

**COUNCIL MEETING  
Minutes of July 22, 2013**

**CALL TO ORDER**

President Weitzel called to order the Meeting of Crafton Borough Council at 7:15 pm, in Council Chambers of the Community Center. Flag Salute led by Mr. Johnston. ROLL CALL, by Mrs. Tremblay, recorded six (6) members of Council present as follows: Mr. Johnston, Mr. O'Brien, Ms. O'Connell, Mr. Phillips, Mrs. Post, and President Weitzel. (*Absent: Mr. Hayes, Mrs. Stacy, Mr. Stewart*) Also present were Engineer Minsterman, Manager Callen, Director Beechey and Solicitor Daley. (*Mayor Bloom not present.*)

**APPROVAL OF BILL LIST**

**MOTION:** It was regularly moved and seconded (*O'Connell/Post*) to approve the July 22, 2013 List of Bills.

MOTION carried by Unanimous Roll Call Vote (6-0); with exception noted by Ms. O'Connell-#456.54.

**APPROVAL OF MINUTES**

None Available

**CITIZEN'S PRESENT TO ADDRESS COUNCIL**

Steve Palchowski, Movies in the Park – Mr. Palchowski reported that he will doing the Movies in the Park on Friday evenings instead of Sunday evenings; commencing on Friday, July 26<sup>th</sup>. Suggested that he get the dates and movie list over to the Borough to be placed on the Borough Website.

Pam Palchowski, Crafton Celebrates Chairman – Reported that the Celebrates 4<sup>th</sup> of July festival was a success. They have scheduled their wrap-up meeting for Tuesday, Aug. 6<sup>th</sup> at 7pm. She also advised that Celebrates has authorized the repayment of the \$10, 000 start-up funds back to the Borough. Hope to start early planning for next year in January, and thanked all who helped with this year's event.

**RECEIPT OF WRITTEN REPORTS (June 2013):**

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

**ENGINEER'S REPORT**

Engineer Strunk referred to written report items (copy attached). Discussion item: Consideration of guard rail installation on Backbone Road; Manager's estimates approx. \$35,000. A report was provided by Gateway to Council with Gateway's preliminary opinion on costs and recommendations for resurfacing a portion of Backbone Road and a portion of Ewing Road

**MANAGER'S REPORT**

Manager Callen – Referred to written report (copy attached). Manager Callen reported that, with regard to the demolition bid for 227 West Steuben, timing as well as complications working at this site/

State Road (*would need additional permits, flagmen, etc.*) has caused an increase in costs for this particular project

**SOLICITOR’S REPORT**

Solicitor Daley reiterated prior comments, and reported on the status of the Suchma petition to vacate a portion of John Street. A July 16<sup>th</sup> e-mail from the Suchma’s attorney requested that Council proceed with some formal action or Resolution to vacate the paper street; he referred to the Borough Code, Section 1731, which states an Ordinance is needed, but he feels this particular paper street does not require it, as there is nothing to vacate.

He also reported on the status of the sale of 37 White Avenue property; noting that there are two delinquent/liened school tax bills on the property (*approx. \$3,600*) which needs to be addressed/satisfied prior to closing on this property. The school district is being approached on this matter with a request that they waive/exonerate those taxes; but have had no response from the School District yet. Solicitor Daley stated that it may be necessary for the Borough to satisfy those taxes from the proceeds of the sale. This property was conveyed to the Borough by the bank by way of a deed in lieu of foreclosure at a purchase price of \$10,000; taxes were delinquent, but liens were not yet filed at the time of property conveyance, no title search done, and this was missed at the time it was conveyed. Property is currently tax-exempt. Recommend Council take some action on these taxes at the next meeting, so as to proceed on conveying the property to the Buyers.

**DISCUSSION ITEMS**

- Administration – Ms. O’Connell reported that she will be providing an Agenda for the next Administration Committee Meeting on August 7<sup>th</sup>; discuss training on the use of the Samsung Tablets, the elected officials e-mail addresses, and tablet access to files on the Borough server.
- Public Works – Ms. Beechey reported that the specs are ready for the replacement of the 22 sewer culverts. Recreation discussions regarding possible changes in the fees structure; possible consideration to nonresidents, former residents, guests, etc.

