

**COUNCIL MEETING
Minutes of October 27, 2014**

CALL TO ORDER

Ms. Amendola, President Pro-Tem, called to order the Regular Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mr. Phillips. ROLL CALL, by Mrs. Tremblay, recorded (6) members of Council present as follows: Mr. Amendola, Ms. Amendola, Mr. O'Brien, Mr. Phillips, Ms. Weitzel and Mr. Hayes (telephonic attendance). Also present were Mayor Bloom, Solicitor Daley, Engineer Minsterman, Manager Trant, and Director Kaczorowski.

MAYOR'S PROCLAMATION

A Mayor's Proclamation was read and presented by Mayor Bloom to Father Walt and Sister Geri for St. Philips School acknowledging their 100th anniversary.

BILL LIST APPROVAL

MOTION: It was regularly moved and seconded (*Phillips/F.Amendola*) to approve the Bill List dated October 27, 2014.

MOTION carried by Unanimous Voice Vote (6-0), with exception noted by Mr. O'Brien (#400.11).

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*F.Amendola/O'Brien*) to approve the Meeting Minutes of September 22, 2014 and October 13, 2014.

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

CITIZEN'S PRESENT TO ADDRESS COUNCIL

None

RECEIPT OF WRITTEN REPORTS (September 2014):

Council acknowledged receipt of the following written reports: Treasurer's Reports (*July/August*), Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report, Manager's Report, Ordinance Officer's Report, Building Inspector's Report, Public Works Report, ~~REMS Report, CVFD Report~~ and Engineer's Report.

ENGINEER'S REPORT

Engineer Minsterman reported that the Thomas Street sewer separation project is scheduled to begin the week of the 29th. The 2014 Road Program was inspected for additional punch list items; in the process of being resolved and a final invoice will be recommended. The Inlet Rehab project has been awarded and work should start in mid-October.

Manager Trant reviewed his report with Council and explained his method of reporting various activity, updates and if action needed.

BUSINESS

1. ADMINISTRATION

- a. Council Vacancy and Council Vice President – Appointment

The floor was open for nominations for the vacant Council seat. Procedures were discussed; interview of candidates not required, additional candidates can be considered if no one appointed by majority vote.

First Candidate: Michael Crown

- i. **MOTION:** It was regularly moved and seconded (*F.Amendola/Phillips*) to appoint Michael Crown to fill the vacant Council seat until it's expiration on December 31, 2015, and to adopt Resolution No. 2014-17 confirming this action.

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

The floor was open for nominations for Borough Council Vice President.

- i. **MOTION:** It was regularly moved and seconded (*F.Amendola/Phillips*) to appoint Nina Amendola to the position of Borough Council Vice President.

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

- b. Borough Manager Job Description and advertisement.

- i. **MOTION:** It was regularly moved and seconded (*Hayes/Phillips*) to approve the Borough Managers job description and hiring advertisement. **COMMENTS:** Ms. Amendola reported that the Manager Search Committee met prior to the Council Meeting to review information for the advertisement. Revisions were considered: changes minimum requirement to up to five years experience (replacing 5-7 years), Salary up to \$80,000, and, rather than a residency requirement, it will read something to the affect of: Shall be available in a reasonable amount of time to respond to situations occurring in the Borough after office hours which are within the realm of the Manager's duties. Manager Trant advised that Resumes are due in by end of day on November 14th, the plan to interview during December with the Committee, interview with Council during January, and appointment in February.

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

- c. District Court Lease – Approval

- i. **MOTION:** It was regularly moved and seconded (*Phillips/ F.Amendola*) to approve the ten-year lease with Allegheny County for the District Magistrate Office located at 136 Bradford Avenue.

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

2. BLIGHT & ABANDONED PROPERTY

- a. 13 Union Avenue – Demolition Contract Award

- i. **MOTION:** It was regularly moved and seconded (*Weitzel/F.Amendola*) to award the demolition contract, for 13 Union Avenue to Continental Construction in the amount not to exceed \$9,000. For the Base Bid, as recommended by Gateway Engineers.

