

**COUNCIL MEETING  
Minutes of February 23, 2015**

**CALL TO ORDER**

Vice President Amendola 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 Five (5) members of Council present as follows: Mr. Amendola, Ms. Amendola, Mr. Crown, Mr. Phillips and Ms. Weitzel. (*Absent: Mr. O'Brien, President Hayes*) Also present were Mayor Bloom, Director Kaczorowski, Engineer Minsterman, Solicitor Daley, Manager Trant, and Manager Grass.

**EXECUTIVE SESSION:** Ms. Amendola reported that an Executive Session of Council was held on February 9, 2015, February 16, 2015 and prior to this Council Meeting to discuss personnel matters; no action taken.

**RATIFY BILL PAYMENT**

**MOTION:** It was regularly moved and seconded (*Mr. Amendola/Mr. Crown*) to approve and ratify the Bill Payment List dated February 9, 2015.

MOTION carried by Unanimous Voice Vote (5-0).

**BILL LIST APPROVAL**

**MOTION:** It was regularly moved and seconded (*Mr. Crown/Mr. Phillips*) to approve the Bill List dated February 23, 2014.

MOTION carried by Unanimous Voice Vote (5-0).

**APPROVAL OF MINUTES**

**MOTION:** It was regularly moved and seconded (*Mr. Amendola/Mr. Phillips*) to approve the Meeting Minutes of January 26, 2015. (*Note: There was no meeting 2/9/2015; lack of quorum – no Minutes*)

MOTION carried by Unanimous Voice Vote (5-0).

**CITIZEN'S PRESENT TO ADDRESS COUNCIL**

None

**RECEIPT OF WRITTEN REPORTS (January 2015):**

Council acknowledged receipt of the following written reports; by MOTION made and seconded (*Mr. Amendola/Mr. Crown*): Treasurer's Reports, 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, and Engineer's Report.

MOTION carried by Unanimous Voice Vote (5-0).

**ENGINEER'S REPORT**

Engineer Minsterman referred Council to the written report. He noted that he would address various items at the time they are addressed on the Business Agenda.

**MAYOR’S REPORT**

None

**BUSINESS AGENDA**

**A. ADMINISTRATION**

BidUrEnergy Representative comments, related to Agenda motion. Written information provided to Council; Representative stated that a Contract would fix the rate for a specific period of time, which could result in a savings of a couple thousand dollars per year. Based on the history of usage, at this fixed rate, you can better estimate electric utility costs for budgeting. The annual savings would be based on the value of the market. There is no cost involved with the contract, but a term length would need to be specified.

1. BidUrEnergy – Electric Supply

- i. **MOTION**: Motion was regularly moved and seconded (*Crown/Phillips*) to authorize Interim Borough Manager to complete necessary paperwork and execute power supply contract to change electric supplier for the Borough, for a 24 month term, pending the Solicitor’s final contract review.

MOTION carried by Unanimous Voice Vote (5-0).

2. Interim Borough Manager-Contract Extension

- ii. **MOTION**: Motion was regularly moved and seconded (*Phillips/F.Amendola*) to extend the current contract with Strategic Solutions, LLC, for Interim Borough Management services, in accordance with the terms of the contract, on a month-to-month basis, with termination by either party upon receipt of thirty (30) days written notice of same.

MOTION carried by Unanimous Voice Vote (5-0).

3. Manager/Employee residency requirement (Manager’s Ordinance and Wage Resolution).

- i. **MOTION**: Motion was regularly moved and seconded (*F.Amendola/Crown*) to authorize advertisement of an Ordinance to amend Chapter 25 of the Crafton Borough Code of Ordinances, as it pertains to residency requirements of the Borough Manager. **COMMENTS**: Manager Trant explained that this was discussed previously during the manager search discussions; to amend the language to require residency that would allow a reasonable response time to adequately address any immediate issues or emergency in the Borough.

MOTION carried by Unanimous Voice Vote (5-0).

