

**COUNCIL MEETING  
Minutes of September 9, 2013**

**CALL TO ORDER**

President Weitzel called to order the Agenda Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mr. Phillips. ROLL CALL, by Mrs. Tremblay, recorded eight (8) members of Council present as follows: Mr. Hayes, Mr. Johnston, Mr. O'Brien, Ms. O'Connell, Mr. Phillips, Mrs. Post, Dr. Stewart and Ms. Weitzel; (*Absent: Stacy*) Also present were Manager Callen, Director Beechey, Solicitor Daley and Ms. Meredith (Jr.Council). (*Absent: Mayor Bloom.*)

**EXECUTIVE SESSION**

President Weitzel reported that an Executive Session of Council was held prior to the meeting to discuss contractual and litigation matters; no action was taken.

**APPROVAL OF BILL LIST**

**MOTION:** It was regularly moved and seconded (*Johnston/O'Connell*), to approve the September 9, 2013 List of Bills and Addendum.

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

**APPROVAL OF MINUTES**

**MOTION:** It was regularly moved and seconded (*O'Connell/Post*), to approve the August 12, 2013 and August 26, 2013 Meeting Minutes.

MOTION carried by Seven Yes, One Abstention (*Weitzel, 8/26/13*) Roll Call Vote (7-0-1).

**CITIZENS PRESENT TO ADDRESS COUNCIL**

Jody Hilarzewski, 266 Noble Avenue – Expressed concerns of potential excessive speeding on Noble Avenue once it is newly paved. Ms. Weitzel noted that once the Noble Avenue paving project is complete, Crafton Police will monitor the traffic on Noble for any speeding problems.

**PRESENTATION: Aron Shaffer, Laserfiche – Document Management**

Mr. Shaffer presented a slide show displaying samples of various document storage and electronic forms; example Right To Know form available on-line. He explained various uses and applications. The cost would be user-based; \$1,000 per user and annual renewal fee, per user. Set-up training at a cost of \$150. per hour, additional cost for storage space; currently using a shared (IBM) cloud. Add-on products, other electronic forms, also at additional cost. He was requested to provide a written proposal, including the scope of work, cost based on four users, for Councils review and consideration.

**SOLICITOR'S REPORT**

None

**PRESIDENT'S REPORT**

President Weitzel reported that she had received several resident inquiries on the progress of the Crafton Elementary School renovation project. She noted that she would try to get an update and possibly post something to the website, however, the school district should be providing this information to the residents.

**MANAGER'S REPORT**

Manager Callen referred Council to his written report (copy attached). Mr. Johnston asked if Manager Callen could seek an alternate bid on the garbage contract to eliminate pickups in the alleys; it may be an inconvenience to some residents but could be at a cost savings to the borough. Would need to rebid contract within next 30 days or advise Waste Management by November 30<sup>th</sup> to renew last option year.

**COMMITTEE REPORTS**

- **Recreation** – Activities update provided by Director Beechey: Doggie Swim at Crafton Pool on Sunday, 1:30-4:00 pm, Community Yard Sale in Crafton Park, sponsored by Crafton Celebrates, on Saturday, commencing at 8am, along with the Paper Shredding and E-Waste Recycling event, sponsored by Rep. Dan Deasy. Also, the approved Tailgate Party will be held in Crafton Park on Sunday, November 3<sup>rd</sup> – Confirming that the Insurance Company has no objections, no rider is necessary, but advised of increased liability exposure.
- **Public Safety** – Mr. Phillips reported that the CVFD has requested to purchase another AED, five additional pagers and five additional portable radios to accommodate increased membership – Chief Crown reported to him that it is a necessity at this time and funds are available in the Budget. Manager Callen reported that the CVFD parking lot at the rear of the borough building would be closed all weekend for the sealing/stripping project.

**BUSINESS AGENDA****PUBLIC WORKS**

**MOTION:** It was regularly moved and seconded (*Stewart/O'Connell*), to award the Salt Storage Building contract to Plavchak Construction at the total bid price of \$116,357.50 for Base Bid 1, Base Bid 2, Alternate Bid 2-A, Alternate Bid 2-B and Base Bid 3.

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

**MOTION:** It was regularly moved and seconded (*Hayes/O'Connell*), to authorize Gateway Engineers to conduct Construction Administration Services for the Salt Storage Building project at a cost not to exceed \$7,500, without submitting and receiving another signed work order authorization.

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

**MOTION:** It was regularly moved and seconded (*O'Connell/Post*), to award the Inlet Rehabilitation project to Roto Rooter at a cost not to exceed \$62,500. **COMMENT:** Mr. Callen noted the bid was actually \$77,600, but the budget for this project is only \$62,500, so one or two catch basins would be deferred to 2014. Total of 13 or 14 catch basins will be rehabbed and should be completed in approx. 3 weeks; will commence after all documents are signed and a pre-construction meeting held.

