

COUNCIL DISCUSSION MEETING
Minutes of Monday, September 11, 2017

CALL TO ORDER

Vice President O'Brien called the Discussion/Agenda Meeting of Crafton Borough Council to order, in Council Chambers of the Community Center at 7:17 pm.

The Flag Salute was led by Mr. Levasseur, who noted it was 16 years since September 11, 2001, American History.

ROLL CALL, by Manager Scott, recorded seven (6) Members of Council present as follows: Mr. Amendola, Ms. Glaser, Ms. Damits, Mr. O'Brien, Mr. Levasseur and Ms. Perry. Absent from the meeting was Ms. Amendola and Mayor Bloom. Also in attendance Solicitor Gladys and Manager Scott.

Mr. O'Brien called for a moment of silence in remembrance of the Victims and the Heros of the tragedy of September 11, when America was changed.

BILL LIST APPROVAL

MOTION: It was moved and seconded (*Damits/Glaser*) to approve the payment of bills on the Bill List dated September 11, 2017.

MOTION #1- carried by a Unanimous Voice Vote (6-0)

ACCEPTANCE/APPROVAL OF MINUTES

MOTION: It was moved and seconded (*Levasseur/F.Amendola*) to accept the Meeting Minutes dated August 28, 2017 as presented.

MOTION #2 - carried by a Unanimous Voice Vote (6-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items only

Mr. O'Brien noted that no one had signed in to speak before Council on Agenda items.

SOLICITOR'S REPORT

The Solicitor noted he attended the 3 Rivers Wet Weather meeting on September 6, 2017 the Solicitors Working Group. The meeting focused on the current Consent Order with the EPA set to expire on December 1, 2017.

He noted the Borough Source Reduction Study is due December 1, 2017, being prepared by the Engineer. The Source Reduction Working Group has come up with templates that can be utilized in completion of the study. He noted it is difficult at this time to determine where the next consent order will take us, EPA will consider the Source Reduction Studies from each of the Communities before determining next steps.

The next item on the Agenda was the contract Crafton is considering with Ingram regarding the Nixle System (Emergency Resident Notification). Mr. Gladys reviewed the proposed contract; noting it was for a period of three (3) years, serving the residents of Crafton and Ingram, at a cost of \$4,500 year one and \$4,000 for years two and three with unlimited messaging.

The Solicitor discussed a few points of the contract, including the terms of service. After discussion, the solicitor noted, he did not have any concerns or reservations with the terms of service presented by Nixle. If it is Council's wish to proceed, he would recommend it contingent upon Ingram approving the Contract as well.

Mr. O'Brien inquired if every resident had to receive every notification or is there an option on the type of messages received. Ms. Scott explained when a resident signs up for the service, if they opt for text messages through Zip Code (15205), they will more than likely receive all notifications. If a resident signs up through email or voice mail, they can filter the types of messages they wish to receive.

The next item on the agenda was the Utility Service Warranty Program and the Draft letter to residents submitted for review. The Solicitor noted, Council has received a copy of the draft letter for review.

He noted, in review of the contract signed by Council with Utility Services, the earliest Council could terminate if they so desire, would be Spring 2018 without reason. The only other reason for termination is a material breach by Utility Services, which the Borough must provide them time to make right any such breach. At this point, he is unaware of any material breaches and could result in the Borough paying for any or all damages and litigation fees. He recommends providing notice to terminate the contract in Spring 2018, after the next mailing. No risk of litigation if terminated in accordance with the contract.

Mr. Levasseur inquired if the Borough terminates the contract, would notification need to be sent to the residents who participate in the program. The solicitor assured, the termination would be with the Borough, not the residents participating in the program.

Mr. O'Brien inquired if any residents who have purchased the insurance, made any complaints to the Borough. Ms. Scott noted, she is unaware of any complaints.

Mr. Amendola noted, in reviewing the draft letter, no changes were made from the previous letter sent out. None of Council's previous concerns were addressed. The letter still requires a signature and it is still on Borough letterhead. It appears the Borough is endorsing this particular firm, rather than some other firm for this type of insurance.

Ms. Perry inquired if it appears in the contract the use of the Borough letterhead. Solicitor Gladys stated that is included, they have the right to utilize the letterhead. The Borough maintains the right to review the letter being sent out, but clearly on Borough letterhead.

Mr. Levasseur suggested allowing Utility Services the use of the letterhead, but provide revisions to the letter itself, including no signature at the bottom. Solicitor Gladys provided some suggestions including the removal of a signature at the bottom.

The discussion of Council on the draft letter continued. Ms. Perry suggested that Council accept the Borough must send out the letter, however, prepare a softer version and submit for their review.

Ms. Scott will prepare a revised (red-lined) softer version of the letter and submit to Service Line Utilities for their review and approval.

