

**COUNCIL MEETING
Minutes of April 28, 2014**

CALL TO ORDER

President Hayes called to order the Regular Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute led by Mrs. Post. ROLL CALL, by Mrs. Tremblay, recorded six (6) members of Council present as follows: Mr. Amendola, Mr. O'Brien, Mr. Phillips, Ms. Post, Ms. Weitzel and Mr. Hayes. Also present were Mayor Bloom, Engineer Phil Strunk, Director Beecey and Solicitor Ayoob. (*Absent: Ms. Amendola*)

BILL LIST APPROVAL

MOTION: It was regularly moved and seconded (*Weitzel/Phillips*) to approve the Bill List dated April 28, 2014.

MOTION carried by Unanimous Roll Call Vote, with exception noted (*O'Brien-#400.11-Stipend*). (6-0)

APPROVAL OF MINUTES

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to approve the March 24, 2014 Meeting Minutes. **COMMENTS:** Ms. Weitzel inquired on the April 14, 2014 Minutes. Mrs. Tremblay reported that with the Holiday time off and some unexpected tasks in the office, the April 14th Minutes could not be completed in time for the meeting.

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

CITIZEN'S PRESENT TO ADDRESS COUNCIL

Mike Suehr, 250 Lincoln Street – Mr. Suehr inquired on the purpose/duties for a Blighted Property Committee. He inquired on the status of the Duncan Property Settlement, noting that actions of past Councils and legal counsel created costly delays, excessive interest and penalties. He questioned if there are Council surcharge considerations, or possibly malpractice against legal counsels and engineers. He added that the Borough now has a \$2,000,000., landlocked property with the only easement being one through another Duncan Property, and the Borough's future use of the property is going to cost the taxpayers more money. President Hayes stated that this is now a closed matter; the Borough is committed to follow through on this settlement; and added that no one is happy with the final cost. Solicitor Ayoob noted that half of his comments was misinformation, not accurate or based on fact.

RECEIPT OF WRITTEN REPORTS (March 2014):

Treasurer's Reports, Financial Report, Act 511 and Trash Collection Reports, Property Tax Collection Report, Police Report, Ordinance Officer's Report, REMS Report, ~~CVFD Report~~ and Engineer's Report. MOTION moved and seconded (*Post/O'Brien*) carried by Unanimous Roll Call Vote (6-0).

MAYOR'S REPORT

Mayor Bloom addressed two matters: 1. Status of the Crosswalk installation at McCormick and Steuben – Ms. Beechey noted that they are ready to go, weather-permitting, perhaps doing the work at 4:00 am so not to impact traffic. She added that they may do many of the intersections along Steuben. The Mayor requested that he be notified when the work is scheduled. 2. He requested that

Council proceed on background checks for the next candidates on the hiring list. This would be due to the upcoming retirement of one of the police officers.

ENGINEER'S REPORT

Engineer Strunk referred Council to written report – Engineer update: Reported that they had the bid opening on 4/24/14 for the Clearview Avenue Project-Phase III, the low bidder, Merante Contracting, is being recommended for the base bid, less the Alt 1 bid; recommendation letter provided to Council, and Motion is on the Agenda for action. He noted that the previous Phase I and Phase II contracts were also awarded to Merante. The 2013 Road Paving program - just waiting for crack sealing to be completed; weather permitting. The 2014 Road Program is out for bid; bid opening is May 8th. The 2014 CCTV project through the ShaCOG is being scheduled, most likely for late summer. Two additional ShaCOG projects: Sewer Lining and Point Repair, are on the Agenda for award recommendation concurrence. Mayor Bloom inquired on the status of road repair at the intersection of Noble and Steuben; Engineer would look into this; either PAWC work or TA Robinson. Engineer will also review pothole repairs on Steuben Street with PennDot, across from CVS. Also, inquire on timeline/repaving of Route 60 by PennDot (State Road).

MANAGER'S REPORT

Director Beechey provided a written report (copy attached). She reported that an official ribbon-cutting ceremony will be planned and announced for the new playground. The Clean-up /Arbor Day, planned for May 21st; a Mayor's proclamation and Arbor Day Celebration is scheduled. She noted that 60 Nat'l Honor Society students are assisting with the clean-up, painting, etc. She advised that May 5th would be the earliest DCED would approve the General Obligation Note, and will keep Council updated. Ms. Weitzel inquired on the audit delay; it was reported that the Treasurer wasn't able to do some of the reworking of the accounts recommended by the Auditors which they were waiting on; possibly these changes could be done by the Auditors. Mr. Amendola inquired on contracts Mr. Callen is still working on with regard to the Comprehensive Plan. It was reported that Mr. Callen offered to complete meeting with the other boroughs and prepare the required documents for submission through the end of April.

