

COUNCIL MEETING
Minutes of February 24, 2014

CALL TO ORDER

President Hayes called to order the Regular Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Ms. Amendola. ROLL CALL, by Mrs. Tremblay, recorded six (6) members of Council present as follows: Mr. Amendola, Ms. Amendola, Mr. O'Brien, Mr. Phillips, Ms. Post, and Mr. Hayes (*Absent: Ms. Weitzel*). Also present were Mayor Bloom, Manager Callen, Director Beechey, Engineer Minsterman and Solicitor Ayoob.

EXECUTIVE SESSION: President Hayes reported that an Executive Session of Council was held prior to the meeting to discuss legal matters and personnel issues; no action taken.

BILL LIST APPROVAL

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to approve the Bill List dated February 24, 2014 and Addendum page.

MOTION carried by a Five Yes, 1 Abstention (*Phillips re: Addendum Page*) Roll Call Vote (5-0-1).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*N.Amendola/Post*) to approve the February 10, 2014 Meeting Minutes, as amended. **COMMENT:** Minutes to be amended to indicate what business was conducted by Vice-President Post and exactly when President Hayes entered the meeting and took over the chair. It was also confirmed that Minutes are not official until approved by Council at a public meeting.

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Michael Suehr, Lincoln Street – Mr. Suehr commented on the Supreme Courts denial of the Borough's appeal regarding the Duncan Property. He recalls that a good deal was on the table and this could have been resolved 14 years ago, but certain past Councilpersons took a disingenuous position, and now the taxpayers have to suffer. He asked what Council plans on doing with this landlocked property.

Doug Johnston, S. Emily – Re: Agenda Items: Mr. Johnston noted that, originally, the Ordinance Committee recommended 2 inch accumulation be put into the ordinance for a snow event, but after public input and Council input, they arrived at the 4 inch accumulation. Mr. Johnston noted that the Beta Testing project has not been completed yet by Turnkey, and asks why there is a motion to turn another project over to them.

RECEIPT OF WRITTEN REPORTS (January 2014):

Treasurer's Reports (Dec. 2013, Jan. 2014), Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report, Ordinance Officer's Report, REMS Report, ~~CVFD~~ and Engineer's Report. MOTION moved and seconded (*Post/Phillips*) carried by Unanimous Roll Call Vote (6-0).

ENGINEER'S REPORT

Engineer Minsterman reported they are working on the quantities for the various sewer repair/lining/excavation/CCTV contracts for SHACOG. He reiterated that it would be beneficial to approve the 2014 road paving project for bid as soon as possible for better contract pricing and scheduling.

MANAGER'S REPORT

Manager Callen – Referred to written report (*copy attached*).

MAYOR'S REPORT

Mayor Bloom requested that the Mayor's Report be placed on the Regular Meeting Agenda, as was in the past; not sure why it was removed. He commented on the following items:

1. McCormick Street Crosswalk – He reviewed this location with Chief Sumpter and determined that any signage should be moved from the westerly side to the easterly side, under the street light, etc. He requested that signs be ordered. PennDot specs were discussed, paint materials, temperature, etc. – Manager Callen confirmed that he spoke to PennDot regarding specifics for posting pedestrian crosswalks. Mr. Hayes requested that the signs/materials be ordered so they are available when P/W is able to do the installation/weather-permitting; paint the crosswalks, and repaint again, if needed. Mayor Bloom confirmed that with or without a crosswalk sign or striping, every intersection is a crosswalk.
2. Nativity Church, Alice Street – Inquired on any follow-up to the request for Handicapped Parking spaces. Suggests maybe signage for Sundays only, between certain hours (9-11am). Mr. O'Brien noted that he has been following up on this matter and will have something for the next meeting of Council.
3. Pot holes – Steuben Street across from Foster Avenue. Ms. Beechey reported that PennDot was contacted and they did fill them temporarily; so it is improved for now.
4. No Parking-Home Avenue and Taylor – Cars parking on Home Avenue are making it difficult for both Fire truck and P/W Salt/Plowing truck access from Taylor. This needs to be looked at for possible parking restrictions.

Mayor noted that a lot of matters are being placed on the back burner and need to be addressed in a more timely manner.

