

COUNCIL MEETING
Minutes of August 14, 2012

CALL TO ORDER

President Weitzel called to order the Meeting of Crafton Borough Council, in Council Chambers of the Community Center. ROLL CALL, by Mrs. Tremblay, recorded Six (6) members of Council present as follows: Mr. Johnston, Mr. O'Brien, Ms. O'Connell, Mr. Phillips, Mr. Stewart, and Ms. Weitzel – Also present were Mayor Bloom, Manager Callen and Solicitor Daily, and Jr. Council Ms. Grondziowski. (*Engineer not present*) President Weitzel reported that an Executive Session of Council was held prior to the meeting regarding legal and personnel matters; no action taken.

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*O'Connell/Stewart*) to approve the August 14, 2012 List of Bills.

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

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*O'Connell/Johnston*) to approve the Meeting Minutes of July 24, 2012 and Special Meeting of August 7, 2012.

MOTION carried by Unanimous Voice vote (6-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Terri Diven, 20 Broadhead Road – Inquired on the status of the CCTV of the sewers on Broadhead and the maintenance/cleaning schedule. Manager Callen reported that both the street sweeper and COG vacator have performed cleaning of the sewers, and he would check that schedule as well as check back with the Engineer on the CCTV of the Broadhead sewers, and would get back to Ms. Diven.

SOLICITOR'S REPORT

Solicitor Daily reported that they are proceeding on the legal work regarding the three abandoned/blighted properties.

MANAGER'S REPORT

Manager Callen referred Council to his written report (copy attached).

PRESIDENT'S REPORT

President Weitzel reported that the West Crafton Avenue Paving Project is progressing and thanked the residents for their patience and understanding in dealing with this inconvenience; project estimated to be completed the week of September 3rd. She also reported that Crafton Elementary received a \$20,000 STEAM Grant and they will be opening a STEAM studio which will house new technology including an i-pod lab and i-pads. School Board is proceeding on needed maintenance and repairs at the elementary school (roof).

COMMITTEE REPORTS

1. Administration – Ms. O'Connell reported that the Recreation/Park Study Committee will be meeting on August 29th, at which time they will present and review pool

concepts. Soon, a draft of the study will be ready for Council's review; possibly within the next 60 days which would coincide with the budgeting process. She acknowledged and thanked the Junior Council Person, Courtney Grondziowski, who has been very active and has also been a part of the Rec/Park Study Committee. She will be going off to college. Ms. Grondziowski said this would be her last Council meeting; it was an enjoyable experience and thanked Council for the opportunity.

2. Finance – Mr. Stewart asked that Council review the finances in September and prepare for the budget process. Ms. Weitzel asked the Council Committee Chairpersons to submit their Budget needs to Manager Callen; Mr. Callen noted that department heads should also submit their wish list, and he will be providing a master list to Council on August 27th to work from, to submit back to him by Sept. 10th, which he will develop a budget from that input and the first Budget meeting is scheduled for Oct. 2nd. Mrs. Tremblay noted that all of the Budget Meeting dates are on the website and in the newsletter; there are several meetings and open to the public.
3. Public Safety – Mr. Phillips reported that the CVFD ordered some new hoses; within budget, and also ordering additional radios for backup. He asked if the additional crossing guard was discussed and budgeted for 2012; Ms. Weitzel said that the School Board is in favor of this post and, if need be, eliminate another post to financially provide for this post in the budget. Mr. Phillips presented some photographs of various sidewalks in the Borough that appear worse than the ones in question on W. Crafton Avenue, and questioned why those property owners are being approached/targeted by the Borough to replace their sidewalks. Ms. O'Connell/Mr. Stewart noted that the property owners were not being strong-armed to replace their sidewalk; that the Manager was only presenting an offer to them, which would be to their benefit if they chose to take advantage of it. Ms. O'Connell suggested that Mr. Phillips provide those photographs and addresses to the Ordinance Officer to investigate/cite. Mr. Phillips said he shouldn't have to, as they are the sidewalks of three of the Councilpersons; he also noted that several borough-owned sidewalks need repaired as well.
4. Ordinance – Mr. Johnston reported that the three ordinances that were discussed on several occasions are on the Agenda to approve their preparation and advertisement for adoption at the next meeting. He noted that the parking ordinance notice will also be posted on the streets that are directly affected.
5. Parks/Recreation – Propose a wrap-up meeting with the pool staff; possibly on Sept. 11th, to review this past year's activities, and input/ideas for next year.

BUSINESS AGENDA

ADMINISTRATIVE:

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to accept the resignation of Anastasia Wojda from the Third Ward Council Seat, effective August 14, 2012.

COMMENTS: Ms. Weitzel noted that Ms. Wojda moved to another ward.

