

**COUNCIL MEETING
Minutes of December 8, 2014**

CALL TO ORDER

President Hayes called to order the Agenda Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mr. Crown. ROLL CALL, by Mrs. Tremblay, recorded Six (6) members of Council present as follows: Mr. Amendola, Ms. Amendola, Mr. Crown, Mr. Phillips, Ms. Weitzel and Mr. Hayes (*Absent: O'Brien*) Also present were Mayor Bloom, Solicitor Daley, Manager Trant and Manager Grass, and Director Kaczorowski.

President Hayes announced that an Executive Session was held prior to the meeting to discuss a personnel matter; no action taken.

BILL LIST APPROVAL

MOTION: It was regularly moved and seconded (*N.Amendola/F.Amendola*) to approve the Bill List dated December 8, 2014.

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

APPROVAL OF MINUTES

November 24, 2014 – Not Available

CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items only

None

DISCUSSION AND BUSINESS AGENDA

1. ADMINISTRATION

- a. **MOTION:** It was regularly moved and seconded (*Phillips/F.Amendola*) to adopt the 2015 General Fund, Road Tax Fund and Sewer Fund Budgets.

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

- b. **MOTION:** It was regularly moved and seconded (*Weitzel/N.Amendola*) to adopt Ordinance No. 1629 fixing the Tax Rate at 5.67 mills on real estate property for 2015 fiscal year and fixing rate of the Special Road Improvement Fund at 1.42 mills. **COMMENTS:** No tax increase needed; balanced budget.

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

- c. **MOTION:** It was regularly moved and seconded (*Crown/N.Amendola*) to adopt Resolution 2014-23 fixing the salaries of certain employees effective January 1, 2015 and establishing holidays, vacations, sick leave and other benefits and providing disciplinary procedures for the violations thereof; and repealing inconsistent ordinances and resolutions. **COMMENTS:** Residency requirement section was discussed; Police Secretary is not a resident of Crafton. Discussed amendment to the Resolution with possible waiver of the residency requirement by Council on a case-by-case basis. Agreement to consider adoption of Resolution as is, and to consider future amendment.

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

- d. **MOTION:** It was regularly moved and seconded (*N.Amendola/Crown*) to adopt Resolution 2014-24 establishing a general schedule of fees, costs, charges and expenses for the year 2015 and Repealing any and all Resolutions inconsistent therewith.

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

- e. **MOTION:** It was regularly moved and seconded (*F.Amendola/Phillips*) to appoint Joseph Hayes to the Crafton Borough Civil Service Commission for a term that shall expire July 1, 2020. **COMMENTS:** Concerns were expressed that Mr. Hayes’ out-of-town work schedule make present a problem if immediate need for the Commission to meet. It was noted that meetings could be scheduled based on his work schedule and that in the event he is not available, there is an alternate member. If necessary, Mr. Hayes could later resign the position and try to appoint someone else at that time.

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

(Note: Original Motion to reappoint Susan O’Connell was made; gained no second. Motion to appoint Phillip LaVasseur was made and seconded; however motion was later withdrawn since Mr. LaVasseur currently serves on the Planning Commission. Advice of Solicitor that this is a conflict in accordance with the Borough Code, and he cannot serve on both commissions. However, one member of Council may serve. Mr. Lavasseur withdrew consideration of appointment to the Civil Service Commission in order to remain a member of the Planning Commission. Motion to reappoint Ms. O’Connell was again made, with no second to the motion.)

- f. **MOTION:** It was regularly moved and seconded (*N.Amendola/F.Amendola*) to authorize Schneider Downs to conduct a transitional financial audit for an amount not to exceed \$ 9,300.

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

- g. **MOTION:** It was regularly moved and seconded (*Phillips/N.Amendola*) to approve the purchase of two new laptop computers, for administrative purposes, for an amount not to exceed \$ 2,000. under government contract with Dell.

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

- h. **Discussion:** 2015 Council Meeting Schedule/Advertisement.

MOTION: It was regularly moved and seconded (*N.Amendola/F.Amendola*) to authorize advertisement of the 2015 Council meetings be the same as 2014; to be held on the 2nd and 4th Monday of each month, 7:15 pm.

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

- i. **Discussion:** Solicitor RFP Process. Manager Trant reported that the Committee met and reviewed the proposals; received eleven proposals. They will narrow the candidates down to two or three for Council’s consideration. Mr. Hayes reported that he plans to contact municipalities referenced by the candidates for feedback. Interviews of those candidates will then be open to all of Council.
- j. **Discussion:** President Pro-Tem / Election: Position is vacant due to the resignation of Tracy Post. Floor Open for Nominations: Michael Crown nominated/no other nominations. Floor Closed.

MOTION: It was regularly moved and seconded (*N.Amendola/F.Amendola*) to elect Michael Crown to the position of President Pro-Tem.