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

- b. CDBG – Demolition/Slums and Blight Concurring Resolution

- i. **MOTION:** It was regularly moved and seconded (*Weitzel/Phillips*) to adopt Resolution No. 2014-18 - Demolition/Slums and Blight Concurring Resolution, for the purpose of making application for Allegheny County Department of Economic Development CDBG funds for the demolition of certain vacant and

dilapidated structures located within the Borough of Crafton. **COMMENTS:** Manager Trant explained the necessity of this Resolution; annually CDBG funds are available for various projects, a pre-application was submitted for the demolition of three blighted properties, but only one is being considered for approval – 217 Lincoln Street.

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

- c. Committee Meeting/Properties Review – Ms. Weitzel requested that a meeting be scheduled with the Blight/Abandoned Property Committee and Manager Trant. Mr. Amendola expressed concerns that the Manager need not attend; has other priority tasks. It was the consensus that he should attend the first meeting to clarify their purpose, code review, inspections, tasks, etc., working with the Ordinance Enforcement Officer (*D. Morgan*) and Council Chairperson (*Weitzel*).

3. BUDGET / FINANCE

- a. Southwest Allegheny County Tax Collection – Delegate/Alternate
 - i. **MOTION:** It was regularly moved and seconded (*Hayes/Phillips*) to adopt Resolution No. 2014-19, amending Resolution No. 2009-17, appointing the Borough Manager as Crafton Borough’s primary voting delegate, and Council Vice President as the alternate delegate, to the Southwest Allegheny County Tax Collection Committee.

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

4. PARKS / RECREATION

- a. Board Appointments
 - i. **MOTION:** It was regularly moved and seconded (*F.Amendola/O’Brien*) to re-appoint Linda Breeden to the Crafton Recreation Board for a four-year term to expire on September 30, 2018.

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

- ii. **MOTION:** It was regularly moved and seconded (*Weitzel/Phillips*) to re-appoint Suzy Kozy to the Crafton Recreation Board for a four-year term to expire on September 30, 2018.

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

- 5. **PUBLIC SAFETY** – Mr. Amendola and Director Kaczorowski will look into a strobe-type light to be installed on the traffic signal on Steuben at Foster/West Crafton; something needs to get the attention of drivers who are looking past the first light to the second light, and actually driving through the red light. Engineer Minsterman advised that this should be reviewed with PennDot.

6. ORDINANCE

a. Traffic/Vehicle Ordinance

- i. **MOTION:** It was regularly moved and seconded (*F.Amendola/O'Brien*) to adopt Ordinance No. 1628 amending Chapter 214 of the Borough of Crafton Codification of Ordinances, §214-35 Parking Prohibited at all times; Steuben Street, and §214-25 Stop Intersections established; intersection of Lawson and Josephine and intersection of S. Linwood and Promenade.

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

7. COMPREHENSIVE PLANNING

a. Joint Comprehensive Plan Consultant RFP

- i. **MOTION:** It was regularly moved and seconded (*Weitzel/Phillips*) to authorize advertisement of a Request for Proposal (RFP) for a Consultant to complete the Crafton/Ingram Joint Comprehensive Plan and Five-year Financial Management Plan.

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

ENGINEERS REPORT

Engineer Minsterman reported that the work on Harris Street is scheduled to start next week. He also reported that there was a problem with the sewer lining work done on Woodlawn, which required a street opening by the contractor. The contractor is aware that this was new paved and is required to restore the paving from curb-to-curb, per Borough Ordinance.

ADDITIONAL CITIZEN COMMENTS

Rachel Mehl, 110 S. Grandview – Requested better detour signage to the CIT baseball fields to reduce the number of lost drivers/vehicles on area streets.

Mayor Bloom introduced a representative from Amazon, announcing employment opportunities in the area (old Horne’s warehouse beside Thornburg Bridge). Information will be made available on the Borough Website.

ADJOURNMENT

MOTION: It was regularly moved and seconded (*F. Amendola.Weitzel*) to adjourn the meeting.

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

Respectfully submitted,
Mary Tremblay, Borough Secretary