**BUSINESS AGENDA**

**ADMINISTRATION**

**MOTION:** It was regularly moved and seconded (*Post/O’Connell*) to adopt Resolution No.2013-10 authorizing the application for a grant of \$250,000 from the Commonwealth Financing Authority for Greenways, Trails and Recreation Program for improvements to Crafton Park & Pool areas.

**COMMENTS:** Recommend these funds be used for the pool, as recommended in the plan; particularly meeting ADA requirements first, as a Phase I.

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

**MOTION:** It was regularly moved and seconded (*Johnston/O’Connell*) to award a Demolition Contract to Continental Construction & Demolition Company in the amount of \$11,000 for the demolition of 227 West Steuben Street.

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

**PARKS/RECREATION**

**MOTION:** It was regularly moved and seconded (*Post/O'Connell*) to Adopt Resolution 2013-11 amending Resolution 2012-17 to set certain costs related to Miniature Golf at \$2 per game per person and \$3 for 2 games per person.

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

**EXECUTIVE SESSION**

President Weitzel announced that an Executive Session of Council is scheduled to commence following the Council meeting to discuss legal matters; no action to be taken.

**ADDITIONAL CITIZEN COMMENTS**

None

**ADJOURNMENT**

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

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

Respectfully submitted,  
Mary Tremblay, Borough Secretary



# GATEWAY

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July 19, 2013  
C-5667-2013

TO: Crafton Borough Council  
Bob Callen, Borough Manager

FROM: Richard D. Minsterman, P.E., Borough Engineer

SUBJECT: July Engineer's Report

The following summarizes the work performed during the month and a status report of various projects.

1. **C-17749-1306 Feasibility Study**

Council acknowledged the Feasibility Study report and approved its submittal at the July 8, 2013 Council meeting. Gateway will finalize the report and submit it to DEP by the deadline of July 31, 2013. Crafton will be provided one copy of the report for their file and review.

2. **C-5612-0013 Clearview Avenue Pavement and Drainage Improvements Phase II**

Phase II is currently under construction. The storm piping and structures have been installed. The curb installation and road reconstruction is to follow in the coming weeks. Work is expected to be completed in late August.

3. **C-5625-2013 2013 Road Program**

The contract documents have been prepared and forwarded to T.A. Robinson for signature. Work is tentatively scheduled to begin in September after PA American Water has finished the waterline replacement along Noble Avenue.

As requested by the Manager, a cost estimate has been provided for milling/resurfacing and tar and chip for Crafton Boulevard (Backbone Road) and Ewing Avenue as per the request of Council. Gateway will also submit the cost for our recommended repair process for those roads.

4. **C-5709-1205 2012 O&M Defect Repairs**

**Excavation:**

Roto Rooter has completed final paving restoration from the 2012 contract. We recently received the final pay application and will recommend closing out the 2012 excavation contract. A two year 50% contract value maintenance bond will be submitted with the pay application, which we will forward to the Borough. This provides a guarantee of the Contractor's work for two years.



**Lining:**

Jet Jack's contract has been closed out and a two year 50% contract value maintenance bond was submitted and forwarded to the Borough. This provides a guarantee of the Contractor's work for two years.

**6. C-5709-1303 2013 O&M CCTV Multi-Municipal SHACOG Contract**

Gateway submitted the punch list to be completed prior to recommending final payment. Roto Rooter has indicated they will be back to complete the punch list items once all of the other SHACOG excavation repairs in the other municipalities are complete.

**7. C-5709-1305 2013 O&M Defect Repairs**

**A. Excavation Contract**

Roto Rooter has been working in Crafton for a few weeks. They anticipate completing the repairs on Monday July 22<sup>nd</sup>. Gateway has been providing part-time inspection of the work to ensure the Contractor's compliance with the Contract Documents during critical aspects of each repair.

**B. Lining Contract**

Insight Pipe Contracting performed some MH to MH lining repairs 2 weeks ago for the SHACOG 2013 Lining Contract. A pre-construction meeting with Insight Pipe was held and submittals were reviewed and approved prior to them starting. They anticipate returning in August to perform the spot lining repairs.

**11. C-5723-0001 Salt Storage Building Design and Bid Documents**

The project is currently being advertised in the local newspaper. The bid opening is planned for August 6<sup>th</sup> and construction will follow in early September.