PRESIDENT'S REPORT

President Hayes reported that he has appointed a Manager search committee; this would be himself, Vice President Post and Ms. Amendola, Administration Chair. They will be working on a draft job description, and should have something for the next working meeting of Council. He will also be working with Susan Hockenberry of the LGA; job search and possibly contract services. He indicated that Ms. Weitzel asked that packet items be available early, perhaps the Wednesday before the meeting, to allow adequate time to review packet items before the meeting. President Hayes stated that this will be reviewed with Ms. Beechey and the Secretary, there shouldn't be a problem doing this, with the exception of some items, such as Minutes, due to the length of meetings and lengthy discussions.

BUSINESS AGENDA:

ADMINISTRATION

MOTION: It was regularly moved and seconded (*Post/Weitzel*) to adopt Ordinance No. 1622 authorizing the Borough of Crafton to enter into an Intergovernmental Cooperation Agreement with the Borough of Ingram, authorizing the Borough of Crafton to reimburse the Borough of Ingram a pro-rata share of the cost for the 2014 Paving of Valley Street, at a cost not to exceed \$15,000.

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

MOTION: It was regularly moved and seconded (*Weitzel/Post*) to appoint Shiela Hrinda to the Crafton Planning Commission for a four-year term, commencing retroactively from April 13, 2014. **COMMENTS:** Mrs. Post noted that she reviewed the application, but doesn't know her; for positions such as this, it seems that there should be some interview process. The candidate seems very qualified, but no one seems to know her. Mrs. Tremblay noted that previously, Council would invite various candidates to the Council meeting to meet Council and answer any questions, prior to the appointment. Some pre-interview of this candidate was done by Manager Callen, and is being recommended. It was suggested that any candidates interested in an appointment should be invited to the voting meeting, and they should not be offended, but should understand Council's concerns.

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

PUBLIC SAFETY

MOTION: It was regularly moved and seconded (*F. Amendola/Post*) to adopt Resolution No. 2014-06 approving and sanctioning the creation of the Char-West #1 Emergency Services Task Force/Steering Committee and the participation and representation by Crafton Borough Elected Officials, Crafton Volunteer Fire Department and Citizen-at-large. **COMMENTS:** It was noted that Fire Chief Crown reported, at the last meeting, on this task force and future plans. He will report back to Council on the progress. President Hayes will appoint the Council representative at a later date.

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

ORDINANCE

MOTION: It was regularly moved and seconded (*Phillips/Post*) to advertise Ordinance No. 1623 amending the Vehicle and Traffic Ordinance, Section 214-40 to include a Special Purpose Parking and/or Standing Zone at 33 Alice Street, to accommodate the loading/unloading of persons, during the days and hours posted; for adoption at the Regular Meeting of Borough Council on May 19, 2014. **COMMENTS:** Ms. Beechey noted that the new fee resolution for sign, material and labor, cost reimbursement may need to be addressed with them. Proposed ordinance will be reviewed by the Solicitor prior to action.

MOTION carried by a Four Yes, Two No (*Weitzel, Hayes*) Roll Call Vote (4-2).

PUBLIC WORKS

MOTION: It was regularly moved and seconded (*Phillips/O'Brien*) to concur with SHACOG's recommendation to award the Multi- Municipal Sanitary Sewer Lining Project, Year-8, to Layne Inliner, LLC, for the estimated amount of \$182,190.

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

MOTION: It was regularly moved and seconded (*Post/Phillips*) to concur with SHACOG's recommendation to award the Multi- Municipal Sanitary Sewer O&M Point Repair Contract - Year-3, to State Pipe Services, Inc. for the estimated amount of \$108,820.

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

MOTION: It was regularly moved and seconded (*Weitzel/Post*) to award the 2014 Clearview Avenue Road Reconstruction Project-Phase III to A. Merante Contracting, Inc., in the amount of

\$271,406.74 (representing \$273,536.74 Base Bid and deduct of \$2,130.00 for Alternate Bid No. 1). COMMENTS: Engineer Strunk and Engineer Jarquin reviewed the details of the various bid options. The low bid was a bit higher than estimated, two years ago, and grant funds will be forthcoming to the Borough to offset some of this cost.

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

MOTION: It was regularly moved and seconded (*Weitzel/Post*) to adopt Resolution No. 2014-07 authorizing the Borough of Crafton to enter into an Agility Agreement with the Pennsylvania Department of Transportation for a five year term, and a three year renewal option.

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

MOTION: It was regularly moved and seconded (*Post/Phillips*) to approve the Work Authorization for Gateway Engineers to provide Contract Specifications and Bidding, Inspection and Construction Administration Services, for the 2014 Storm Inlet Replacement Project, for a fee not to exceed \$12,000.

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

MOTION: It was regularly moved and seconded (*Weitzel/Post*) to approve the renewal of the NPDES permit with the DEP for a period of 5 years for the Clearview/Harris and Willard Avenues Projects; all phases. COMMENTS: NPDES is National Pollutant Discharge Elimination; relating to sewer runoff into the streams, etc.

