

COUNCIL MEETING
Minutes of September 14, 2011

CALL TO ORDER

President Cindric called to order the Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mrs. Viola. ROLL CALL, by Mrs. Keeley, recorded (8) members of Council present as follows: Mr. Donovan, Mr. Johnston, Ms. O'Connell, Mr. Pellegrino, Mr. Phillips, Mrs. Viola, Ms. Weitzel and Mr. Cindric. (*Absent: Mr. Stewart*). Also present were Mayor Bloom, Manager Callen, Engineer Minsterman and Solicitor Daley.

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (Johnston/Phillips), to approve the September 14, 2011 List of Bills.

MOTION carried by Unanimous Roll Call Vote (8-0) with exceptions noted by Mr. Donovan line item 413 and Ms. O'Connell and Ms. Weitzel line item 404.32

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Sherry Brooks from Tobacco Free Allegheny did a presentation for Council. Council was advised that Tobacco Free Allegheny would supply any signs they needed free of charge if Crafton Borough passes either an ordinance or resolution to make our parks tobacco free. Information handouts were given out to each member of Council for consideration. Discussion regarding information on the signs and how the resolutions or ordinances would be worded.

ENGINEER'S REPORT

Engineer Minsterman reported sewer repairs are almost completed. They are working on the sink hole on Grandview Avenue and have televised the sewers on 91 Sterrett and Grandview Avenue to determine the problems. The televising will be reviewed to evaluate both situations and make recommendations. Mr.

Cindric asked about the concrete patching on Sterrett Street and was informed that they are working on this looking both at deterioration over time with relation to the patches and total replacement.

SOLICITOR'S REPORT

Solicitor Daley advised Council he had received from the Borough Manager Certificates of Title for Crafton Park and the Parklets and the consultant agreement. These will be reviewed just to confirm ownership of the properties in question then Mr. Ayooob will be able to sign off on same.

MANAGER'S REPORT

Manager Callen referred Council to his written report (copy attached to the minutes). Mrs. Viola asked where the new trees would be planted. Mr. Callen said this was discussed earlier at the Shade Tree Commission meeting. Mrs. Judith Kueshner, of the Shade Tree Commission advised that Bell Avenue, Station Street and Walnut Street were all on the list for trees. The trees should be delivered by October 15, 2011. Mr. Cindric asked if letters were sent to the residents asking for permission to plant the trees on their property or between the curb and sidewalk section. Mrs. Viola asked if the home owner has the right to refuse and Mr. Cindric answered that they did have that right. Mr. Callen was asked about the diesel tank. Mr. Callen said he had spoken to Glassmere about the data and once that is received then we would be able to order for them to come and install the tank. Mr. Cindric asked about the asphalt roller. Arrangements have been made with the Quaker Valley COG to rent theirs out at \$160.00 a day or \$640.00 a week until our new roller comes in. Ms. Weitzel asked if the contracts would be in order for the Budget Meeting on September 20th. Mr. Callen advised that the list will be ready for the Budget Meeting.

UNFINSHIED BUSINESS and NEW DISCUSSION ITEMS:

a. Administration--Ms. O'Connell advised that she is continuing to meet with the Borough Administrative Staff. There will be another meeting next week going through office processes. Ms. O'Connell advised that she would be attending the REMS meeting next Monday. Mr. Cindric questioned if any progress was made on the employee handbook. Ms. O'Connell stated she was looking at what information and policies are in place at present.

b. Finance--Ms. Weitzel stated that budget meetings start next week on Tuesday, September 20, 2011 at 7:00 PM. Budget meetings will be held every Tuesday until December 13, 2011 with the exception of Thanksgiving week and Election Day.

c. Public Safety--Mrs. Viola spoke on the replacement of damaged fire hoses that were being paid for by the insurance company with the Borough paying only the deductible. Mrs. Keeley advised that the hoses had been ordered.

