

COUNCIL MEETING
Minutes of August 24, 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 Ms. O'Connell. ROLL CALL, by Mrs. Tremblay, recorded nine (8) members of Council present as follows: Mr. Donovan, Mr. Johnston, Ms. O'Connell, Mr. Pellegrino, Mr. Phillips, Mr. Stewart, Ms. Weitzel and Mr. Cindric – Also present were Ms. Grondziowski (Jr. Council) and Solicitor Ayoob. (*Absent: Mrs. Viola, Mayor Bloom; also, Engineer not present*)

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*Donovan/Johnson*) to approve the August 24, 2011 List of Bills.

MOTION carried by Unanimous Roll Call Vote (8-0), with exception noted (*Donovan -- Item #413*).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*Stewart/Phillips*) to approve the meeting Minutes of August 10, 2011. Correction to note that certain motions were removed from the Agenda, but no action was taken to table or withdrawn the motions, as indicated.

MOTION carried by a Seven Yes, One Abstention Voice Vote (*7-0, 1 Abstention-Johnston*).

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Tom Gerlowski, 23 Lincoln – Reported that the ADA sidewalk ramp installed several years ago at Lincoln and Dakota, has deteriorated; but the other locations done at the same time are fine. This was previously reported to the borough manager and was to be inspected, contractor follow-up, and repaired. At this date, nothing has been done. It was noted that Manager Callen will look into this matter with Public Works; also, that this would have been a CDBG project through the CharWest COG.

RECEIPT OF WRITTEN REPORTS (May 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 (*Johnstons/Stewart*) to accept the Reports carried by Unanimous Voice Vote (8-0).

SOLICITOR'S REPORT

Solicitor Ayoob noted that, previously, he had provided definitions/description for Weapons, that Council can consider when amending the borough ordinances, rather than specifically stating guns, since possession of a firearm is regulated under the PA Crimes Codes it cannot be regulated by Borough Ordinance.

ENGINEER'S REPORT

None (*See Manager's Report*)

MAYOR'S REPORT

(Not present)

MANAGER'S REPORT

Manager's written report attached. It was noted that perhaps the bridge contractor could open one lane during the day, with alternating lane traffic and flagmen in place. It was decided that this would cause traffic backup during school hours and confusion at other times – consensus was to keep the bridge closed until project is complete, as it may cause more of an inconvenience than a convenience. Mr. Johnston questioned the amount of Public Works time and cost incurred thus far for the Oak Alley project; and is it cost effective for Public Works vs. a private contractor. Manager Callen would review this and report back to Council. Mr. Stewart inquired on resident contact with the Shade Tree Commission; this should be done via the borough office and not directly to any Commission member. Mr. Cindric commented on the drastic emergency trimming, by Duquesne Light, of certain trees along West Steuben Street; and he also noted that all new trees planted by the Borough are Service Berry, which are less invasive to wires. Mrs. Tremblay noted that before any resident can plant or remove a tree in the tree lawn/right-of-way, application must be made to and approved by the Shade Tree Commission; applications are available on-line on the Borough's website. Manager Callen reported that he is reviewing Flood Plain Management and Ordinances and will attend one of the FEMA public work shop meetings scheduled for Sept. 6th and Sept. 7th.

PRESIDENT'S REPORT

President Cindric reported that an Executive Session of Council was held prior to the meeting to discuss personnel matters. He also inquired on the Civil Service Commission vacancy; noting that two Letters of Interest were received. Ms. O'Connell noted that the Borough Code does require filling the vacancy within 30 days of vacancy, and to wait until the next regular Council meeting would be after the 30 day period. Mr. Stewart motioned that Council act at this time on the two candidates. **MOTION:** It was regularly moved and seconded (*Stewart/O'Connell*) to appoint Maria Witt-Carnahan to the Crafton Civil Service Commission for the unexpired term of Susan O'Connell, expiring July 1, 2016. **MOTION** carried by a Seven Yes, One No (*Donovan*) Roll Call Vote (7-1).

UNFINISHED BUSINESS and NEW DISCUSSION ITEMS

- a. **Administration** – Ms. O'Connell reported that she met with the Administrative Staff; looking to stream line things in the office. Mr. Cindric asked that Ms. O'Connell check in with REMS and report on the REMS board meetings.
- b. **Finance** – Ms. Weitzel reported that the first 2012 Budget Meeting is scheduled for Tuesday, Sept. 20th at 6:30, and to continue every Tuesday evening thereafter, except Election day and the Tuesday before Thanksgiving. Mr. Cindric noted that Ms. Weitzel is reviewing all current contracts with the Borough Manager. It was also noted that any department budget input should be provided to the Borough Manager.
- c. **Public Safety** – Mr. Stewart noted that he has heard positive comments on the Police Dept's Bike Patrol.
- d. **Ordinance/Planning/Insurance/Pension** – Mr. Johnston noted that the next meeting of the Ordinance Committee is Sept. 21st, and will review the Weapons language for the ordinances. The Solicitor reported that the two motions on the Agenda can be adopted if amended to include that the proposed ordinance(s) are subject to final language changes by the Solicitor.

