

**COUNCIL MEETING
Minutes of April 25, 2016**

CALL TO ORDER

Vice President O'Brien called to order the Regular Meeting of Crafton Borough Council to Order, in the Council Chambers of the Community Center of the Municipal Building. The Flag Salute led by Ms. Perry.

ROLL CALL, by Manager Scott, recorded Five (5) members of Council present as follows: Ms. Damits, Mr. Levasseur, Mr. O'Brien, and Ms. Perry. Absent were Ms. Amendola and Mr. Amendola. Also present Mayor Bloom, Solicitor Gladys, Engineer Minsterman, and PW Director Kaczorowski and Manager Scott.

BILL LIST APPROVAL

MOTION: It was moved and seconded (*Perry/Levasseur*) to approve the Bill List dated April 25, 2016.

MOTION #1 carried by a Unanimous Voice Vote (5-0).

ACCEPTANCE/APPROVAL OF MINUTES:

MOTION: It was moved and seconded (*Levasseur/Perry*) to accept the Minutes of the Meeting dated April 11, 2016 as presented.

MOTION #2 was moved and seconded by a Unanimous Voice Vote (5-0).

It was moved and seconded (*Perry/Glaser*) to accept the Minutes of the Special Meeting of April 13, 2016, as presented.

COMMENT – Ms. Perry noted a few minor revisions she provided to the Manager. Ms. Scott noted she will incorporate the revisions and upload.

MOTION #3 was moved and seconded by a Unanimous Voice Vote (5-0).

Mr. O'Brien stated he wanted to take this opportunity to thank everyone who participated in the Special Meeting of April 13, 2016, especially the residents. Input from the residents is critical to allow Council Members to effectively serve their interests. He also noted he wanted to commend the President of Council, Ms. Amendola for skillfully navigating the meeting and allowing everyone the opportunity to speak.

CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items Only:

Mr. O'Brien noted that no Citizens wished to speak on Agenda Items only.

SPECIAL PRESENTATION

Mr. O'Brien noted that Jim Pashek, Pashek and Associates was here to provide a brief update regarding the Crafton-Ingram Comprehensive Plan.

Mr. Pashek thanked Crafton Council for providing an opportunity to speak and provide an update of the Plan.

Mr. Pashek noted that his firm has begun working in the Fall 2015 on preparing an Implementable Comprehensive Plan. He provided a definition and how the Plan must be implementable to the Community within the next five to ten years.

He noted that Steering Committee has had several meetings, Pashek has meet with residents and business owners and determined the top four major issues; Property Maintenance and Appearance, Walkability, Improve Commercial Development and Communications.

He announced the new Plan website; CIThrive.wordpress.com and encouraged everyone to take a look at it. It is being used as the device to bring information to the residents, and allow them the opportunity to comment on the Plan. He also noted it will allow Council to track the progress of the Plan.

Mr. Pashek announced the upcoming events; May 14 is a walkability tour of Crafton, walking the local streets, schools and parks, invited anyone interested to attend; June 18, 2016 hosting a Pop Up Event at the Shopping Center in front of the Giant Eagle, regarding the Plan asking for input; and lastly participating in the Crafton Celebrates and Ingram Days.

Mr. Pashek asked if anyone had any questions on the Plan. Ms. Perry noted that there were originally some concerns on the lack of participation and asked if that was being addressed. Mr. Pashek noted with the development of the website along with some of the Steering Committee Members attending meetings of local organizations and groups getting the word out has certainly improved, engaging more and more residents of the Communities.

Mr. Pashek noted they have been speaking with owner of the shopping center, and she is open to change, but concerned about the costs involved. Ms. Perry inquired if there was a Merchants Association? Mr. Pashek noted he will follow up on that idea.

Mr. Levasseur suggested that perhaps we could start working with the Postmaster on the Plan. Mr. Pashek noted he will contact them as soon as possible. Mr. O'Brien thanked Mr. Pashek for the update on the Comprehensive Plan.

ACKNOWLEDGE RECEIPT OF WRITTEN REPORTS (March 2016)

Council acknowledge receipt of the following Monthly Reports; Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection, Police, Fire and NW EMS Report, Ordinance Officer's and Building Inspection Report, Engineer's Report, Public Works Report and Crafton Celebrates Report.

Ms. Perry noted that the EMS report was not received. Ms. Scott noted it will be provided at the next meeting, they were having computer difficulty.