Mr. O'Brien is requesting information on the success of the letter from Crafton resident any complaints on the services for those who participated? He noted it should be a very simple process to gather, if this program benefits our residents or if there are complaints, he would like to know.

MAYORS REPORT

Mr. O'Brien noted the Mayor was unable to attend the meeting, No Report at this time.

BUSINESS AGENDA

PUBLIC SAFETY

MOTION: It was moved and seconded (*F. Amendola/Perry*) to award the Emergency Resident Notification System to Everbridge-Nixle 360, for a period of Three Years at a cost of \$4,000 per year, contingent upon the approval from Ingram Council.

MOTION #3 - carried by a Unanimous Roll Call Vote (6-0).

PUBLIC WORKS

The next item on the Agenda is a discussion of the Demolition Bids received; Contract A (\$12,650) for 78 Fountain and Contract B (\$9,600) for 25 Sycamore, for a total of \$22,250; in the 2017 Budget there is \$15,000 allotted for demolition. Mr. O'Brien noted that a Tax Certification Letter for 78 Fountain has been received. Ms. Scott noted there was an individual interested in purchasing the property, however, she received notification this afternoon withdrawing his interest.

Ms. Damits inquired if there is \$7,500 elsewhere in the budget to get these properties demolished. Ms. Scott affirmed there is monies in the budget.

MOTION: It was moved and seconded (*Damits/Glaser*) to award the demolition bid to Jadell Minnifield Construction Services for Contract A and Contract B for a total of \$22,250 as recommended by the Engineer.

Mr. Levasseur recommended pictures before and after the demolition are taken, the process is well documented, to let residents know that Crafton is serious about taking care of your property and code enforcement. He requested that we do a little social networking on this matter.

MOTION #4 - carried by a Unanimous Roll Call Vote (6-0).

MOTION: It was moved and seconded (*Levasseur/Glaser*) to award the bid for the Crafton Park Improvement Project (Rain Garden) to El Grande Industries in the amount of \$222,659.25 as recommended by the Engineer. Included in the 2017 Budget and funded in part by the ALCOSAN Grow Project.

MOTION #5 - carried by a Unanimous Roll Call Vote (6-0).

MOTION: It was moved and seconded (*F. Amendola/Levasseur*) to award the bid for the 2017 Manhole Rehabilitation Project to Standard Pipe Services in the amount of \$145,850. As recommended by the Engineer and included in the 2017 Budget.

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

Mr. O'Brien noted the 2018 CDBG (Year 44) application has been submitted to the CharWest COG for \$35,100 Total Project; \$7,000 Borough Share for the installation of 10 Handicap Ramps (Angle Way; White/Stotz; Crennell/Stotz; Noble/Dinsmore; Noble/E. Crafton; Belvidere/W. Crafton; and 2 – Belvidere Street).

FINANCE

MOTION: It was moved and seconded (*F. Amendola/Damits*) to authorize to advertise the proposed 2018 Budget Meeting Schedule; October 16, 30, November 6, 8 and 15, 2017; Meetings begin at 6:30 pm in Council Chambers.

Mr. Amendola inquired if each of the meetings are Mondays, Ms. Scott stated they are Mondays and Wednesdays.

MOTION #7- carried by a Unanimous Roll Call Vote (6-0).

ADMINISTRATION

MOTION: It was moved and seconded (*F. Amendola/Levasseur*) to approve the Crafton Celebrates Executive Board as submitted; Angela Palchowski, Chair; Carri Finkbeiner, Secretary; Kim Homol, Treasurer and John Billigen, Vice Chairman.

MOTION #8 - carried by a Unanimous Roll Call Vote (6-0).

DISCUSSION ITEMS

Mr. O'Brien noted the first item on the Agenda for discussion is in reference to the proposed Letter of Intent, to be submitted to the DCED, Local Government Center, for the Regional Consolidation Study. Communities considered Crafton, Ingram, Thornburg and possibly Rosslyn Farms.

Ms. Scott explained this Letter is required to begin a Study of regionalizing police departments and a recommendation of the Early Intervention Program. She noted

Thornburg contracts Crafton for police services, therefore, they would be included in the study as well. There was discussion to consider possibly Rosslyn Farms who utilizes Scott Township.

Mr. Amendola suggested at this time, Crafton and Ingram were part of the Early Intervention Program and Comprehensive Plan. Thornburg utilizes Crafton for the police services. He recommends that Rosslyn Farms would be considered in the future, but not at this time. He reminded Council, there is No Cost for the completion of the Study to Crafton or Ingram.

Ms. Perry noted she agrees Crafton should consider the Letter of Intent and regionalized policing study. She noted, a few years ago the Boroughs of Crafton, Ingram and Carnegie did a similar study for the regionalization of the volunteer fire departments. She stated quite a bit of work was required including gathering and organizing information to complete the study. It can be a very time consuming task and there is a cost attached. She agreed with Mr. Amendola, the study should focus on Crafton, Ingram and Thornburg at this time.

