

**COUNCIL DISCUSSION MEETING**  
**Minutes of Monday, June 12, 2017**

**CALL TO ORDER**

President Amendola called the Discussion/Agenda Meeting of Crafton Borough Council to order, in Council Chambers of the Community Center. Flag Salute led by Ms. Glaser. ROLL CALL, by Manager Scott, recorded seven (7) Members of Council present as follows: Mr. Amendola, Ms. Glaser, Ms. Damits, Mr. O'Brien, Ms. Perry, Mr. Levasseur and Ms. Amendola. Also present Mayor Bloom, Solicitor Gladys and Manager Scott.

**BILL LIST APPROVAL**

**MOTION:** It was moved and seconded (*Perry/Levasseur*) to approve the payment of bills on the Bill List dated June 12, 2017.

MOTION #1- carried by a Unanimous Voice Vote (7-0)

**ACCEPTANCE/APPROVAL OF MINUTES**

**MOTION:** It was moved and seconded (*F. Amendola/O'Brien*) to accept the Meeting Minutes dated May 22, 2017 as presented.

MOTION #2 - carried by a Unanimous Voice Vote (7-0).

**CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items only**

No citizens signed up to speak before Council on Agenda Items.

**SOLICITOR'S REPORT**

Solicitor Gladys noted there was a matter regarding the PNC Capital Lease Agreement, Council authorized a lump sum payment in the amount of \$31,000 in April. This reflected the monies received through the DEP 902 Recycling Grant. PNC took the position a prepayment penalty was included in the agreement. After discussion, PNC accepted the lump sum payment and provided an amended amortization schedule. The length of the lease will remain the same, however, the monthly principal and interest payment will be reduced.

Solicitor Gladys noted the Borough Tax Collector has submitted her resignation effective July 1, 2017. In accordance with the Borough Code, Council must appoint a replacement within 30 days to finish the term.

Ms. Scott noted, officially Jordan Tax Service is the Borough Tax Collector, but in accordance with the Borough Code, each Borough must have an elected or appointed Tax Collector. The tax collector is required to sign off and approve the reports submitted by Jordan.

Ms. Scott indicated, Carlynton School District contacted the Borough, they would like to work with Borough and perhaps appoint the same person to the position, similar to the current arrangement, noting the School District utilizes Jordan Tax Services as well. The Business Manager recommended someone from the Borough Offices, familiar with the tax collection reports and the requirements of the position.

Mayor Bloom inquired if anyone ran for Tax Collector in the primary election. Ms. Scott noted, there were a few write-ins, however, no one ran for the actual position.

Ms. Glaser inquired if Carissima Kerns from Administration Office would be interested in the position. Ms. Scott stated, that was her recommendation, she discussed with her, she is interested in the appointment.

Mr. O'Brien inquired how Ms. Kerns would confirm her interest to Council on the appointment. Ms. Scott stated she would submit a letter of interest. The Mayor inquired if any other resident could submit a letter of interest in the position. The solicitor confirmed, anyone can submit a letter for the appointment. Mr. Levasseur inquired if the appointment would be through the current term of December 31, 2017 or extend, since no one ran for the position. The Solicitor stated the appointment would be through the end of the term. Council could reappoint in January, unless someone ran for the position in the regular election. Ms. Perry inquired if there were sufficient write-ins in the primary election? Ms. Scott stated she would need to check with the County Election Bureau regarding the policies on write-ins.

**MOTION:** It was moved and seconded (*Levasseur/Glaser*) to accept the resignation of Patricia A. Keeley as of July 1, 2017 and to notify Jordan Tax Service.

MOTION #3- carried by a Unanimous Voice Vote (7-0)

The Solicitor noted there may be potential litigation regarding the work completed at the Splash Pad at the pool. His offices will be preparing a letter to the bonding company of the contractor regarding outstanding matters. A short discussion of the issues occurred. The Solicitor will keep Council abreast of any developments on this matter.

## **MAYOR'S REPORT**

Mayor Bloom noted Crafton Police participated in Pennsylvania Click It or Ticket Program, from May 15 through June 4, 2017. This program is fully funded by the State. The program resulted in numerous violations including seat belt, speeding, suspended licenses, and other citations.

## **BUSINESS AGENDA**

### ***PUBLIC WORKS***

**MOTION:** It was moved and seconded (*F. Amendola/Levasseur*) to authorize Payment Request No. 2 & Final to State Pipe Services in the amount of \$4,992.00 for the Duncan Avenue Sewer Project as recommended by the Engineer.

MOTION #4- carried by a Unanimous Voice Vote (7-0)

Ms. Scott noted that a preconstruction meeting was held with El Grande regarding the 2017 Road Program. A schedule has not yet been determined, we are working with the water company on the replacement of the waterline on Ewing Road.

### ***PUBLIC SAFETY***

**MOTION:** It was moved and seconded (*F. Amendola/Glaser*) to authorize advertise Ordinance No. 1641 regarding the installation of a Stop Sign at the intersection of Fountain Avenue and Chartiers Avenue in the Borough of Crafton, as recommended by the Crafton Borough Police Department and the City of Pittsburgh.

