

COUNCIL MEETING Minutes of March 27, 2013

CALL TO ORDER

President Weitzel called to order the Meeting of Crafton Borough Council at 7:15 pm, in Council Chambers of the Community Center. Flag Salute led by Dr. Stewart. ROLL CALL, by Mrs. Tremblay, recorded six (6) members of Council present as follows: Mr. Johnston, Mr. O'Brien, Ms. O'Connell, Mrs. Post, Dr. Stewart and President Weitzel. (*Absent: Mr. Hayes, Mr. Phillips, Mrs. Stacy*) Also present were Mayor Bloom, Engineer Minsterman, Manager Callen and Ms. Meredith (Jr. Council). (*Solicitor not present.*)

APPROVAL OF BILL LIST

MOTION: It was regularly moved and seconded (*Post/Johnston*) to approve the March 27, 2013 List of Bills.

MOTION carried by Unanimous Roll Call Vote (6-0); with abstention by Ms. O'Connell-#456.54.

APPROVAL OF MINUTES

March 13, 2013 – Not Available

CITIZEN'S PRESENT TO ADDRESS COUNCIL

None

RECEIPT OF WRITTEN REPORTS (January 2013):

~~Treasurer's Report, Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report and 2012 Annual Police Report, Ordinance Officer's Report, REMS Report, CVFD Reports, Animal Control Report~~ and Engineer's Report. MOTION (*O'Connell/Phillips*) carried by Unanimous Roll Call Vote (6-0).

ENGINEER'S REPORT

Engineer Minsterman referred to written report items (copy attached), noting: Meetings with PSWA re: C-22 and sewer shed capacities; information and cost estimates will be made available possibly for next month's Committee meeting. Morton & Harrison Street punchlist items consisting of restoration items only remain to be completed-letter sent to Jet Jack. Reminder SHACOG CCTV Contract will begin after April 4th – notice will be provided to borough on a start date. Steuben emergency repair has been completed was completed – concrete blockage found; temporary patch – contractor will return in a few weeks to make permanent repair. Source of concrete unknown. Verizon work in same area on West Crafton being done. Engineer stated that a quick curing concrete was used by Verizon; high quality, expensive, and acceptable use. Met with Director of Borough Services regarding scope of services/playground – per master plan, possible relocation, costs, etc. Mayor asked if there is a moratorium on sewer tap-ins in Allegheny County – Engineer stated no.

MANAGER'S REPORT

Manager Callen – Copy of written report attached. Mr. Johnston inquired on the Clearview curbing repair; needing a separate contract (result of water break damage claim). Manager reported that he inquired to the Clearview contractor for a bid and has not heard back from him yet. Mr. O'Brien

inquired on the status of the missing stairs from Crafton Blvd. to Clearview; saw someone climbing the hillside in the area since there are no stairs. Manager stated he would have that area barricaded by Public Works and discuss permanent plans for that area at the Committee meeting.

PRESIDENT'S REPORT

President Weitzel reminded everyone of the planned centennial celebration at the Crafton Elementary school on Saturday, April 27th

DISCUSSION ITEMS

- **Administration** – Ms. O'Connell reported that the employee handbook draft has been submitted; it is being reviewed and needs additional work. She reported that Crafton Celebrates committee will be meeting on the first Thursday of the month, at 7pm, in Community Center. She also reported that Mark Schuster will be providing a power point presentation at 6:30pm at the Committee Meeting regarding a system to aid the borough in collecting delinquent taxes; bring Tablets to access internet presentation.
- **Recreation** – Ms. Post reported that Ms. Beechey will be reporting on the Municipay system and other related recreation/software items at the Committee meeting.

Other – Mrs. Tremblay reminded Council of the upcoming CharWest COG annual dinner; rsvp deadline.