- ii. **MOTION**: Motion was regularly moved and seconded (*Weitzel/F.Amendola*) to adopt Resolution No. 2015-01, amending Resolution No. 2014-23 to delete Section XIII – Residency requirements. **COMMENTS**: It was noted that this would not change any residency requirements set by a labor contract; only pertains to non-uniform employees. Currently have a few employees who are non-residents.

MOTION carried by Unanimous Voice Vote (5-0).

4. Update/Discussion: LGA Intern Program Applications – Two Projects submitted. Ms. Grass reported that two applications were submitted; one relating to record management and resident complaint system; to update and more easily search information and records. Second relating to Blight/Vacant Properties; technical resource for the committee and administrative office to inventory properties, conditions, ownership, creating a comprehensive process for demolition. Usually a six month period for internship. The interns get to pick the project; hopefully we will be awarded at least one intern or two.
5. Sprint Contract – Cellular Phone and MDT Service (AW Communications) AW Communication representative explained what items were being considered: Cell Phones, Smart Phones and Hot Spots. Public Works and Police would have direct connect capabilities with the cell phones, Smart Phones would be available to the Manager and Director of Borough Services, and the Hot Spots are used by the police and fire department for the MDTs. Mr. Amendola inquired on possibly looking into an Ipad or some application that could be used during Council meetings for either Facetime or Skype, when a Council member cannot be physically present at a meeting. Manager Trant added that although there is not a big cost savings, better services are needed, and AW Communications is nearby, on Route 60, to assist with any technical problems or product replacement.
  - i. MOTION: Motion was regularly moved and seconded (*Weitzel/F.Amendola*) to authorize the termination of the existing Verizon Contract for cellular phone and MDT Services, and to authorize execution of contract documents for these same services with Sprint via AW Communications.

MOTION carried by Unanimous Voice Vote (5-0).

6. Blackboard Connect – Renewal. Manager Trant explained that Blackboard Connect is a service the Borough uses for community and emergency announcements via phone, e-mail; sent to a specific area or the entire borough. It is an annual contract. Originally, the \$4,393. amount was presented to Council as a one-time cost for initial setup, which was incorrect, and it is the annual fee plus the support cost. This amount would go over budget, as the annual budget for communication is only \$5,000, and this includes telephone and internet services. It has not been used to its fullest potential yet. Manager was asked to seek a possible extension of the current contract or less elaborate/less expensive plan.
  - i. ~~MOTION: Motion to renew the contract with Blackboard Connect for one year in the amount of \$4,393.00 and annual support services for \$957.13 for a total annual contract of \$5,350.13~~ *Motion Tabled;*

## B. BLIGHT AND ABANDONED PROPERTIES

1. Discussion: Manager Trant reported that a meeting of the Blight & Abandoned Properties Committee is scheduled to meet on March 2<sup>nd</sup> to work on a program. Pending Demolition Update – 217 Lincoln Avenue; located at the bottom of DeSota Street near the Duncan property. Solicitor Daley reported on the details on this abandoned property. A title search was done, there is an inactive line of credit debt on the property; PNC may have the mortgage satisfied, which would help with the legal aspects of pursuing the demolition. Seeking an Equity action with

the Court, and a Consent Judgement from the Courts, pending an agreement with the heir/executor of the property to release the property to the borough. A letter was written to the nephew and awaiting a response.

2. 13 Union Demolition. Solicitor Daley stated that this property did go through all of the legal process. Now that the property has been demolished, the Borough is required to get a municipal claim filed within six months to lien the property, for costs, attorney fees, etc., with a notice letter sent to the owner by certified mail. Solicitor Daley noted, relating to 96 Noble, that an Equity Action is pending and an enforcement action through Judge Joyce; a building permit had been issued and repair work has commenced. The Court held a status conference, and Judge O'Reilly continued the matter for sixty days. If repairs are satisfactorily completed, this case could be discontinued without prejudice. Manager Trant added that this entire process, legal procedures, etc. are being reviewed by the Committee. He noted that the motion to approve payment to Continental Construction was for additional work necessary, beyond the CDBG contract, because it was a public safety issue. This cost would be included with the other costs, and included in the lien/municipal claim on behalf of the Borough and Allegheny County Economic Development.