Ms. Damits inquired if a traffic study was completed. Ms. Scott noted a traffic study is not required. Three reasons a stop sign may be installed, under PA Vehicle Code; 1. Site Visibility; 2. Number of Accidents and 3. Volume of Traffic. Ms. Scott noted a traffic study was completed by the City of Pittsburgh and recommended the installation of a stop sign.

Mayor Bloom noted the City of Pittsburgh will install a stop sign heading up Chartiers, while the Borough would install the sign going down Chartiers. Mayor Bloom stated he has concerns with the number of buses that travel Chartiers Avenue, stopping and accelerating, fumes and noise will be a concern of the neighbors should these stop signs be installed.

Mr. O'Brien inquired if any complaints were received regarding this intersection. Ms. Scott stated she has not received complaints, however, the City of Pittsburgh contacted her to inform them they are installing a stop sign on the City side of the intersection. As a courtesy they inquired if Crafton would like to make this a three way stop sign.

Mr. Amendola noted he believes it is a good idea, especially with the fact the City is installing a stop sign on their side of the intersection, Crafton should proceed and install on their side as well.

Discussion continued on the matter of the stop sign installation. Ms. Amendola noted there is a motion on the floor, and it is for authorization to advertise the Ordinance. After a roll call vote;

MOTION #5- carried by a Unanimous Voice Vote (6-1)

**MOTION:** It was moved and seconded (*F. Amendola/O'Brien*) to authorize the extension of the Emergency Medical Services Contract with Northwest EMS for a three (3) year period.

Ms. Perry inquired as to length of the current contract with Northwest. Ms. Scott noted this is an annual contract with automatic one year renewal, and they are requesting consideration of making it a three year contract.

Mr. Levasseur inquired if Northwest would be able to come to the next Council Meeting and discuss the contract with Council. Ms. Scott noted a monthly report is received by Northwest that provides information on times and number calls, etc. Ms. Perry would like to have additional discussion with Northwest prior to extending their contract.

Ms. Glaser noted that a presentation was given when Northwest came into Crafton a few years ago and took over this service from Robinson.

Ms. Scott noted the agreement may be terminated by Crafton Borough or Northwest with 30 days written notification.

Mr. Levasseur asked that a representative come to the next Council Meeting and make a presentation, review their overall response times, any facilities requests they may need, etc.

Ms. Amendola noted that the motion to extend the contract will need to be tabled.

**MOTION:** It was moved and seconded (*Perry/F. Amendola*) to table the extension of the Emergency Medical Services Contract with Northwest EMS for a three (3) year period until after a presentation is made by their representative.

MOTION #6 – Motion Tables by a Unanimous Voice Vote (7-0).

## **FINANCE**

Ms. Scott noted the Borough received Payment Request No. 1 in the amount of \$76,944 through ALCOSAN Grow Grant for the Thomas Street Project. There is a balance of \$13,777 which will be reimbursed once flow data, as built drawings and other information is provided to ALCOSAN. Ms. Scott reminded Council this is reimbursement for a sewer separation project completed and paid for in 2013.

## **DISCUSSION ITEMS**

Mayor Bloom stated the 2006 Rescue Truck 128 is equipped with a Cummins diesel engine. Recently, the Department experienced problems, the truck was taken to the dealer to determine the problem. Two valve sleeves in the engine are broken and need to be repaired, estimated cost is \$13,777.94. This expenditure was not included in the 2017 budget.

Ms. Perry inquired who owns the fire department vehicles. Mayor Bloom noted the Borough owns the three large rescue trucks, the fire department owns the smaller truck.

Ms. Amendola inquired if there are monies budgeted elsewhere we can take from for the repairs. Ms. Scott explained, each year we budget \$22,000 to transfer in December to the equipment fund for the Fire Department. In 2016, this amount was reduced to \$12,000 for the purchase of additional bunker gear at a cost of \$10,000. She is recommending that prior to the transfer to the equipment fund in December, review the overall Fire Department budget totals, and if any monies are available include in the transfer for equipment.

**MOTION:** It was moved and seconded (*Levasseur/Perry*) to authorize the repairs to the Fire Department Truck Rescue 128 in the amount of \$13,777.94 as requested by the Fire Department.

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

Ms. Damits inquired what is the Community Pot Luck? Ms. Scott noted the Pot Luck is held by the Community Gardens.

Ms. Damits inquired if she could be provided a listing of the members of Recreation Board. Ms. Scott noted the updated listing is on the Google Drive, however, she will provide her a copy.

Ms. Damits inquired when in the rear parking lot could be completed. Ms. Scott noted it is Pool Season, Crafton Celebrates and the Public Works is aware they need to give the lot some well-deserved attention.

Mr. O'Brien inquired as to the Church on Belvidere, is that considered a vacant property. Ms. Scott noted the Methodist Church still owns the property and there have recently been persons inside making repairs to the inside of the structure, painting and replacing floors. Mr. O'Brien inquired what designates a property as vacant. If you maintain the outside of a home, however, no one lives in the home, is a "plan" for the property submitted to the Borough for approval? How long can a property owner not occupy a business, home or church, before it is designated a vacant property?