PRESIDENT'S REPORT

None

BUSINESS AGENDA:**ADMINISTRATION**

MOTION: It was regularly moved and seconded (*F.Amendola/Post*) to standardize meeting minutes to record only opposing council members names in parentheses.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to appoint the following Crafton Borough residents to serve on the Crafton Borough Abandoned/Blight Property Review Committee, for an indefinite period of time: Duncan Penny (Architect), Dan Cindric (Engineer); Brian Vertz (Lawyer); Luanne Ryan (Real Estate); Samuel Strohm (Banker); Kristopher Meredith (Landscape); and Eileen Clancy (Quality Property Owner). **COMMENTS:** The selection process was questioned and more information was requested on the qualifications/background of these individuals, prior to

appointment. Also, it was recommended that “indefinite period of time” be removed and to establish a definite term for members to serve on the Committee. MOTION TO TABLE made and seconded (F.Amendola/Post)

MOTION TO TABLE carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (N. Amendola/Post) to contract with Anago Cleaning Systems, the lowest responsible proposal received, at a monthly cost of \$450 for a 1-year term for janitorial services for the Crafton Borough municipal complex.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (Post/O’Phillips) to contract with Blackboard Connect for Government, the lowest responsible proposer as Crafton Borough’s Mass Communication contractor at an initial cost not to exceed \$4,393 and at an annual support fee cost of \$957.13. **COMMENTS:** Process for communicating discussed; either e-mail, text message, phone call or all. Need a policy established and person(s) designated to dispatch the public communication.

MOTION carried by Unanimous Roll Call Vote (6-0).

~~**MOTION:** Motion to contract with Holt Web Design, LLC as Crafton Borough’s Mass Communication administrator to monitor the set up and one way communication materials to Crafton residents for 1 year at a cost not to exceed \$1,000. No Motion/No Second~~

MOTION: It was regularly moved and seconded (Post/N. Amendola) to contract with RingCentral for the provision of a new Telephone System for Crafton Borough at the lowest responsible proposal submitted at \$4,100 for hardware purchase and set up services, and \$316/month for phone service. **COMMENTS:** This would be for equipment only; telephone service would be separate.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (N. Amendola/Post) to submit an application for a Graduate Intern through the Local Government Academy for Crafton’s Abandoned/Blight Property Review Committee staff assistance at a cost of \$5/hour for a maximum of 480 hours.

MOTION carried by Unanimous Roll Call Vote (6-0).

FINANCE

MOTION: It was regularly moved and seconded (Post/F. Amendola) to enter into an Agreement with E-Collect (Turnkey) for services as it relates to collection of delinquent Business Privilege Tax and Mercantile Tax, in accordance with the terms of the Proposal; subject to Solicitor’s review. **COMMENTS:** It was noted that Council has not received results from the Beta Test for the Earned Income Tax Collection from Turnkey, and before moving forward on another tax collection project with Turnkey, it was suggested that Mr. Schuster provide a report on the Beta Test; possibly at the next Committee Meeting. MOTION TO TABLE made/seconded (N.Amendola/Post).

MOTION TO TABLE carried by Unanimous Roll Call Vote (6-0). Council requested that Mr. Schuster attend the next Committee/Agenda Meeting of Council to present a report on the Beta Test.

ORDINANCE/ZONING

MOTION: It was regularly moved and seconded (*N. Amendola/Phillips*) to advertise an Ordinance to incur debt in the amount not to exceed \$1.3 million to satisfy an outstanding litigation matter with a three (3) Year term. **COMMENTS:** It was consensus that three year payback may be a financial burden.

MOTION FAILED by a Unanimous Roll Call Vote (6 Nay).

MOTION: It was regularly moved and seconded (*N. Amendola/Phillips*) to advertise an Ordinance to incur debt in the amount not to exceed \$1.3 million to satisfy an outstanding litigation matter with a five (5) Year term.

MOTION carried by a Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to advertise to amend Ordinance #1610 changing a snow event from 4 inches to only a 'snow event' without any designation for depth of snow. MOTION TO TABLE made/seconded (*F. Amendola/Post*) **COMMENTS:** Needs further discussion and review.

MOTION TO TABLE carried by Unanimous Roll Call Vote (6-0).