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

Ms. Weitzel inquired on the status of the other vacant positions held by Ms. Post; being the CharWest COG representative and also the Chair of the Recreation Committee of Council. Mr. Hayes asked if there was interest by any of the members present, to serve in these positions. Mr. Hays stated that he would also ask Mr. O’Brien if he would be interested, since he was not present. Mr. Crown said he would serve as the CharWest COG rep if Mr. O’Brien did not want to; Mr. Amendola noted likewise with regard to Chair the Recreation Committee.

2. ORDINANCE

- a. **Discussion:** Lyons/Divison Street – Advertise an Ordinance for Prohibited Parking on Trash Collection Day. **COMMENTS:** It was reported that Waste Management cannot access Lyons street for trash collection due to cars parked across from Lyons Street, on Division. Mayor, Chief and/or Director Kaczorowski to meet with Waste Management to clarify the exact location and distance on Division Street to be put into the Ordinance for consideration; for action at the second meeting in January.

MOTION (*added*): It was regularly moved and seconded (*N.Amendola/F.Amendola*) to advertise an amendment to the Borough Parking Ordinance to Prohibit Parking on a portion of Division Street, across from Lyons Street, on Garbage Day.

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

3. PLANNING/ZONING

- a. **MOTION:** It was regularly moved and seconded (*N.Amendola/Crown*) to re-appoint Stephen Palchowski to the Crafton Borough Zoning Hearing Board for a three year term which shall expire on December 31, 2017.

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

4. PUBLIC SAFETY

- a. **MOTION:** It was regularly moved and seconded (*F.Amendola/N.Amendola*) to ratify administrative action to provide written Agreement termination/non-renewal notice to Robinson Emergency Medical Services (REMS) as required. **COMMENTS:** Ms. Weitzel asked for clarification of this action since she was not in attendance at the last meeting. Mr. Phillips expressed concern that this action was taken as a result of a decision/vote taken in Executive Session, in violation of the Sunshine Law. President

Hayes reported that there was no vote taken in Executive Session; that the discussion led to authorizing Manager Trant to review the Agreement with REMS and to act accordingly, in the best interest of the Borough. Manager Trant noted that he reviewed the Agreement and found the 120 day notice not to renew requirement was due by December 5th; and knowing that such action needed to be taken prior to this Council meeting, he sent the notice to REMS. He also noted that if, in fact, Council did not want the 120 day notice sent, the notice could be rescinded in a timely manner; this is why the motion to ratify his action is on the Agenda for Council’s consideration and action. Solicitor Daley confirmed this action, citing that any action in violation, or perceived to be in violation, of the Sunshine Act can be cured by Council at a public meeting subsequent to the action taken. Mr. Phillips contended that a violation exists and needs investigated, which he may pursue.

MOTION carried by a Four Yes, Two No (Phillips, Weitzel) Roll Call Vote (4-2).

5. PUBLIC WORKS

- a. **MOTION:** It was regularly moved and seconded (*Crown/N.Amendola*) to approve final payment to Plavchak Construction in the amount of \$5,817.87 for the 2013 Salt Storage Shed Project, as recommended by Gateway Engineers.

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

- b. **MOTION:** It was regularly moved and seconded (*Crown/N.Amendola*) to approve payment to SHACOG in the amount of \$14,867.08 for the third and final payment for the Year 3 - Joint O&M Point Repair Project, as recommended by Gateway Engineers.

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

- c. **MOTION:** It was regularly moved and seconded (*Crown/N.Amendola*) to approve payment to SHACOG in the amount of \$26,625.62 for the First payment for the Year 4 - Joint Municipal O&M CCTV Inspection and Cleaning Contract, as recommended by Gateway Engineers.

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

- d. **MOTION:** It was regularly moved and seconded (*N.Amendola/Crown*) to approve Payment No.1 to Niando Construction in the amount of \$55,187.64 for the 2014 Inlet Rehabilitation Project, as recommended by Gateway Engineers.

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

ADDED:

- MOTION:** It was regularly moved and seconded (*Phillips/N.Amendola*) to approve the hiring of Joshua Withers as a permanent police officer, effective January 1, 2015, with him successfully completing his probationary period.

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

ADDITIONAL CITIZEN COMMENTS:

Jacqueline LaVasseur, 401 Clearview Avenue – Reminded everyone of the upcoming House Tour on Dec. 14th. Mr. Amendola also reminded everyone of the upcoming Murder Mystery Dinner,

CRAFTON BOROUGH

December 8, 2014

sponsored by Crafton Celebrates, to be held on January 24th at the American Legion. Mr. Crown announced that Santa Claus will be in town on Saturday, Dec. 20th, sponsored by the CVFD.

ADJOURNMENT

MOTION: It was regularly moved and seconded (*Phillips/Crown*) to adjourn the meeting.

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

Respectfully submitted,
Mary Tremblay, Borough Secretary