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

MOTION: It was regularly moved and seconded (*O'Connell/Phillips*) to contract with Holt Web Design to manage and maintain the Crafton Borough Website at a cost of \$50. per month.

COMMENTS: Ms. O'Connell noted that the new website is almost ready and recommends that Ms. Holt continue the updating and management of the site, as it is a bit more involved than the previous website. Ms. Weitzel noted that the Council e-mails addresses are up and running, and residents can e-mail them. Also, Ms. O'Connell noted that the Opt-In program is almost ready to launch as well.

MOTION carried by Five Yes, One Abstention (*Weitzel*) Roll Call Vote (5-0-1).

MOTION: It was regularly moved and seconded (*O'Connell/Stewart*) to send the Borough Manager to a Quickbooks Training Seminar at CCAC-West Hills Center on September 28, 2012, at a cost of \$99.

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

MOTION: It was regularly moved and seconded (*O'Connell/Johnston*) to petition the PA Department of Community and Economic Development (DCED) to assist in the interviewing and selection process for a Director of Borough Services. **COMMENTS:** Manager Callen noted that there would be no cost to the borough for this service.

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

ADDED MOTION: It was regularly moved and seconded (*O'Connell/Phillips*) to offer early retirement incentives to pension-eligible Administrative employees.

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

ORDINANCE

MOTION: It was regularly moved and seconded (*Johnston/O'Connell*) to authorize the preparation and advertisement of an Ordinance amending Parking Regulations, §214-35 on certain streets, and establishing Article XV, §214.111 regulating parking during Severe Winter Weather Periods.

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

MOTION: It was regularly moved and seconded (*Johnston/O'Connell*) to authorize the preparation and advertisement of an Ordinance amending Chapter 154 of the Crafton Borough Code of Ordinances-Parks and Recreation Areas, § 154-2 E. Weapons.

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

MOTION: It was regularly moved and seconded (*Phillips/Johnston*) to authorize the preparation and advertisement of an Ordinance establishing Tobacco-Free zones at the playgrounds and park areas of the Borough of Crafton in conjunction with Borough Resolution No. 2012-13.

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

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (*Phillips/O'Connell*) to create a school crossing post at the Crafton Elementary School and hire an additional School Crossing Guard at the current wage of \$9.73 per hour, with the cost to be shared equally with the Carlynton School District, in accordance with the Borough Code, §1127. **COMMENTS:** Various concerns and problems were discussed with this location; being a shared street with the City of Pittsburgh, enforcement, liability and safety issues. It was noted that to resolve some of the safety concerns, the parents should be discouraged from dropping off on that side of the street and to use the alley. **MOTION TO TABLE** moved and seconded (*Phillips/O'Brien*); **CARRIED** by a Five Yes, One No (*Stewart*) Roll Call Vote (5-1).

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to promote police patrolmen Timothy Harvison and Jason Chedwick to the rank of Sergeant, effective September 1, 2012.

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

MOTION: It was regularly moved and seconded (*Phillips/Johnston*) to approve the sale of the 1962 Seagrave Fire Truck and to solicit bids for no less than \$1,250., in accordance with the requirements of §1201 of the Borough Code.

MOTION carried by Five Yes, One No (*Stewart*) Roll Call Vote (5-1).

STRATEGIC PLANNING

MOTION: It was regularly moved and seconded (*O'Connell/O'Brien*) to adopt Resolution No. 2012-14 confirming Crafton Borough Council's support of the Carlynton School District's position to oppose the secession of Rosslyn Farms from the Carlynton School District. **COMMENTS:** Ms. Weitzel noted that this community banded together to keep the Elementary School open, voted in a new School Board, to help keep Crafton a viable community and keep the School District as a whole.

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

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Stewart/O/Connell*) to award the Phase I - Clearview Avenue Reconstruction Project to A. Merante Contracting, Inc, in the amount of \$244,282.89, the lowest bidder, in accordance with Gateway Engineer's recommendation. **COMMENTS:** Manager Callen noted that more details will be available following the pre-construction conference.

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

MOTION: It was regularly moved and seconded (*Johnston/Phillips*) to concur with the SHACOG's recommendation to award the Bid for the Joint O&M Preventive Maintenance-Year 2 Project to Jet Jack, Inc., in the amount of \$158,025.