MAYOR'S REPORT

Mayor Bloom noted that today he celebrated the 100 Year Old Birthday of Gayle Campbell today with Representative Deasy at Crafton Plaza. He announced that he Proclaimed April 25, 2016 was Gayle Campbell Day in Crafton.

He noted that the LED light down at Crafton Park has been adjusted, and the resident if very pleased, and thanked Council for their assistance in the matter.

Mayor Bloom noted the Crafton Police have partnered with the DEA (Drug Enforcement Agency) to put unwanted or expired prescription collection box in the Municipal Building. He noted, that it is recommended that old prescriptions should not be flushed down the sewer system, as it eventually drains to the water supply. More details will be provided at future meetings.

Narcan is a reversal drug that is used in the case of heroin overdose. The Crafton Borough Police Department will begin participating in a training program through the DEA. This program includes personalized training and testing for every Officer. When an officer may be a first responder on a call for an apparent overdose, they would be able to administer Narcan to the patient. The Mayor will provide updates on these matters at future meetings.

ENGINEER'S REPORT

Mr. Minsterman recommends awarding the bid for the 2016 Road Program to Mele & Mele & Sons in the amount of \$299,946.05. The 2016 Budget includes \$500,000 for road resurfacing, the PW Director along with the Project Manager are going to prepare a listing of potential additional roads to include in the project.

Mr. Minsterman recommends final payment for the Joint Pipe Lining Project, Year 9, Payable to SHACOG in the amount of \$13,550.26.

Mr. Minsterman recommends Payment Estimate No. 6 in the amount of \$103,345.03 to Stoneridge for the Swimming Pool/Splash Pad Project. He noted the expected completion date was May 1, 2016, and that he is recommending a zero dollar change order for an additional 14 days to complete the work by May 15, 2016. The change order is being prepared and will be submitted for signature. He noted that the only remaining item is the installation of the surfacing of the spray pad area, which requires temperature of over 50 degrees for three consecutive days for a warranted installation.

Mr. Minsterman noted that plans and specifications are near completion and ready for bid for the pipe bursting contract on Duncan Avenue. This is approximately 185 lf of 24" pipe that needs to be repaired. The line is in poor condition and bursting the pipe is best solution for this line. The estimated cost for this repair is \$60,000 and included in the budget.

Mr. Minsterman provided an overview of the Flow Isolation Project, which is the result of the source reduction study of the Administrative Consent Order signed by the Borough in December 2015. The source reduction study reviews the source of infiltration into the sewer system that overloads the system causing overflows and backups. Flow Isolation identifies where the highest volume of infiltration is coming from is certain sewer lines. The belief is that 80% of the source reduction flow comes from

20% of the sewer segments. This will allow the repairs to be concentrated in that 20% of the sewer lines, reducing costs for repairs.

The Flow Isolation study is conducted between Midnight and 5:00 am to isolate and limit the amount of flow. Gateway is coordinating work with the Manager, Public Works and the Police Departments. Residents will be notified of the work when a schedule has been completed.

Mr. Levasseur inquired as the final listing of roads to be paved. The Manager noted the listing is as follows; Walnut (entire), Harris, Locust, Morton, Rodgers, and Manor.

SOLICITOR'S REPORT:

Solicitor Gladys noted that an internal inspection of the structure located at 78 Fountain was held on April 20, 2016 with the owner, his attorney, building inspector, code enforcement officer and Mr. Bolle from his office. The owner has requested a listing of repairs by Borough that would allow him to bring the property into Code. The building inspector and code enforcement office are preparing such a list.

Mr. Gladys noted there are two (2) Borough owned properties that in the past have been regarded as Tax Exempt (Ewing Road and Lincoln Avenue). A few years ago, for some reason, the exemption status was removed. His office has successfully had that status returned for the years 2016 and on, however, delinquent taxes are still outstanding for previous years. His office has prepared a letter regarding this matter to be sent to the County and School District.

Mr. Gladys noted, The Pennsylvania State Ethic forms are due May 2, 2016. If anyone has any questions on these forms, please contact his office.

BUSINESS AGENDA

COMPREHENSIVE PLANNING

Mr. O'Brien noted that a Steering Committee Meeting is scheduled for May 2, 2016 at 7:00 pm at Crafton Borough Building.

MOTION: It was moved and seconded (*Damits/Levasseur*) to authorize the printing and mailing of an informational flyer to be sent to Crafton Residents providing an update on the Comprehensive Plan, estimated cost not to exceed \$2,500.