EXECUTIVE SESSION

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

BUSINESS AGENDA

ORDINANCE

MOTION: It was regularly moved and seconded (*Stewart/Post*) to adopt Ordinance No. 1615, amending Chapter 214 of the Borough Code of Ordinances, Vehicles and Traffic, restricting vehicle parking on the westerly side of West Crafton Avenue, from West Steuben Street to Belvidere Street.
COMMENTS: Mayor Bloom reported that he had looked into any Penndot/Highway parking restrictions and found none, with regard to West Crafton. He inquired on sign placement on the right side; all new concrete sidewalks installed there last year. Core cutter would be used for post holes; should not cause any damage to the sidewalk – will look into other placement possibilities.

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

MOTION: It was regularly moved and seconded (*O'Connell/Post*) to adopt Ordinance No. 1616, amending Chapter 90 of the Borough Code of Ordinances – Code Enforcement, Section 90-11, Modification to Standards, Section 302.4 to prohibit the growth of invasive plants; such as but not limited to bamboo, as documented by the Pennsylvania DCNR "Invasive Plants in Pennsylvania" list.

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

MOTION: It was regularly moved and seconded (*Johnston/Post*) to adopt Ordinance No. 1617 to amend Chapter 50 of the Borough Code of Ordinances, Section 50-3, reducing the number of persons

on the Crafton Recreation Board from nine to seven.

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

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*O'Connell/Post*) to authorize a Payment of \$40,495.92 to Jet Jack for the 2012 Sewer Repair Contract for the period February 4, 2013 through February 26, 2013, and to be paid out of the 2012 Accounts Payable Reserve Fund.

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

MOTION: It was regularly moved and seconded (*O'Connell/O'Brien*) to concur with SHACOG's recommendation to award the O&M Point Repair Project-Year 2 to Roto Rooter in the total amount of \$328,175.

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

RECREATION

MOTION: It was regularly moved and seconded (*Stewart/Post*) to authorize a contract with MuniPAY for accepting credit card payments for any and all Borough fees as may be appropriate from time to time. **COMMENTS:** Some questions on associated fees; will look into this further – Manager Callen referred Council to information provided in the packet info matrix.

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

ANNOUNCEMENT: Reminder – Easter Egg Hunt, sponsored by the CVFD & Auxilliary, for Saturday, March 30th, in Crafton Park, promptly at 2pm.

ADJOURNMENT

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

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

Respectfully submitted,
Mary Tremblay, Borough Secretary

MANAGER'S REPORT—March 27, 2013

General:

1. Attended a meeting w/Pittsburgh Water & Sewer Authority on March 19 re: Bells Run Sewer Shed and potential Crafton cost to comply w/COA; depending on which alternative to repair is chosen, can run Crafton anywhere from \$880k to \$2M. A follow up meeting is scheduled to finalize and recommend alternative is April 9, 2013. A follow up meeting will be held with PW Committee and a presentation to Council perhaps on April 24, 2013.
2. Considering redrafting Street Opening Permit and Fee Structure in prep of utility companies' planned infrastructure installation/replacement over the next 10 years in region. Will run by PW Committee on 4/3 w/proposal to Council on 4/10 for consideration and hopeful adoption.
3. Met w/Gateway engineers March 20 re: 2013 Road Improvements (Noble, Woodland, other). Will run scenarios and cost estimates at 4/3 PW Committee with hopeful 4/10 Council decision/action.
4. Attended CMAC mtg. at ALCOSAN with County Exec Fitzgerald on March 25 re: COA Green Infrastructure feasibility studies.
5. Attended a meeting w/Duquesne Light Co. March 25 re: LED Street Lights and the company's plan to file a special rate tariff by July, 2013. If approved, such an initiative could be launched in 2014. I have offered Crafton as a 'test site' for LED Street Lights in one of its neighborhoods which may commence with a couple of months. Stay tuned.
6. Evaluating proposals and a resubmit re: new Server for Admin office and Police back-up data storage, off-site.
7. Clearview Phase 2: Advertise to solicit bids , April 3 & 10; Pre-Bid mtg. w/contractors, 4/18; bid opening, 4/25; share results w/Council for action/award 5/8. Expected Proceed Order, June 8; completion, August 2 (dates subject to change).
8. Will be Out of Office Thursday, March 28 to attend CONNECT Executive Committee mtg. in Sharpsburg (9:00am); expect to return @ 2:30pm.
9. Friday, March 29 is a scheduled holiday for employees; I will work that day to attend to scheduled matters and take April 2 as the holiday.