- e. **Parks/Recreation** – Mr. Pellegrino noted that he and Ms. O’Connell will meet with Rege Patton and Pool Management, and will review some of the Rec Study plans with them. The Tobacco Free Policy information was provided for Council’s consideration. Manager Callen will request that a representative from the Tobacco Free Allegheny attend the September 14th Council Meeting and provide a brief presentation. Mr. Pellegrino also noted that the request to move the bleachers for the Little Cougar football games was denied due to the wear and tear and damages caused to the bleachers when moved. It was noted that the first of the interviews for the Recreation Plan was held and well attended by the Committee; next interviews are scheduled for August 30th. Consultant Wayne Wade, who was involved in the original pool renovations in the early 90’s, commented on how well maintained the Crafton pool is.
- f. **Public Works** – Mr. Phillips reiterated comments on the bridge work and Oak Alley project. He inquired on the status of posting the 4hr. parking signs on East Crafton Avenue, per the recently adopted ordinance change. Manager Callen reported that the 4 hr. language change on the signs is still in progress and should be completed and installed soon. Mr. Phillips also noted problems with vehicles parking within crosswalks, inquiring if this is prohibited by the Motor Vehicle Code or does it require a posted sign or yellow curb line.

BUSINESS AGENDA

PARKS/RECREATION

MOTION: It was regularly moved and seconded (*Stewart/Weitzel*) to approve the Lease Agreement by and Between the Borough of Crafton and Carlynton School District, to allow the Carlynton High School Student Government Association to use the mini golf course for their fundraising project during the month of October 2011.

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

ORDINANCE/PLANNING

MOTION: It was regularly moved and seconded (*Johnston/Stewart*) to authorize the advertisement of an ordinance to amend Chapter 90 - Code Enforcement of the Borough Code of Ordinances, Sections 90-10 and 90-11.

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

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) 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, subject to final language changes by the Solicitor.

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

MOTION: It was regularly moved and seconded (*Johnston/Pellegrino*) 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, subject to final language changes by the Solicitor.

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

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (*Phillips/Stewart*) to appoint Nicholas Mollo 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 Mollo was hired as probationary officer on August 16, 2010.

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

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Stewart/Phillips*) to accept the low bid for the diesel fuel and fuel tank, submitted by Glassmere Fuel at the bid price of \$3.4939 per gallon, delivered.

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

ROAD FUND

MOTION: It was regularly moved and seconded (*Phillips/Stewart*) to authorize the payment of Gary Metzinger Cement Contractor the sum of \$3,360.85 as recommended by Gateway Engineers for construction satisfactorily completed for the Station Street Retaining Wall project to be paid for from the Road Tax Fund; subject to confirmation by Gateway Engineers that all items have been satisfactorily completed for this payment.

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

ADJOURNMENT

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

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

Respectfully submitted,
Mary Tremblay, Borough Secretary

MANAGER'S REPORT—August 24, 2011

1. Public Works

a) Black's Bridge Reconstruction

Thornbury, Inc. began reconstruction on June 20, 2011. Improvements continue. Bridge Sidewalk on school side will be open for students Thursday, August 25. Caution is the operative word. Sidewalk will remain open until bridge is completed.

d) Borough Facility

Air Conditioners for Community Center and this space are planned for replacement; received some specs; working w/architect to develop bid package.

e) Public Works

- Oak Alley sewer work and Paving; ran into gas lines not properly marked thereby delaying project by 2 weeks.
- CWCOG Vactor is in Crafton for th1s week of August 22.
- Bid received for the purchase of 250 gallons of low sulfur, on-road diesel fuel and above ground tank for our PW garage area. Bid from Glassmere Fuel at \$3.4939/gallon delivered and tank with 115V Electric pump provided free.

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) Growing Greener Grant Application

Pennsylvania Department of Environmental protection (DEP) is accepting grant applications through August 26, 2011 for its Growing Greener initiative. Narrative developed; developing budget w/Gateway for 8/26 submittal. Essentially to correct storm water drainage from high side of Clearview to Clearview Trail area.

g) Station Street Wall

This is next to final payment request of \$3,360.85 with a retainage of 5% on satisfactory review and inspection of punch list completion.

2. Recreation

a) Recreation Comprehensive Development Plan

Study Committee interviewed 2 of 4 firms selected on August 23 with remaining 2 to be interviewed on August 30 and September 6 with anticipated recommendation to Council on September 14.

b) Pool

Will meet with Pool Manager and Public Works Foreman on year end report of pool/park on August 30 at 10am. Met w/Concessions Stand Manager today on needs for Concession issues for next year.

Pool will remain open on Weekdays from 4pm-⁷pm subject to lifeguards' availability; and, weather permitting, will be open the next 2 weekends through Labor Day.

3. Ordinance Changes

a) Zoning Code proposed changes: July 27, 2011

- Zoning Code amendments from July 27, 2011 Public Hearing, Ordinance 1605 prepared and submitted to Solicitor and Ordinance Chair for review.
- General Ordinance: Ordinance 1604 prepared and submitted to Solicitor and Ordinance Chair for review.
- 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 proposed ordinance under review by Solicitor, then followed by sending to Allegheny County Planning Department, advertised for Public Hearing **after** we receive feedback from the County.

4. Shade Tree Commission

- a) Tree Application via TreeVitalize. Commission applying for 25 trees to be planted on residential streets and 4 trees for the Park. Meeting with Jeffrey Bergman, TreeVitalize director on Tuesday, August 30 at 2pm.
- b) Commission ordered 12 Sycamore trees and 11 Maple Trees for Sept/Oct delivery.