MOTION #4 was moved and seconded by a Unanimous Voice Vote (5-0).

Ms. Damits inquired as to the timeframe of sending out the mailer. Mr. Levasseur noted that the Committee is working on the actual mailer and will be able to provide more information after the May 2, 2016 Steering Committee Meeting.

PUBLIC WORKS

MOTION: It was moved and seconded (*Perry/Damits*) to award the 2016 Road Resurfacing Project to Mele & Mele and Sons for a bid price of \$299,946.05 as recommended by the Engineer.

Ms. Damits inquired if this firm was new to the area or if Gateway has had any previous experience with them? Mr. Minsterman noted they are newer to the area, and Gateway has worked with them in the past. An inspector will be on site during construction. He doesn't foresee any issues or problems.

MOTION #5 was carried by a Unanimous Voice Vote (5-0).

MOTION: It was moved and seconded (*Levasseur/Damits*) to authorize the Final Payment Request for the Joint Pipe Lining Project Year 9, Payable to SHACOG in the amount of \$13,550.26 as recommended by the Engineer.

MOTION #6 was carried by a Unanimous Voice Vote (5-0).

MOTION: It was moved and seconded (*Damits/Glaser*) to authorize Payment No. 6 to Stoneridge, Inc. for the Spray Pad Project at the Pool in the amount of \$103,345.03 as recommended by the engineer.

MOTION #7 was carried by a Unanimous Voice Vote (5-0).

FINANCE

Mr. O'Brien noted that the Borough received the 2016 Municipal Risk Management (MRM) Annual Dividend. Ms. Scott noted the Borough received \$33,930.13 representing the annual dividend for the Municipal Pool for Worker's Compensation.

Ms. Perry inquired if there was ever a year that a dividend wasn't paid out. Ms. Scott noted that since MRM has been paying out a dividends to Members, she was not aware of a year one was not paid.

PERSONNEL

MOTION: It was moved and seconded (*Levasseur/Damits*) to hire Carol Polichio as summer Crossing Guard for the Pool.

MOTION #8 was carried by a Unanimous Voice Vote (5-0).

ADMINISTRATION

Mr. O'Brien noted that Jordan Tax Services will be collection Real Estate Taxes at the Borough Building on Tuesday, April 26, 2016 from 1:00 pm to 4:00 pm and again on Friday, April 29, 2016 from 9:00 am to Noon.

Mr. O'Brien noted that a Special Clean Up for Crafton Borough Residents has been scheduled for Saturday, April 30, 2016 at Crafton Park 10 am to 1 pm. Items collected include; Building Materials, Bulk Items, Household Clutter, Yard Debris and Small Appliances. Items that will NOT be collected include; Tires or Rims, Auto Parts, Refrigerators or AC Units, Paint or Electronic Waste

DISCUSSION ITEMS:

Mr. O'Brien asked if any member of Council has any items they wished to discuss. Ms. Perry noted, reminded Council at the next Meeting in May, as agreed upon at the Special Meeting on April 13, an expanded discussion section has been scheduled and will appear on the Agenda.

Ms. Damits thanked Mr. Levasseur for the work he completed on the cleaning of the basement. The area looks great. Mr. Levasseur noted that abatement for mold has been successfully completed, and additional tasks will need to be completed by the Public Works including painting and installation of lighting. After completion, it should be ready to be utilized for storage.

CITIZEN COMMENTS

Jerry Petronsky, 16 Taylor Street, appeared before Council regarding regulations on burning in Crafton. He noted he had various health issues and the neighbor living at 46 N. Linwood utilizes a fire pit to burn paper, leaves, twigs, all sorts of items on a regular basis causing the area to be very smoky and difficult for him to breath.

He contacted the Code Enforcement Officer and the Police Department on the matter. He noted the Ordinance reads NO burning of any kind in Crafton. According to the Code Officer, the Borough follows Allegheny County regulations on burning.

Mr. Petronsky stated that the burning of this fire pit, should be prohibited. He is requesting Council to look into the matter. The Mayor noted he will contact the Police Department to make sure that the fire pit is put out.

Mr. O'Brien noted no other citizen signed up to speak before Council.

ADJOURNMENT

MOTION: It was moved and seconded (*Levasseur/Damits*) to adjourn the meeting at 8:15 P.M.

MOTION #9 was carried by a Unanimous Voice Vote (5-0).

Respectfully submitted,
Ann C. Scott
Borough Manager