MOTION: It was moved and seconded (*F. Amendola/Levasseur*) to authorize submitting a Letter of Intent to the DCED for a Regional Police Consolidation Study for Crafton and Ingram, contingent on Ingram's similar approval at their meeting this evening.

MOTION #9 - carried by a Unanimous Roll Call Vote (6-0).

The next discussion item was the Joint and Abandoned Properties, the 2012 and 2017 list have been combined, (64 properties total, 31 properties sold, renovated or demolished). The Code Enforcement Officer will be reviewing each of the properties on the list and provide an update for the September 25, 2017 meeting.

Ms. Scott noted at a comprehensive planning meeting, vacant and abandoned properties were discussed, and it was announced there were 300 properties in Crafton and Ingram total. Ms. Scott found the Blighted List on the Borough computer from 2012 and combined that listing with the current listing the Code Officer prepared in 2017. In 2013 Crafton formed a Blight Committee, and the listing submitted for review with 64 total properties, includes the properties the Blight Committee was reviewing.

Mr. Levasseur asked if we could obtain a listing of properties with no utilities or water consumption. Ms. Scott noted she contacted Jordan Tax Service, their software does not have the capability of preparing any such listing. They put her in contact with the water company, no response at this time.

Mr. Levasseur noted, one of the properties on the current list of blighted properties on Barr Avenue, had a tree fall onto it over the weekend, and asked if the Code Enforcement officer could go take a look. He believes the address is 1528 Barr.

Mr. Levasseur stated he would like to discuss our ordinances and regulations regarding gutter lines, cart ways and curbs in Crafton. He is recommending that the Borough take full responsibility for the maintenance and repairs of the gutter lines, cart ways and curbs that adjoin Borough roadways and come up with a criteria via ordinances or regulations that provide the Public Works and Engineer tools and right to maintain. Mr. Levasseur noted this is not only a storm water management issue but an aesthetic and safety issue as well. He requested that we find the appropriate funding source to complete this task through the road

fund or sewer funding. He noted, the responsibility for maintenance of the sidewalks and trees is that of the homeowner, which is clearly documented. The responsibility of the curbs, gutter lines and cart ways is not clearly documented and he is recommending this be revised.

Mr. Levasseur noted there are clearly roadways in this Community where the entire curb line is failing and it becomes a storm water management issue. He would like to see this incorporated into the road program.

Mr. Amendola suggested that the conversation continue at the next meeting when the Borough Engineer and Public Works Director are in attendance and can provide their expertise on the matter.

Ms. Damits stated she has concerns regarding the gate on Afton Street in the Park. Kids are playing on the playground, and patrons renting the shelters are driving and parking on the grassy area, making it a danger for anyone visiting the park. She would like to see those gates locked at all times during the rental season. She noted on the permit itself, it is clearly stated, no parking in grassy area.

Mr. Amendola noted, after the rental season (typically sometime after Labor Day), the gates are left open all the time allowing for driving on Afton. He would not recommend locking the gates for public safety reason, if an ambulance had to get to the playground area for instance. Mr. Amendola inquired if Ms. Damits contacted the police department of the problems at the park shelter area. Ms. Damits acknowledged she had contacted the police and the cars parked on the grassy area were addressed.

Ms. Scott noted there are No Parking signs on the gate, it is also on the rules and regulations on the permit. She will notify the Police Department to patrol the park area especially on weekends when shelters are rented.

ANNOUNCEMENTS

Mr. O'Brien made the following announcements;

- *SENIOR DINNER – Saturday, September 16, 2017, the doors open at 5 pm*
- *ALCOSAN Open House – Saturday, September 16, 2017 9 am to 4 pm*
- *BOOKTOBERFEST – Saturday, September 30, 2017, Crafton Park
2 pm to 7 pm - \$5 Admission Fee (Purchase at Crafton Library or at
craftonpubliclibrary.com)*
- *RABIES CLINIC – Saturday, October 1, 2017, Crafton Fire Department
10 am to 3 pm (Vaccinations, Micro Chip & More). There is a flyer on the back table*
- *RECYCLE EVENT – Hard to Recycle Collection Event
Saturday, October 7, 2017 – 9 am to 1 pm
Cell Phones, computer towers, microwaves, DVD players (Free collection)
Small Freon appliances, printers, tires (Fee charged). Flyer on the back table*

AUDIENCE AGENDA

No resident signed up to speak before Council on any matter.

ADJOURNMENT

MOTION: It was moved and seconded (*F. Amendola/Levasseur*) to adjourn the meeting at 8:45 pm.

MOTION #10 - carried by Unanimous Voice Vote (6-0).

Respectfully submitted,
Ann C. Scott, Borough Manager