Mr. Levasseur noted a seasonal property is different from an abandoned property. Policies on vacant property needs to be reviewed and updated.

Ms. Perry stated unsecure and unmaintained properties would need to be included in the definition of vacant property.

Mr. Amendola suggested the Borough Solicitor look into the definition and bring back to Council for the next meeting.

Mr. O'Brien stated that damages may occur inside a home or structure. Example, perhaps water damages, the outside may be maintained, but the inside has not been take care of for a period of time. How long can a property be maintained on the outside, but nothing has been repaired on the inside?

Ms. Perry noted that brings Council full circle. The Comprehensive Plan recommends a committee to be formed to combat blight and to eliminate such problems before it gets out of hand. To look at current ordinances and evaluate should they need to be updated.

Ms. Perry inquired if the Comprehensive Plan has been adopted by Ingram. Ms. Scott stated, Ingram meeting was this evening as well, and their plan was to adopt the Plan. Discussion by Council on the Plan and organization and appointment of a working group/committee continued.

Ms. Amendola suggested the Manager follow up with Ingram, if they adopted the Plan and if they would be interested in meeting with Crafton Council again at a Special Meeting to continue discussions on possible joint projects.

Mr. Levasseur inquired if the Cloud GIS project has been completed. Ms. Scott stated that it was still work in progress and should be completed over the next few weeks. Mr. Levasseur inquired once installed, if Gateway could do a presentation to Council and the residents, demonstration how the system works and how it will benefit the entire Community. He would like to be a part of the demonstration and training, if his scheduling permits.

Mr. O'Brien stated, getting back to vacant property, if you invest in a property and the neighbor property is vacant, it may not look terrible from the outside, however, it is no longer a business or home, and may devalue the entire neighborhood. Like the property on Belvidere, it is a huge parcel, currently not in use or vacant, it changes the entire nature or texture of the neighborhood. Neighbors asking, when something might happen, when does it become nuisance property.

Ms. Amendola noted 96 Noble, same sort of scenario. Repairs to this particular commercial property have been negligible, at best and it has been in poor condition for years. There are processes a Municipality must go through. Ms. Perry suggested that with the comprehensive plan, perhaps Crafton can speed up those processes in the future.

Ms. Amendola suggested the Manager speak with Ingram and schedule our next joint meeting to discuss next steps. She suggested Monday, July 17, 2017 at 6:30 pm with an alternate date of Tuesday or Wednesday that same week.

**MOTION:** It was moved and seconded (*Perry/Glaser*) to authorize to advertise a Special Joint Meeting for Monday, July 17, 2017 at 6:30 pm in Crafton, with the Borough of Ingram to continue discussions on the Comprehensive Plan, with alternate dates that week dependent upon Ingram availability.

MOTION #8- carried by a Unanimous Voice Vote (7-0).

Ms. Glaser recommended the meeting not be held on Thursday, July 20, it is one of the Concerts in the Park series.

## **ANNOUNCEMENTS**

Ms. Amendola made the following announcements;

- *POOL OPENED REGULAR SEASON HOURS*  
*Monday through Saturday Noon to 8 pm and Sunday, 1 pm to 7 pm.*  
Passes are sold in the Administration office between 9 am and 4 pm
- *ST. PHILIPS FESTIVAL – June 14 through June 16, 2017*

- *CRAFTON LIBRARY – THROUGH THE PAGES GALA (Celebrating 85 Years) Friday, June 16, 2017 – Craftonian Hall, 7 pm to 10 pm; Tickets are available on line or at the Library.*
- *SENIOR DINNER – Saturday, June 17, 2017; Doors open at 5 pm.*
- *CRAFTON CELEBRATES – June 30 – July 4, 2017 Parade, Food, Fireworks – Fun for ALL Ages!*

### **AUDIENCE AGENDA**

Kathleen Watson, 74 Fountain, inquired to the timeframe for the demolition of the properties. Ms. Scott noted the plans and specs are out, bids are due by July 6, 2017. After which time the Engineer will review and make a recommendation to Council, which would then need to be awarded.

Ms. Amendola asked if by the end of August possibly the project could be completed. Ms. Scott stated it is dependent on how the bids come in and the award made by Council, however, she would suggest by the end of September work could be completed.

Ms. Watson, inquired if she could present a petition to Council of the residents for or against the installation of a stop sign at Chartiers and Fountain. She would be willing to go door to door and ask the opinion of the residents who will be affected by the installation. Ms. Amendola stated that she could certainly submit a petition for Councils information on this or any matter. Ms. Scott stated the Ordinance will not be considered until the July 10, 2017 meeting.

### **ADJOURNMENT**

**MOTION:** It was moved and seconded (*F. Amendola/Levasseur*) to adjourn the meeting at 8:55 pm.

MOTION #9 - carried by Unanimous Voice Vote (7-0).

Respectfully submitted,  
Ann C. Scott, Borough Manager