

**COUNCIL MEETING  
Minutes of July 14, 2014**

**CALL TO ORDER**

Vice President Post, called to order the Agenda Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mr. Amenola. ROLL CALL, by Mrs. Tremblay, recorded Seven (7) members of Council present as follows: Mr. Amendola, Ms. Amendola, Mr. O'Brien, Mr. Phillips, Mrs. Post, Ms. Weitzel and President Hayes (*telephonically*) Also present were Mayor Bloom, Director Beechey and Labor Counsel, David Mitchell (Absent: Mayor Bloom).

**BILL LIST APPROVAL**

**MOTION:** It was regularly moved and seconded (*Phillips/O'Brien*) to approve the Bill List dated July 14, 2014.

MOTION carried by Unanimous Roll Call Vote (4-0), with exception noted by Mr. O'Brien (#400.11).

**APPROVAL OF MINUTES**

*June 23, 2014 - Not Available*

**CITIZEN'S PRESENT TO ADDRESS COUNCIL**

Daniel Kelly, 7 Belvidere Street – Complained of damage to his van/oil pan caused by bottoming out at a raised area of Creighton Avenue. He expended \$228 for repairs and is looking for reimbursement. Ms. Post indicated that the policy is to refer it to his insurance company, but Manager Beechey will look into it and get back to Mr. Kelly.

Phil LaVasseur, 401 Clearview Avenue – Pleased with the progress on Clearview construction. He presented photographs to Council noting the condition of the curbing on Harris Street, indicating that extension of the curbing be considered, at a cost of approx.. \$2,250., for better water run-off control.

Andrea Marquis, 38 Marion Street – While at the borough office, ordering compost, a discussion occurred regarding the possibility of the borough creating a community garden. She would be very interested in being involved in such an endeavor, and feels it would be advantageous and a benefit to the community.

Krista Young, 50 Rodgers Street – Provided photographs of the intersection of Josephine and Lawson; noting that it is a dangerous intersection that needs installation of a Stop Sign.

Mary Luxbacher, Dinsmore – Very interested in the idea of a community garden, and would also like to be involved. She also noted increased degradation of the hill along the Clearview Trail with all of the road construction. Need some tree trimming and new tree planting; hoping to acquire tree vouchers from Duquesne Light.

**COMMITTEE DISCUSSION ITEMS**

- Administration
  - Borough Building Garage & Basement Repair-Ms. Beechey reiterated the need for making the repairs, due to further deterioration of the structure, specs prepared by Gateway, three bids received from \$9,000 to \$66,000. Discussed at previous meetings, but motion can wait until the next meeting (voting meeting).
  - Employee Handbook – Noted that no additional comments or changes were provided, so Council should be prepared to act on this at the next meeting.

- Audit – Motion on Agenda. Ms. Weitzel, and other Council members questioned the motion to appoint another auditor for the 2013 audit; had no prior knowledge or discussion on this matter – as well as other motions on the Agenda. Ms. Beechey explained that Hosack, et al, has continuously postponed starting the audit, which is normally started in January and to be completed by April 1<sup>st</sup>. It was also completed late last year; June or July. This was discussed with President Hayes and the Solicitor, expressing the need to get the audit done. The motion was written to appoint Case/Sabatini, the former auditor, to complete the audit since they are already familiar with the finances of the borough, and able to timely complete the audit. Ms. Beechey noted that Council President was provided timeline and problems with Hosack, which will be forwarded to all of Council for review. She noted that there is no penalty, but it does not look good to have the audit late two years in a row, without good reason. He explained thereason for changing auditors was that sometimes a new set of eyes can be beneficial, but it is now necessary to get the audit completed, and the former auditor is being considered. This is not a long term commitment, but for this audit. Discussion ensued to consider other auditors as well. Mr. Phillips noted that this is a professional service and does not need to meet any bidding requirements.
- Budget/Finance
  - 2<sup>nd</sup> Quarter Financial Statement/Two Year Comparison – Mr. Phillips noted that this has been provided to Council for review; new line items added, not budgeted for, with regard to the Duncan property settlement/debt.
- Parks/Recreation
  - Update/Report: Crafton Celebrates, Gala – Ms. Post reported a successful 4<sup>th</sup> of July Celebration, and thanked Ms. Palchowski. Reminded everyone of the upcoming Gala Under the Stars.
  - Doggie Paddle/Swim Event - She noted that another Doggie Paddle event is planned for Crafton Pool following its closure on Sept. 1<sup>st</sup> – possibly the following Saturday.
  - Community Garden – Will be reviewed and discussed with the Recreation Board and more information to Council in August.
- Public Works – Contract Review (7/28/14 Action) – Mr. Hayes noted that after some give and take considerations, and inclusion of drug testing language, the contract is ready and will be on the next agenda for approval; which will follow action on the Employee Handbook first.
- Public Safety – With regard to resident complaint, Mr. Amendola indicated that he would discuss the Josephine/Lawson intersection and need for possible stop signs with the Mayor, and move forward on this matter.
- Ordinance
  - Roll-Off Dumpster Placement – Ordinance Revisions (7/28/14 Action) – Mr. O'Brien reiterated the need for this ordinance, to regulate the placement and duration of placement on the borough streets.
- Comprehensive Planning
  - Ms. Beechey reported that she had just heard from Rosslyn Farms, that they may not want to be involved in the joint comprehensive plan, and will know after tonight's meeting if they will adopt the required Allegheny County resolution for commitment. She also noted that Ingram will be acting on the resolution at their meeting, and, at this time, plan on going forward. Having atleast two communities will still qualify for the funding for a joint plan. She noted that there is no State funding available for this project, as she was advised by consultant, Mr. Pashek.

