seconded to adopt Ordinance No. 1603, an Ordinance of the Borough of Crafton, amending Chapter 214 of the Crafton Borough code of Ordinances; Vehicles and Traffic, Chapters 214-38, Parking Time Limited in Certain Locations, Certain Days and Hours, and Deleting, in its entirety, Chapter 214-42, Residential Permit Parking. **COMMENTS:** It was noted that the number and title would remain in the ordinance to reserve this option for future consideration.

MOTION carried by a Seven Yes, One No (Cindric) Roll Call Vote (7-1).

~~**MOTION:** I move to adopt Ordinance No. 1604, an Ordinance of the Borough of Crafton, amending Chapter 1, General Provisions, Chapter 90, Code Enforcement, Chapter 94, Curfew, Chapter 193, Streets and Sidewalks, and Article X, Chapter 214-91, of the Crafton Borough Code of Ordinances. *No Action Taken; pending Ordinance preparation; action to be taken at the next meeting of Council (8/24/11).*~~

~~**MOTION:** I move to adopt Ordinance No. 1605, an Ordinance of the Borough of Crafton, amending Chapter 225 Zoning, Sections 225-12, 225-107 through 225-114, 225-18T 2, 225-118KK, 225-122 and 225-128, of the Crafton Borough Code of Ordinances. *No Action Taken; pending Ordinance preparation; action to be taken at the next meeting of Council (8/24/11).*~~

PUBLIC WORKS

MOTION: It was regularly moved and seconded to approve the rock salt contract with Cargil, Inc. in accordance with the SHACOG Joint Purchasing bid award, at a price of \$55.83 per ton through the initial term ending on June 30, 2012, with an option to renew the contract for a period of up to three (3) additional option years, and authorize the proper borough official to execute the required documents. **COMMENTS:** This is approx. a \$4. increase from the 2010 price.

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

MOTION: It was regularly moved and seconded to approve Payment Application No. 4 to State Pipe Services in the amount of \$20,960.77 for work completed under the current sanitary sewer lining project, as recommended by Gateway Engineers.

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

MOTION: It was regularly moved and seconded to approve Payment Application No. 2 to Thornbury, Inc. in the amount of \$120,757.50 for work completed on Black's Bridge Rehabilitation project, in accordance with the Engineer's recommendation.

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

MOTION: It was regularly moved and seconded to approve Change Order #1 with Thornbury, Inc. on the Black's Bridge Rehabilitation project in the estimated amount of \$6,100. to correct unanticipated spalling spread and additional concrete work, as recommended by HDR Engineering.

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

PARKS AND RECREATION

MOTION: It was regularly moved and seconded to appoint Aaron Richardson, a Crafton resident, to serve on the Comprehensive Recreation Development Plan Steering Committee under the Chair of Susan O'Connell.

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

MOTION ADDED:

MOTION: It was regularly moved and seconded to enter into a "rent to buy" option with Knickerbocker for the purchase of one new cement mixer, at a cost not to exceed \$2,550, with the understanding that all monthly rental payments made on the mixer shall be applied to the balance.

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

OTHER COMMENTS/CITIZEN COMMENTS

Mrs. O'Connell noted that there is a Civil Service Commission meeting scheduled for Monday, Aug. 22nd, and the Commission is reviewing amendments and revisions for their Rules and Regulations. Copies can be available for Councils review, and eventually, the final draft will need to be approved by Council. She also noted that proposals from consulting firms will be reviewed by the Recreation Committee and interviews scheduled; if Council has any questions on this process to contact her.

Mr. Stewart expressed his desire to re-instate the Council salary, if only to reimburse members for expenses such as printing, copying, etc and their time. Mr. Cindric noted that there are certain restrictions on sitting council members voting an increase for themselves; but it may be voted on by new council members. Mr. Stewart said it was a minimal amount; approx. \$150. a month, and to research this for consideration during the budget talks.

Charlene Krenke, Clearview Avenue – Expressed concerns for the crosswalk placement and traffic signals at the CVS on Steuben Street, when making the left turn from West Crafton Avenue. It was noted that the signaling is proper and designed by engineers to meet PennDot specs; that it is motorist violations; stopping/blocking the intersections that is the problem, and they should be ticketed.