- i. **MOTION:** Motion was regularly moved and seconded (*Weitzel/Crown*) to approve payment to Continental Construction and Demolition in the amount of \$4,275.00 for additional demolition work, in addition to the CharWest COG/CDBG demolition grant, as recommended by Gateway Engineers.

MOTION carried by Unanimous Voice Vote (5-0).

### C. FINANCE

1. Discussion: Pool Project Funding. Manager Trant noted that funds would need to be designated, and the Recreation Committee would need to scope the project and engage the public with regard to the renovations recommended in the Park Master Plan. A pool feasibility study was a part of the Master Plan, the original project cost was \$1.2 million, and multiple funding sources were to be explored. \$250,000. DCED state money was received in 2013 for pool renovations. Due to the grant timeline, an extension has been requested since it was to expire in June of 2015. An additional source, through the DCNR \$350,000, is available for the pool renovation project. The Borough has budgeted \$100,000. for soft costs. It was Council's desire to attempt to scale back the project to \$750,000. It needed DCNR approval to phase out the project. It was also learned that the DCED money cannot be matched with the DCNR money. So both grant sources would need to be matched separately. The Borough would need to come up with the match to both grants; being \$500,000. Which would basically bring the project back up to the \$1.2 million at the full scope. It was noted that fundraising has raised approximately \$20,000. A construction timeline is necessary to commence at the end of the 2015 pool season; engaging a consultant, preparing construction documents, getting the project bid, awarding the contract. Possibly the project can be spec'd in two/three phases; fall and spring. Additional grant money and fundraising can be explored for the match. Manager Trant stated that he needed some kind of direction from Council on how to proceed, considering all of the issues. He is reluctant to proceed on putting an RFP out for the design, at a cost of

\$80,000. not knowing the actual funding sources/resources. Mr. Crown asked if Manager Trant could provide various financing options, pool revenues, etc. in March so Council could possibly make a decision and proceed shortly thereafter. Engineer Minsterman noted that to save time with the RFP process, Council could possibly go through Gateway Engineers for the design and construction specifications.

#### **D. PLANNING/COMPREHENSIVE PLAN**

1. Discussion: Joint Comprehensive Plan – grants and consultant selection process. Manager Trant reported that he is working on the consultant selection process for the comprehensive plan, the grants are still pending, additional information sent to the state and county. The County requested additional information and status on the Manager search. There is the joint Resolution with Ingram. Ingram has identified their committee for the selection process and Crafton needs to identify their committee. Ms. Weitzel advised that she is hesitant to proceed on establishing a committee at this time knowing that the Borough's recreation plan is in limbo. Mr. Crown questioned this approach since these are two separate issues; and Ms. Amendola agreed, stating that recreation is only a small part of a Comprehensive Plan. Manager Trant noted that there are four consultant proposals for Council's review on the Cubby.

#### **E. PUBLIC SAFETY**

1. Crossing Guards – Approve hiring two Crossing Guards
  - i. **MOTION:** Motion was regularly moved and seconded (*F. Amendola/Phillips*) to approve the hiring of James W. Cunningham and William M. Mikels for the position of School Crossing Guard.

MOTION carried by Unanimous Voice Vote (5-0).

2. CVFD – Major Equipment Purchase: Foam System; Budget #411.70
  - i. **MOTION:** Motion was regularly moved and seconded (*F. Amendola/Phillips*) to approve the purchase of FoamPro foam System from F.A.S.T. of Allegheny Mts. LLC, for an amount not to exceed \$13,920. **COMMENTS:** Mr. Crown reported that this equipment and purchase was discussed during budget discussions. He explained the use of the foam and system, and have researched vendors and quotes.