**CORRESPONDENCE**

Letter of Resignation-Pam Palchowski, Crafton Celebrates Chairman – Ms. Palchowski indicated that she would stay involved in some way, particularly with the parade.

Steuben Street Property Offer – Informational only; not for discussion or consideration at this time.

**MANAGER’S REPORT**

Director Beechey reviewed the written report with Council. Most items were discussed during the Committee reports. Mr. Phillips inquired on the status of the road repair at the intersection of Noble and Steuben; she advised that this was to be done by the water company and they have continuously put this off. She will contact them for an update. She also updated Council on the Walsh Road repair – it is the responsibility of the many owners, and they are proceeding, jointly, to contract this work. It was noted that this is private property and is not, and should not become, the responsibility of the borough.

Mr. Phillips also inquired on the status of contacting the school regarding the ruts along South Linden Avenue. Ms. Beechey noted previously the school wanted to place a guard rail and was not permitted. Ordinance Officer Morgan has notified them of the need to remedy this situation.

**BUSINESS AGENDA**

**ADMINISTRATION**

~~**MOTION:**~~ Motion to adopt Resolution No. 2014-12 appointing the auditing firm of Case/Sabatini to conduct the 2013 Annual Financial Audit of the Borough; and, releasing the auditing firm of Hosack, Specht, Muetzel & Wool, LLP, due to non-performance. Motion withdrawn, pending additional consideration.

**MOTION:** It was regularly moved and seconded (*Hayes/F. Amendola*) to accept the resignation of Jamie Beechey as Director of Borough Services and Interim Borough Manager, effective August 10, 2014. **COMMENTS:** Mr. Hayes updated Council on interim manager search, noting two possible contractors, for approx. 2 ½ days week and meetings for \$90. hour, and other information. Ms. Weitzel asked that others, including both Delta and RDM be looked at as well. Mr. Amendola asked if qualified individuals could be considered, rather than just management firms. He asked that the criteria be provided. A deadline of the end of the week was indicated for submissions of proposals. After the resignation of Manager Callen, the manager search committee had been working with Ms. Hockenberry (LGA) in one direction, but with the unexpected resignation of Ms. Beechey, a more immediate need and search needed to begin. It was decided that an Executive Session, rather than a public meeting, be held to review any proposals, etc. as it relates to both personnel and contractual matters. Ms. Beechey will confirm this with the Solicitor. An Executive Session was scheduled for Monday, July 21, 2014, at 7:00pm.

MOTION carried by a Five Yes, Two No (*Phillips, Post*) Roll Call Vote.

~~**MOTION:**~~ Motion to award the Police Garage and Municipal Building Basement repair contract to Gregori Construction for an amount not to exceed \$9,000. Motion withdrawn, deferred to next meeting.

**PUBLIC WORKS**

**MOTION:** It was regularly moved and seconded (*Weitzel/N.Amendola*) to concur with the SHACOG recommendation to award the Joint Municipal Preventive Maintenance-Year 4 Contract to the low bidder, Insight Pipe Contracting, at its bid price of \$188,246.00 of which an estimated \$21,000.00 represents Crafton’s portion of the Contract.

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

**MOTION:** It was regularly moved and seconded (*N.Amendola/O'Brien*) to authorize payment to T.A. Robinson Asphalt Paving, Inc., the amount of \$17,638.62 from the 2013 Accounts Payable Reserve Fund, representing the Second and Final Payment, for the completion of the 2013 Road Reconstruction Project, as reviewed and certified by Gateway Engineers.

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

**MOTION:** It was regularly moved and seconded (*Phillips/F.Amendola*) to authorize payment to A. Merante Contracting, Inc. in the amount of \$116,079.48, representing payment No. 1, for work completed between June 9, 2014 and July 3, 2014, for the Clearview Avenue Phase III project, as reviewed and certified by Gateway Engineers.

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

**MOTION:** It was regularly moved and seconded (*N.Amendola/F.Amendola*) to approve the an additional Work Authorization order with Gateway Engineers for the construction administration and inspection services for the 2014 Road Improvement Program, for an amount not to exceed \$15,000.

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

**MOTION:** It was regularly moved and seconded (*F.Amendola/O'Brien*) to approve an additional Work Authorization order with Gateway Engineers for additional work for the 2014 Clearview Avenue Phase III project, for add alternate, bid packages, and meetings, for an amount not to exceed \$12,000.

MOTION carried by a Six Yes, One No (*Weitzel*) Roll Call Vote (6-1).

**ADDITIONAL CITIZEN COMMENTS:**

Daniel Kelly, 7 Belvidere – Inquired on his previous request. He was asked to provide the information to Ms. Beechey and she would follow up on this matter with him.

Pam Palchowski, Crafton Celebrates – Thanked everyone for their kind words and support. She noted a current fundraiser – flamingo flocking your friends and neighbors lawn – for more information visit [craftoncelebrates.org](http://craftoncelebrates.org) She noted that the wrap-up meeting of Crafton Celebrates will be August 5<sup>th</sup>, and the 2015 event planning will start in September.

Andrea Marquis, Marion Street – Offered additional comments regarding the benefits, etc. of a Community Garden, and looks forward to meeting with the Recreation Board and others interested in being involved.

**ADJOURNMENT**

**MOTION:** It was regularly moved and seconded (*Weitzel/N.Amendola*) to adjourn the meeting.

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

Respectfully submitted,  
Mary Tremblay, Borough Secretary