d. Ordinance/Planning Insurance/Pension--Mr. Johnston stated that the Ordinance Committee will be meeting next week on Wednesday, September 21, 2011 to discuss sample ordinances for the Smoke Free Tobacco. Also, there will be a meeting with regard to the Employee pensions next Friday, September 23, 2011 at 11:30 AM.

e. Parks/Recreation--Mr. Pellegrino spoke regarding letters from the Carlynton Band Parents requesting permission to have a movie night and bon fire in the park and the Girl Scouts requested permission to have their annual bon fire on October 22, 2011 at 6:30 to 9:00 PM. Mr. Pellegrino requested Mr. Cindric to instruct the Borough Manager to send letters granting permission. No objections were voiced and Mr. Cindric instructed the Manager to send the letters. Mr. Pellegrino and Ms. O'Connell spoke on the appointment of Environmental Planning and Design to conduct the Crafton Comprehensive Recreation Development Plan and Pool Feasibility Study and answered questions on the Redevelopment Plan. Ms. O'Connell was questioned by Mr. Donovan as to why we could not use the old Feasibility Study done several years

ago. Ms. O'Connell explained that the DCNR would not permit them to apply for grants unless they had an updated Study. Mr. Pelegrino suggested that maybe when the next Council was formed that a Grants Committee be formed to search out grants that can be applied for by the Borough.

f. Public Works--Mr. Phillips stated that he had nothing to add as the Borough Manager's report covered everything. Mr. Cindric stated he had a request from a resident regarding spent asphalt if they could buy hot asphalt from the Borough to patch their driveway. After meeting with the Vice President and the Manager this was not possible as we use all of our asphalt. Mr. Cindric also stated that the Borough had received re-imbusement from the state for the chipper.

BUSINESS AGENDA

ORDINANCE/PLANNING

MOTION: It was regularly moved and seconded (Johnston/Pellegrino) to adopt Ordinance No. 1606, amending Chapter 90-Code Enforcement of the Borough Code of Ordinances, Section 90-10 and 90-11, by removing all references to the 2003 edition of the International Property Maintenance Code, and replacing same with "as amended from time to time".

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

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (Viola/Donovan) to appoint Gregory Laepple 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 office. Officer Laepple was hired as probationary officer on September 15, 2010.

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

MOTION: It was regularly move and seconded (Johnston/Phillips) to replace the existing garage opener system for the Police Department at an estimated cost of \$1,587.00 as submitted by Citywide Garage Door Company.

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

PARKS/RECREATION

MOTION: It was regularly moved and seconded (O'Connell/Pellegrino) to appoint Environmental Planning and Design at a cost not to exceed \$70,000.00 to conduct the Crafton Comprehensive Recreation Plan and Pool Feasibility Study.

COMMENTS: Question by Mrs. Viola regarding the \$35,00.00 the Borough will pay as to whether it is in this years budget or next years budget. Mr. Callen answered that this amount will be spread over two years, \$17, 500.00 this year and the rest next year.

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

PUBLIC WORKS

MOTION: It was regularly moved and seconded (Phillips/Donovan) to adopt Resolution No. 2011-05, authorizing the Borough of Crafton to submit a funding application in the amount of \$250,000.00 to the Redevelopment Authority of Allegheny County from its Community Infrastructure and Tourism Fund for Crafton sewer repairs.

COMMENTS: Mr. Cindric stated this is the third time we have applied for this funding.

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

MOTION: It was regularly moved and seconded (Johnston/Phillips) to authorize payment request #3 to Thornbury, Inc. in the amount of \$105,162.90, as recommended by Gateway Engineers for repair work satisfactorily completed between July 30, 2011 and August 31, 2011 for the Blacks Bridge Rehabilitation Project.

MOTION carried by Unanimous Roll Call Vote (8-0) with Conditions noted by Mr. Donovan.

PARKS/RECREATION

MOTION: It was regularly moved and seconded (Weitzel/Johnston) to appoint Susan Kozy to the Recreation Board as the Representative for the Crafton Crocodiles Swim Team through the end of this term.

COMMENTS: Mr. Cindric read Ms. Kozy's letter of request.