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February 22, 2013
C-5667-2013

TO: Crafton Borough Council
Bob Callen, Borough Manager

FROM: Richard D. Minsterman, P.E., Borough Engineer

SUBJECT: February Engineer's Report

The following summarizes the work performed during the month and a status report of various projects.

1. **C-17749-1206 Feasibility Study**

Gateway met with the Borough Manager to review the sewer capacity problems in several sewersheds in Crafton. The next step is to finalize the capacity problems and begin the alternatives analysis to prepare proposed repairs and cost estimates.

2. **C-5612-0011 Clearview Avenue Pavement and Drainage Improvements**

A. Merante Contracting, has completed the construction of Phase I. A punch-list request letter was submitted to A. Merante on December 17, 2012 for some additional items that need to be addressed prior to final payment. Weather permitting, A. Merante will complete the punch list items in the next few weeks. A site visit with DEP is being scheduled for the week of February 25th. We are processing the paperwork for the Borough's first grant reimbursement.

3. **C-5625-2013 2013 Road Program**

Gateway has completed the core sampling and measurements of the proposed streets on the 2013 Road Program. An opinion of probable construction cost will be prepared and forwarded to the Borough Manager shortly for review.

4. **C-5667-2013 Street Opening Permit/Ordinance Update**

Gateway has completed the new street opening permit application and corresponding fee calculation form. It was sent to the Manager for review. Once it is finalized we will begin working on the Ordinance Revisions with the Solicitor.

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TO HELP OUR CLIENTS REACH A HIGHER
LEVEL OF SUCCESS THROUGH KNOWLEDGE,
EXPERIENCE AND RESPONSIVENESS



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5. **C-5670-A012 YR 38 ADA Curb Ramps**

Construction is complete. Gateway will work with Char-West COG to process the pay application.

The Highway Occupancy Permit was submitted to PennDOT on December 21st. We have responded to PennDOT's comments and are waiting for their approval.

6. **C-5709-1203 2012 O&M Preventative Maintenance SHACOG Contract**

Jet Jack is completed with the SHACOG Preventative Maintenance work (line cleaning, root cutting, etc.) of problem sewer lines in the Borough. Gateway will review the videos and process the final request for payment application from the Contractor once received.

8. **C-5709-1205 2012 O&M Defect Repairs**

Because of it being winter and with the SHACOG 2013 contract coming out soon, we decided after talking to the Manager, that it would make sense to do the two sink hole repairs in the spring with the new SHACOG Contractor. RotoRooter will be completing restoration issues within the Borough in early spring and once these restoration issues are satisfactorily completed, we will close out the contract.

Gateway has sent a punch list letter to Jet Jack informing them of what will still need to be restored at Morton and Harrison. They plan on completing the remainder of the restoration work in the spring. There is one more spot liner left to complete the lining contract. Payment Application No. 1 was processed for \$40,314.74 in which Gateway recommends payment.

9. **C-5709-1303 2013 O&M CCTV Multi-Municipal SHACOG Contract**

Crafton is participating in the 2013 SHACOG CCTV contract which was bid on January 29, 2013 and expected to start in early April. A favorable low bid was received and the planned work is under budget. Gateway sent a bid concurrence recommendation letter to the Borough on February 7, 2013 to recommend Council concur with the SHACOG bid. The Borough will need to write a letter to SHACOG concurring with the bid if this has not been done already.

10. **C-5709-1305 2013 O&M Defect Repairs**

The SHACOG O&M sewer excavation repair contract is out for bid and bids will be opened on March 8, 2013. We are currently finalizing lining contract quantities for the SHACOG 2013 lining



contract. The SHACOG contracts are scheduled to start construction anytime from mid-May to early June.

11. C-5723-0000 Salt Storage Due Diligence

Gateway will submit a revised work authorization form to the Borough Manager for consideration for the proposed new salt storage facility. Gateway is meeting with the Borough Manager today to review the project.