~~**MOTION:** Motion to approve 37 White Avenue development from a vacant lot to an off street parking area, subject to owners submitting a Grading Permit application and other requirements that may be deemed necessary by the Building Code Officer. Motion Withdrawn~~

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Phillips/N. Amendola*) to pay SHACOG the amount of \$5,616.14 for Payment No. 2 and No. 3, representing Final Payment, for work performed by Robinson Pipe Cleaning Company for the SHACOG Joint OM & CCTV Year 1 – Project 1 Contract, as reviewed and certified by Gateway Engineers.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (*Post/N. Amendola*) to approve Crafton Boulevard, from W. Steuben to Broadhead Road, to be included in the 2014 Road Paving Project. **COMMENTS:** Speeding concerns were discussed; installation of speed humps.

MOTION carried by Unanimous Roll Call Vote (6-0).

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to approve Noble Avenue, from Crafton Blvd. to Bradford Avenue, to be included in the 2014 Road Paving Project. **COMMENTS:** Various sewer line work can be scheduled simultaneously, and would be paid for from the Sewer Fund.

MOTION FAILED by a Three Yes, Three No (*F. Amendola, N. Amendola, Post*); Tie Vote decided with the Mayor's Nay vote. (3-3; 1).

MOTION: It was regularly moved and seconded (*Post/N. Amendola*) to approve Woodlawn Avenue, from Chartiers Avenue to its terminus, to be included in the 2014 Road Paving Project.

MOTION carried by a Three Yes, Three No (*O'Brien, Phillips, Hayes*); Tie Vote decided with the Mayor's Yes vote. (3-3;1)

~~**MOTION:** Motion to approve a Work Authorization order with Gateway Engineers for the preparation of bid documents in an amount not to exceed \$7,000 for the 2014 Road Improvement Program, subject to Council deciding what roads it wishes to improve.~~

ADDITIONAL CITIZEN COMMENTS

Michael Suehr – Suggested that Council consider adopting a Tar & Chip Ordinance.

ADJOURNMENT/EXECUTIVE SESSION

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to adjourn the meeting. Council moved to an Executive Session.

MOTION carried by Unanimous Roll Call Vote (6-0).

Respectfully submitted,
Mary Tremblay, Borough Secretary

Manager's Report-February 24, 2014

Road Salt Shed & Road Salt Supply: Exhausted supply; presently have 20 tons in stock; back orders from February 4 remain to be delivered.

Telecommunications Service: On 2/24/14 Business Agenda

2014 Cleaning Service: On 2/24/14 Business Agenda

2014 Social Media Service: On 2/24/14 Business Agenda

Vacant/Blight Property Committee: On Business Agenda; need 1 Councilperson appointed as liaison between Committee and Council.

2014 Infrastructure Projects: Clearview Phase 3 positioned for receiving bids in March with a May 2014 start. Four trees need to be removed at street line and will be destroyed during construction if not removed soon. Shade Tree Commission needs to review and ok. Site visit w/Bartlett Tree Experts indicates that trees will not survive construction. Council needs to decide on the 2014 Road construction project(s) **this evening: Noble (from Crafton Blvd. to Bradford), Woodlawn (entire length), Crafton Blvd. (from W. Steuben to Broadhead).**

Mercantile & Business Privilege Tax Analysis: On 2/24/14 Business Agenda.

Animal Control Service: South Hills Animal Control Service turned down Crafton's application for inclusion. I am meeting with Councilwoman Theresa Kail Smith and Councilman LaValle on 2/26 to discuss feasibility of Pittsburgh Animal Control servicing Crafton Borough.

Crafton Borough-Carlynton SD Board of Directors Joint Meeting: Superintendent Pfeiffer and I are working to schedule a Joint meeting with both bodies to discuss issues and opportunities in common to both. Looking to do as a dinner-meeting same evening as a Crafton Council meeting.

Contract Review/Negotiate/Refine:

- Following contracts/documents are due to expire and/or undergoing review for re-negotiation/bidding or refined:
 - Comcast Cable Franchise: Execute 10-year Agreement w/4% franchise fee in 2014. Agreement being reviewed by Solicitor. Met w/Solicitor 4/13 and Comcast reps on 2/14 to review language and suggested changes. Presently through review process,
 - District Magistrate Space Lease—contact with County Court & Magistrate Joyce completed—awaiting response from Allegheny County Law Department as to another 6-year lease terms/conditions.
 - Public Works Labor Agreement (expires 3/31/14); conducted 1st negotiation meeting today 2/24; next meeting scheduled for 3/7/14.
 - Employee Handbook & Policies—as directed by Council on 2/24, will be completed by 4/15/14.