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

**MOTION:** It was regularly moved and seconded (*Hayes/Post*) to authorize Gateway Engineers to provide inspection and construction administration services for the Inlet Rehabilitation project at a cost not to exceed \$7,000, without submitting another work authorization request.

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

**MOTION:** It was regularly moved and seconded (*Hayes/Post*) to authorize Gateway Engineers to provide inspection and construction administration services on the Noble Avenue Reconstruction project at a cost not to exceed \$13,000, without submitting and receiving another signed work authorization.

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

### **PLANNING/ZONING**

~~**MOTION:**~~ — Move to reappoint John Meighan to the Crafton Borough Planning Commission for a four year term to expire April 13, 2017. **COMMENTS:** Mr. Hayes inquired as to why it was recommended to table this Motion. Manager Callen reported that there was another individual, a professional planner, interested in serving on the Planning Commission, but he has not received a definite confirmation. Mr. Johnston expressed concerns that these two seats expired back in April and should be acted on to avoid the possibility of not having a quorum. He advised that both, Mr. Meighan and Mr. Bogats, were asked and indicated that they would be interested in remaining on the Commission. The Solicitor reviewed the MPC (Municipal Planning Code), Section 202, and noted that it was unclear if individuals continue on automatically if not reappointed (... until a successor is appointed). He also advised that the Ordinance that established the Planning Commission mirrors the MPC. After discussion, Council decided to delay action on any appointments in order to develop a policy and process for soliciting for interested candidates and provide for timely appointments to committees/commissions.

*Motion Withdrawn; pending policy/process for interested candidates.*

~~**MOTION:**~~ — Move to reappoint Andrew Bogats to the Crafton Borough Planning Commission for a four year term to expire April 13, 2017.

**MOTION (added):** It was regularly moved and seconded to direct Attorney Thomas Dempsey to file a petition for Allowance of Appeal to the Supreme Court of Pennsylvania in the matter of Duncan versus Borough of Crafton.

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

### **ADJOURNMENT**

**MOTION:** It was regularly moved and seconded (*Post/O'Connell*) that this meeting be adjourned.

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

Respectfully submitted,  
Mary Tremblay, Borough Secretary

## **Manager's Report-September 9, 2013**

**Noble Ave. Improvements:** PAWC is currently replacing its waterline on Noble, & East Steuben. It is expected that this PAWC work will continue throughout this week. Pre-Construction conference with TA Robinson, the contractor selected to reconstruct Noble Avenue held on 8/27; detour signage was discussed as well as Trash pick up arrangements w/WM and resident off street parking in neighboring church parking lots (to be determined). Work should begin within the following 2 weeks. Area residents will be notified in advance when the road work will occur.

### **Demolition 1513 Barr Avenue.**

- **1513 Barr Ave.** Working on a Pre-Con w/CWCOG to begin (perhaps 3 weeks.)

### **Demolition of 227 W. Steuben**

- Pre Con onsite 9/10 at 9am; will have demo schedule at that time.

### **Salt Shed Project.**

- 9/9/13 Action Item

### **Catch Basin Inlet Reconstruction**

- 9/9/13 Action Item. Bids higher than budgeted; suggest 3 basins be eliminated from contract and do 2014.

### **Tablet & Server Training**

- Completed 9/4.

### **Contract Review/Negotiate/Refine:**

- Following contracts/documents are due to expire and/or undergoing review for re-negotiation/bidding or refined:
  - Refuse Hauling
  - Comcast Cable Franchise (expires in 2014)
  - District Magistrate Space Lease
  - Public Works Labor Agreement (expires 4/14/14)
  - Final Draft of Police Labor Agreement
  - Janitorial Services
  - Employee Handbook & Policies

**2014 Budget Meetings** should occur no later than early October; following is a 'suggested' budget formulation timeline:

- Department 'wish lists' due to Manager by Sept. 25
- Preliminary Budget by Manager to Council by October 3
- Council Budget Meetings: Oct. 7, 21; Nov. 4, 18; Dec. 2; other meetings, if needed: Nov. 6 & Dec. 4
- Projected Budget adoption December 9 Council meeting; fall back adoption meetings Dec. 23 a/o 30, if needed.

(Over)

**Out of Office/Off Site Scheduled Meetings/Initiatives:**

- September 10, Noon – 3:00pm: Gateway Lunch & Stormwater Authority discussion/strategy.
- September 11, 9am – 10am: PAWC-Bethel, discuss Street Opening/Fees
- September 12, 9am -Noon: CONNECT Ex. Com-Baldwin;  
1pm-2pm-811- Monroeville
- September 16, 9am – 11am: SPC-Street Lights-Pittsburgh  
3pm – 4pm: Workers Comp Hearing Rescheduled-Pgh.
- September 17, 11:30am -1:30pm: SH Mun. Managers Lunch Mtg.-Bethel.