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

PARKS AND RECREATION

MOTION: It was regularly moved and seconded (*Post/O'Brien*) to approve the 2014 Summer Employment Hiring List, dated April 28, 2014, as submitted. COMMENTS: A few others are being considered, and are not on the list, and will be submitted to Council at another meeting.

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

MOTION: It was regularly moved and seconded (*Post/Weitzel*) to approve two fundraisers to be held on Saturday May 31, 2014 at 6pm, the Great American Duck Out, and Friday July 18, 2014, the Gala Under the Stars with a fee per person to be determined based on costs, to be held at the Crafton Swimming Pool; and permission to provide both food and alcoholic beverages with proceeds to benefit Crafton Pool Renovation projects. COMMENTS: The current special permit would cover these events.

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

OLD BUSINESS

President Hayes noted that more feedback is needed from Council on both the Employee Handbook and the Code of Ethics; provide feedback by next Agenda meeting. Mr. Amendola noted that a Code of Ethics was already adopted by a prior Council and exists, from 1999. It was suggested that the proposed policy be compared to the existing policy, possibly offer input to merge them. Enforcement concerns were again discussed. A final draft will be reviewed and approved by the Solicitor. The

Cubby was reviewed for the original meeting packet (4/14/14) that contains the memo and documents related to the Code of Ethics. Mrs. Tremblay noted that the first page is actually the State Form, provided to Council, which needs to be filed in the Borough office by May 1st. Lastly, it was noted that the new Comcast Agreement will be advertised for public inspection before action.

ADDITIONAL CITIZEN COMMENTS

Phillip Lavasseur, 401 Clearview Avenue – He reported, for Councils information, that being a Planning Commission member, he was interviewed beforehand by Manager Callen and Ms. O’Connell. He asked that Right-To-Know process continue to be properly performed in the absence of Manager Callen. He felt that there is a lack of transparency in the cost details of the Clearview Project, the Motion was vague, more information should be provided to the Public. Council advised that adequate information was provided by the Engineer to Council to make their decision. The street will not become a one-way direction, and with the proposed, recommended bump-out, once the work is completed, if parking or limiting parking is a concern, this will be addressed at that time.

ADJOURNMENT

MOTION: It was regularly moved and seconded (*Post/Phillips*) to adjourn the meeting.

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

Respectfully submitted,
Mary Tremblay, Borough Secretary

Manager's Report-April 28, 2014

2014 Infrastructure Projects: Clearview Phase 3 pre bid conference on April 17th. 3 potential contractors. Bid opening 4/24 with recommendations on business agenda.-Also in engineers report

Intergovernmental Agreement with Ingram for paving of Valley Street on business agenda for action. Needed to be done by ordinance. Advertising took place on Friday April 18th, both solicitors have reviewed agreement and have sent to councils for action.

In the process of receiving quotes for both the painting/repair of the exterior of the community center and chemical washing/re-pointing of borough building-both are budgeted for this year. At present I have 2 written quotes for painting, and 1 written quote and 1 verbal for re-pointing.

Woodlawn & Crafton Blvd.: Bid is advertised-in engineers report

Parks and Recreation Demolition of Playscape completed. Site preparation by Bramble Landscapers to commence 4/28 with install beginning Wednesday April 30th, weather permitting-On schedule for target opening Memorial Day Weekend.

Summer staff recommendations for hire on business agenda for action

Special Events for the pool together committee Great American Duck Out & Gala Under the Stars on business agenda for action

DCNR Grant Submitted for pool renovations on 4/16. Announcements to be made in late Fall.

Via newsletter, at least 10 interested instructors for recreation programs. In the process of discussing classes with individuals

Met with Jump Start Sports. They are interested in starting youth sports programs in our area that do not interfere with programs already offered. Discussed a starting point this summer for pre-school aged so as not to conflict with CIT.

Clean-up/Arbor Day Wednesday May 21st 9am-1pm. Mayor Bloom and Ms. Post to report

Animal Control Service: Adopted

Comcast Franchise Contract: Completed, subject to Council ratification. Due to the public participation portion of the contract, recommend putting on next work session meeting (May 14th) with action to be taken May 19th-To be done via resolution.

Public Works Contract: Being delayed by Teamsters. Messages left for Gary Alward were not returned. No meetings scheduled at this time.

Employee Handbook- on cubby for comment

2013 General Fund Audit: will commence in June-Auditors delay based on work that was never completed.

District Magistrate Lease: awaiting response to proposed increase

PennDoT Agility Agreement On business agenda for action

\$1.3M Unit Debt Act Application to DCED: Awaiting DCED approval-notes from correspondence were emailed to council.

Crafton Planning Commission: Appointment on business agenda for action

Multi-Municipal Comprehensive Development Plan:

- Waiting on signed contract from former Manager Callen
- Thornburg is out for the interim, waiting to see if there is a plan from 2005. May participate at a later date if applicable
- On Business agenda for action

Out of the Office: May 12-15 for Certified Playground Safety Inspector School (recertification), Cranberry Township, PA