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

MOTION: It was regularly moved and seconded (*O'Connell/Phillips*) to recommend award to the CharWest COG for the ADA Ramps to the lowest bidder, Excaliber Construction for the CDBG Curb Ramps project in the amount of \$6,700.50

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

MOTION: It was regularly moved and seconded (*O'Connell/Stewart*) to approve a Change Order to the T.A. Robinson contract for the West Crafton Avenue reconstruction project to include the removal and replacement of approximately 740 square feet of sidewalk at the contract price of \$9.75/square foot for a total cost of \$7,215. **COMMENTS:** Pro/Cons discussed. The prior vote on this matter, being a tie, 3-3 vote, was carried by the vote of Mayor Bloom, was only to present an offer to the residents. Ms. Weitzel read the actual motion that was previously voted on, for clarification.

MOTION FAILED by a Four No, Two Yes (*O'Connell, Stewart*) Roll Call Vote (4-2).

~~**MOTION:** It was regularly moved and seconded () to authorize the Borough Manager to develop an Installment Payment Agreement up to 36 months with West Crafton Avenue property owners, being those at 59 West Crafton Avenue, L/B # 69 M 322 and 8 Belvidere Street, L/B # 69 M 318, for the cost of removing and replacing their sidewalks. Moot/Withdrawn.~~

~~**MOTION:** It was regularly moved and seconded () to approve the removal and replacement of approximately 200 square feet of sidewalk at 61 West Crafton Avenue, vacant lot, L/B # 69 M 324 and to lien the property for the cost of improvement, estimated to be \$1,950. Moot/Withdrawn.~~

ADDITIONAL CITIZEN COMMENTS

Charlene Krenke, Clearview Avenue – Expressed her support of Council’s decision regarding the sidewalks on West Crafton Avenue; that if being offered to them, it should be offer to all residents. It was confirm that the Tobacco-Free Zone in the park would be the entire park. She also agreed that those seem to be legitimate problems with a crosswalk in front of the school, and would directly take away resident parking spaces on the City of Pittsburgh side of the street.

Eva Popper, 28 Alice Street – Explained issues with exiting her driveway; problems with the guidewire on the telephone pole and cars parked across from her driveway. She asked that Council look at this site and possibly consider prohibiting parking across from her driveway. Manager Callen would look into this matter.

ADJOURNMENT

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

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

Respectfully submitted,
Mary Tremblay, Borough Secretary

MANAGER'S REPORT—August 14, 2012

1. Public Works

- See pages 3-6.
- SHACOG Year 2 Joint O&M—Preventive Maintenance Pre-Construction Conference w/ Jet Jack, 8/16, 10:00am-Crafton Council Conference Room

2. Properties

a) Borough Building

- **ADA Doors** for Community Center entrance and walkway completed by Automated Entrance Systems, Ferry Electric and Vector Security on Thursday, 8/9/12.
- Contact w/Whitney, Bailey, Cox & Magnani (WBCM) for **Police Garage** structural corrections/specs completed for bidding; I need to develop 'boiler plate' Instructions to Bidders before advertising for competitive bids.
- **Roof Replacement:** construction specification completed and advertising for bids 8/15 & 8/22. Pre Bid Conference 8/22 with bids opened 8/31, reviewed and recommendation for award at September 11 Council meeting. Hope to have work completed by Halloween.
- **Municipal Building Basement flooded from** August 3-5 rains—water came up through floor drains—18 inches of water; area cleaned on 8/7. May need to raise Back-Up-Generator 2 feet in the event of other flooding; furnace will be checked/maintained in concert w/winter maintenance check up.

3. Vacant Structures/Abandoned Properties

- **CDBG Year 39** funding application prepared and submitted to CWCOG 7/28/12, seeking funds for the demolition of 3 vacant, hazardous and blighted structures. Legal documents completed by John Daley submitted w/application, as required.
- Recommend that Crafton Council consider forming a "**Vacant Property Review Committee**" to work with and advise staff toward a methodical process for the identification, review and developed-strategy for the acquisition, removal or rehabilitation of the 50+ abandoned and blighted structures scattered throughout the Borough. Suggested disciplines are: legal, architectural, engineering, real property, taxing authorities, public safety to name a few. Suggest that a structure be in place with identified volunteers by October 1, 2012. Suggested this at July 10 meeting.

4. Summer Part Time Workers

- Five (5) Summer Workers for Public Works and thirty-seven (37) Summer Workers for Pool/Concession are currently employed and estimated to remain so up through start of school @ August 27. Pool will remain open August 27 through August 31 from 4pm-7pm; and August 28-September 3 regular hours. Closed after Labor Day

5. Meeting/Networking Opportunities:

- August 15: 8:30am – Noon: Attend Duquesne Light seminar for public managers re: Act 129 amendments-- rebates for energy efficiency measures in public facilities.
- August 27: 11:00am-Noon: Crafton Park, mtg. w/TreeVitalize to review placement of new trees between October 15-December 15 in Park and scattered areas along West Steuben.

6. Out of Office

- August 21: Vacation Day requested.
- September 7: Vacation Day requested.