ADJOURNMENT

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

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

Respectfully submitted,
Mary Tremblay, Borough Secretary

MANAGER'S REPORT—August 10, 2011

1. Public Works

a) Black's Bridge Reconstruction

Thornbury, Inc. began reconstruction on June 20, 2011. Improvements continue. I am in contact with Carlynton SD to discuss sidewalk access and alternate transportation planning during final phase of improvements. By August 19 we'll know for sure if one sidewalk will be open in time for Carfton Elementary start of school. Thornburg indicated that it planned to do so, subject to good weather and no unforeseen difficulties. Additionally, one lane of traffic may be open by mid September.

c) ALCOSAN Customer Municipality Advisory Committee Meeting

Crafton is a member of this CMAC and I attended its August 2, 2011 meeting at ALCOSAN. Additionally, I am arranging a meeting between ALCOSAN Capital Improvements Manager and Council on October 12, 2011 to review plans.

d) Borough Facility

Air Conditioners for Community Center and this space are planned for replacement; meeting w/P.E.s to determine best alternatives and spec development. Met today w/architect re: roof repairs. Some patch work will be conducted by PW in needed areas prior to winter. Council will need to plan for full roof replacement in near future.

e) Public Works

- Oak Alley sewer work and Paving; ran into gas lines not properly marked thereby delaying project by 2 weeks.
- CWCOG Vactor will be in Crafton for the week of August 22.
- Cement Mixer; we are renting a cement-mixer from Knickerbocker Russell at \$720/month. PW anticipates it needs 2 more months for usage. The cost to 'purchase' such a mixer is \$2,530. With Council's approval, we can enter into a 'rent-to-purchase' agreement w/Kinckerbocker Russell, the past \$720 payment applied and w/2 more months, we can essentially 'own' the mixer for an additional \$370 and have available for other PW projects now and in future.
- We are soliciting bids for the purchase of 250 gallons of low sulfur, on-road diesel fuel and above ground tank for our PW garage area.
- Allegheny County Health Department will dispatch teams throughout the county to disseminate vaccine-containing bait to

ward off rabies in raccoons. Bait will be placed in catchbasins, ditches or other raccoon habitat areas. Baiting will be done by hand, and where appropriate, via plane or helicopter in August and September. Note, this is countywide, not just Crafton.

f) Fire Siren

- Fire siren on municipal building is malfunctioning and needs repaired/replaced. We are getting estimates for Council consideration. In the meantime volunteer firefighters are contacted via pager in the event of an emergency call.

f) Grant Application

Pennsylvania Department of Environmental protection (DEP) is accepting grant applications through August 26, 2011 for its Growing Greener initiative. We believe Clearview Drainage project may be candidate. Grants require a minimum of 15% local match. Crafton could earmark funds from its sewer fund to match any state assistance that may be awarded. If funded, such would not consummate until spring of 2012 at the earliest. I am working with Gateway Engineers to assist us in the engineering and fine detail. Today, 8/10, Rick Ministermen and I met with a PaDEP rep to discuss this project and showed him the site.

2. Recreation

a) Recreation Comprehensive Development Plan

On Monday, August 8, 2011 we received 8 proposals from consultant firms. Each Study Committee member has a set to review for its meeting on August 17 to discuss and determine which firms to interview on August 23 with a hopeful recommendation to Council by August 24.

b) Pool

By the end of this month I plan a meeting with Pool Manager, Concession Stand supervisor and PW Foreman to review this past 'Pool-Park' season and determine what improvements and policies need to be studied over the winter/spring months for next season implementation.

c) Tobacco Free Allegheny

This group is launching an initiative titled "Young Lungs At Play" advocating the prohibition of smoking in public parks, playgrounds. Attached is information on pages 8-12. This will be discussed at a future Council meeting.

d) Ordinance Changes

a. Zoning Code proposed changes: July 27, 2011

- Zoning Code amendments from July 27, 2011 Public Hearing. Zoning Ordinance will need to be prepared and presented to Council at a future meeting for adoption. Detail/content not yet transcribed in Ordinance-format.
- General Ordinance recommended changes as authorized at May 25, 2011 Council mtg. Ordinance-format and content will be prepared in time for Council consideration at its August 24, 2011 meeting.
- Proposed Zoning Ordinance on Storage Units: A change to regulate 'Storage Units' presented at July 18, 2011 Crafton Planning Commission mtg., and recommended for further consideration. This new Zoning inclusion language will be sent to Allegheny County Planning Department, advertised for Public Hearing **after** we receive feedback from the County.