**12. C-5727 Crafton CD Year 39 Demolition**

The Char-West bid opening for 1513 Barr Avenue occurred on May 23<sup>rd</sup> with A.W. McNabb as the low bidder for \$6,700. Gateway sent an award recommendation letter but Char-West has requested the Borough wait to formally approve this bid until they get word from the County on grant reimbursement availability. The last we heard was that the HUD funding has not been received yet.



### **13. C-5727 Crafton Borough Demolitions**

The bid opening for demolitions of 227 West Steuben Street and 1656 Crafton Boulevard occurred on July 15<sup>th</sup>. Gateway contacted 10-12 demo contractors prior to the bid opening to try to gather interest and most companies were busy or did not return our calls and faxes. We received one bid from Continental Construction. The base bid (Steuben) came in at \$11,000 and the alternate bid (Crafton) came in at \$24,750. We will be sending out a bid recommendation letter soon after the bid tabulation is complete.

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## **Manager's Report-July 22, 2013**

**Clearview Phase 2:** Clearview Avenue Storm/Road Improvements continues and scheduled to be completed by mid August. Recent rainy weather has delayed the end date on this project.

We have received over \$100,000 from the PaDEP Growing Greener grant to be applied toward the Clearview Avenue Storm Sewer/Road Phase II project.

**Noble Ave. Improvements:** TA Robinson is the selected contractor for this project. We are awaiting PAWC's completion of newly installed waterline before road work begins, estimated to be by end of August for road construction.

**Backbone & Ewing Road Improvements Evaluation:** I have been asked to engage Gateway Engineers to evaluate/cost estimate Ewing Road, from Promenade to CIT Ballfield-Road Entrance, and Backbone Road from W. Steuben to Brodhead regarding tar & chip and or mill and overlay. Gateway issued its report and is included in your packets under 'Correspondence.'

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

- CWCOG opened bids this morning on the demolition of **1513 Barr Ave.** Low bid was \$6,700. CWCOG has \$7,000 earmarked for Crafton for this project. CDBG funds held up by HUD to Allegheny County to CWCOG, among others. Once I get clearance re: required contract and bonds, I will have a recommendation for Council at a future meeting.

### **Demolition of 227 W. Steuben and 1656 Crafton Blvd.**

- Demolition Bid Opening for **227 W. Steuben** and 1656 Crafton Boulevard was held on July 15. We have Fire Escrow \$\$ to demolish 227 W. Steuben; 1656 Crafton Blvd. came in at nearly \$25k. Recommend we not do 1656 Crafton Blvd until we see our financial picture in a couple of months and pending outcome of discussions on road improvements.

**CWCOG-CDBG Year 40 Application:** Application submitted to CWCOG for \$15,000 for 2014 Demolition Program, planning to demolish 2 additional abandoned structures, subject to proper funding approval.

**Act 13 Recreation Funding Application:** We are planning to submit (per the Resolution in your packets this evening) a grant application for \$250,000 to be applied toward Crafton Park/Pool improvements for 2014. Application requires a 50% match by the Borough. PaDCED will announce awards in the Fall of 2013.

### **Outdoor Generator**

- Completed and installed per spec.

**Shade Tree Commission:** Commission members have reviewed some resident requests re: Tree Removal, etc. Additionally, Arbor Day Celebration is planned for October with a date to be determined. We're hoping to coincide this with a TreeVitalize tree planning in Park and elsewhere (subject to TreeVitalize approval of our application from last winter.)

**Salt Shed Project.**

- Plans and drawings reviewed w/Gateway on 6/10; will advertise for bids on 7/24 and 7/31 w/8/6 bid opening w/recommendation: to Council by 8/14 with projected completion by mid-end of October.

**2012 Audit**

- Hosak, Specht, Muetzel & Wood completed our 2012 financial audit. We anticipate a Draft Report within the next few weeks for review.

**Labor Counsel:** I continue to work with labor counsel re: Teamsters Arbitration Hearing and 3-year Police Union Agreement for drafting/review. Additionally, we do need to prepare for Public Works next agreement for 2014 and beyond.

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

- July 25 AM: CONNEXT Executive Committee mtg.-Greentree
- July 29 PM: Allegheny County Stormwater Advisory Committee-USC.
- July 30 AM: ALCOSAN Community & Municipal Advisory Committee-ALCOSAN, Woods Run.
- Aug. 1 AM- Southwestern PA Commission-CMAO mtg.-Downtown.