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

OTHER COMMENTS/CITIZENS COMMENTS

Mr. Cindric stated he had passed around a notice from the COG regarding Computer Services Manager to be discussed at their meeting on Thursday. Ms. Weitzel announced that Crafton resident, David Roussos, was newly appointed to the Carlynton School Board. Mayor Bloom spoke on a request from a neighbor regarding interest in a community vegetable garden. Mayor Bloom has spoken with Mary Luxbacker and will pass the information and request on to her. A possible site mentioned was the vacant lot of the old Second Ward School on Parke Street.

ADJOURNMENT

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

MOTION carried by Unanimous Voice Vote (8-0)

Respectfully submitted,

A handwritten signature in cursive script that reads "Patricia A. Keeley". The signature is written in black ink and is positioned above the printed name and title.

Patricia A. Keeley

Assistant Secretary

MANAGER'S REPORT—September 14, 2011

1. Public Works

a) Black's Bridge Reconstruction

Thornbury, Inc. began reconstruction on June 20, 2011. Improvements continue. Bridge Sidewalk on school side is open for students. Bridge deck will not be open for vehicular traffic until bridge work is completed, anticipated around Thanksgiving if not sooner.

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 Paving; equipment problems prevented project from starting until this week.
- The summer youth were a great help to our regulars, allowing them to handle the more detailed work, vacations. We are now back to our 7-person crew.

f) Fire Siren

- Fire siren on municipal building has malfunctioning and needs repaired/replaced. To replace the siren would cost @ \$17k; to repair w/new hard brushes, rewire motor and to install proper wiring & some labor by borough crew, cost estimate will be @ \$4,000.

g) Growing Greener Grant Application

Pennsylvania Department of Environmental Protection (DEP) grant application submitted on August 26, 2011 for Phase I of design and construction for Clearview Avenue storm water drainage correction. If approved the \$388,314 Phase I cost anticipates \$298,704 DEP grant matched with \$89,610 Crafton funds.

h) FEMA Floodplain Maps & Ordinance

Attended a FEMA meeting on September 7 at the western PA Conservancy offices to hear a presentation on updating Floodplain Maps and Ordinance. Crafton's latest Ordinance was submitted plus contact info was provided to FEMA as required. There will be follow up meetings/hearings in near future.

2. Recreation

a) Recreation Comprehensive Development Plan

Study Committee interviewed 4 professional consulting firms between August 23 and September 6, 2011, selecting 1 firm to work with the Study Committee toward the eventual development of a Comprehensive Recreation Development Study and pool Feasibility Analysis. The Recreation Chair will cover this in his report. Four (4) finalists with proposal cost attached to this report.

b) Pool

Met with Concession Manager, Pool Manager and Public Works Foreman for year-end report of pool/park on August 30. Several ideas were discuss for next year improvements and equipment replacement. Items and issues will be discussed during Budget Formulation discussions.

3. Ordinance Changes

a) **Zoning Code proposed changes: July 27, 2011**

- 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 W. Steuben St. & Walnut Avenue. Meeting with Jeffrey Bergman, TreeVitalize director on Tuesday, August 30 to tour area and discuss application process.
- b) Commission met this evening at 6:00pm to discuss 12 Sycamore trees and 11 Maple Trees for Sept/Oct delivery, plus other issues.

Comprehensive Recreation Development Plan Consultant Finalists

Pashek & Associates	\$54,885
Mackin Engineering Company	\$69,986
J.T. Sauer & Associates	\$66,000
Environmental Planning & Design	\$70,000

Study Committee, appointed by Council, interviewed the above firms; and, by secret ballot vote, recommends to Council that **Environmental Planning & Design** be awarded the contract to conduct the Comprehensive Recreation Development Plan and pool Feasibility Analysis at its proposal price of \$70,000.

PA Department of Conservation and Natural Resources (DCNR) commits \$35,000 and Crafton Council commits \$35,000 over 2 calendar years. Selection and award by Council is subject to agreement and sign-off of this selection by DCNR staff.