MOTION carried by Unanimous Voice Vote (5-0).

3. Discussion: Emergency Medical Services. Mr. Amendola explained that the current contract with REMS is about to expire. He plans to present a Motion to Council to consider moving the contracting and oversight of the emergency medical services to the CVFD. Manager Trant reported that the Public Safety Committee has been exploring various options over the last couple of months; one of the options was to authorize the Borough to enter into a contract with the fire department to subcontract the services. The details and agreements would need to be reviewed by the Solicitor and control clarified in the Agreements. The Borough would still have the same rights and obligations as it has now. Eventually, this

could fit into a greater consolidation plan with Ingram, and the comprehensive planning.

## F. PUBLIC WORKS

1. Discussion: Pavement Evaluation Update and 2015 Pavement Program.
  - i. **MOTION:** Motion was regularly moved and seconded (*Crown/F.Amendola*) to authorize Gateway Engineers to prepare bid documents for the 2015 Road Pavement Program and to advertise same. **COMMENTS:** Manager Trant reported that the Engineers have updated the street evaluation program and have updated the five year plan, and provided same to Council. Engineer Minsterman noted that handicapped ramps also have to be updated when doing a mill and pave project, which is very expensive. Director Kaczoroski recommends that the contract include that ramp work rather than attempting to do it in-house. He noted that some of the alleys will be repaired in-house. In addition to the mill and pave projects, there is also listed specific streets for crack sealing and rejuvenator contract. He noted that Clearview, Chartiers and Ewing are not included in this bid for the Year One list. Chartiers being a joint street with the City of Pittsburgh complicates the project, and he is also searching existing geotechnical reports and previous engineer recommendations for Ewing Road. Mayor Bloom made additional comments on the condition and closing of Ewing Road, and pleased to see that it is being looked at. It was clarified that the project would be bid in accordance with the Year One street list, dated 2/23/2015. Plan Council's contract award and bid approval in April; three separate contracts would be bid – one for milling and paving, one for the crack sealing and one for the rejuvenator.
2. Discussion: Clearview Phase IV Project – Gateway Work Authorization
  - i. **MOTION:** Motion was regularly moved and seconded (*Crown/F.Amendola*) to authorize Interim Borough Manager to execute the Work Authorization for Gateway Engineers for the Clearview Phase IV Project, for an amount not to exceed \$25,000. **COMMENTS:** Engineer Minsterman reviewed the three completed phases of the project. Phase IV is the final year of this project with partial grant reimbursement through Growing Greener funds. Project commences at Harris Avenue, where Phase III left off, to an alley, where there are two existing trees; which will be handled similarly to the ones in Phase III. He referred Council to information and drawings provided.
3. SHACOG – Payment Approval
  - i. **MOTION:** Motion was regularly moved and seconded (*Crown/F.Amendola*) to approve final payment, No. 2, to SHACOG, in the amount of \$634.40, for the Joint O&M Preventative Maintenance – Year 4 project, as recommended by Gateway Engineers.

MOTION carried by Unanimous Voice Vote (5-0).

4. Asphalt Paver – Sale

- i. **MOTION**: Motion was regularly moved and seconded (*Crown/F. Amendola*) to approve advertisement to solicit bids for the sale of the Asphalt Paver for an estimated value of \$5,000. or best offer. **COMMENTS**: It was noted that previously Council approved selling the paver at a value of \$7,500, with no offers. Director Kaczorowski noted that it was his recommendation to reduce the value based on the condition of the equipment.

MOTION carried by Unanimous Voice Vote (5-0).

**ADDITIONAL CITIZEN COMMENTS**

None

Councilman Amendola reported that the Senior Citizen dinners will be starting in March, the first one is an Irish theme, scheduled for March 14, 2015.

**ADJOURNMENT**

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

MOTION carried by Unanimous Voice Vote (5-0).

Respectfully submitted,  
Mary Tremblay, Borough Secretary