

**BOROUGH OF CRAFTON
COUNCIL MEETING
Minutes of June 25, 2018**

CALL TO ORDER

President Levasseur called to order the Regular Meeting of Crafton Borough Council of June 25, 2018 at 7:15 pm, in the Council Chambers of the Community Center of the Municipal Building. The Flag Salute was led by Ms. Glaser.

ROLL CALL, by Ms. Kerns, recorded Seven (7) Members of Council present as follows: Mr. Amendola, Mr. Crouse, Ms. Glaser, Ms. Perry, Mr. Rosario and Mr. Levasseur. Also present were Solicitor Korbel and Engineer Jarquin. Absent were Interim Manager Mr. Kaczorowski and Mayor Bloom.

BILL LIST APPROVAL:

MOTION: It was moved and seconded (*Perry/Crouse*) to approve the Ratified Bill List dated June 12, 2018 as presented.

MOTION #1 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Damits/Crouse*) to approve the Bill List dated June 25, 2018 as presented.

MOTION #2 was moved and seconded by Unanimous Vote (7-0).

ACCEPTANCE/APPROVAL OF MINUTES:

MOTION: It was moved and seconded (*Rosario/Crouse*) to approve the Minutes for June 11, 2018 as presented.

MOTION #3 was moved and seconded by Unanimous Vote (7-0).

CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items Only:

John Richnavsky, 92 Noble Avenue, inquired the status of the Calabrese property located at 96 Noble Avenue. Mr. Richnavsky questioned if there has been any progress or new development towards demolition or economic development of 96 Noble Avenue.

Solicitor Korbel noted that Council will be working with the Building Inspector, Mr. Felton, to inspect the structure for stability and soundness. Solicitor Korbel noted that there are significant back taxes owed to the Borough of Crafton, as well as, the Carlynton School District. Solicitor Korbel stated that Council is weighing its options and expects to see direction in the next thirty to sixty days.

Dave Plummer, 92 Noble Avenue, provided to Council, written copies of the Policies and Procedures for the Tattoo Business that will be located at 92 Noble Avenue pending the approval of Resolution 2018-07 amending the definition of an Adult Oriented Business. Mr. Plummer also noted that there is a verbal agreement with the owner of Shaw's Beer Distributor regarding parking needs.

Ginger Hites, 25 McMunn Avenue, spoke in regards to a severe back up of sewage in the basement of her home that occurred during the most recent storms the previous week. Ms. Hites expressed her concern for the health safety of her family and neighbors. Ms. Hites added that the flooding on McMunn Avenue is an ongoing problem and questioned if the construction on Clearview Avenue could have contributed to the flooding.

Carol Mazza, 305/307 Maxwell Street, began by reading a statement of flooding events that occurred at her rental property during the previous weeks leading up to the most recent storms. Ms. Mazza stated that there are no storm sewers along the entire length of Glenn Street to where the road connects to Maxwell Street causing the natural path of the storm water to run into the driveway and basement of the property. Ms. Mazza added that she had met with a representative of the Borough but at that time nothing had been done. Ms. Mazza noted that when she called 911 due to flooding on her property they were unable to pump the water out of her property at that time.

Dennis Henk, 14 Ingram Avenue, spoke in regards to the ongoing code violations at the LOBOS Management property located on W. Steuben Street. Mr. Henk noted that during the heavy rain, mud and garbage in the dumpster area of LOBOS property blocked the sewer drain causing flooding on his property. Mr. Henk added that due to the state of Ingram Avenue and the runoff from Ryder Truck, rocks cover the sewer drains causing storm water to run directly onto his property.

Stephanie Mangan, 96 Sterrett Street, first thanked members of the Borough Council for their concern and involvement during the most recent storms. Ms. Mangan stated that due to these storms there was approximately 8" of water in her basement. Ms. Mangan questioned the status of the Clearview Avenue sewer project and if it will have some relief for the residents of Sterrett Street. Ms. Mangan expressed her concern for future damages stating that the rainy season has just begun.

Gregory Ducouer, 92 Sterrett Street, presented to the Borough Council, photographs of the damage his property sustained during the storms the previous week. Mr. Ducouer noted that there was a backup of thirty inches of sewage in the basement resulting in the loss of approximately twenty-five thousand dollars in appliances and damages. Mr. Ducouer questioned if completion of the Clearview Sewer project will eliminate the flooding problems going forward. Mr. Ducouer also thanked Council for their time and concern.

Joyce Bragano, 93 Sterrett Street, expressed her concerns with the ongoing flooding issues on Sterrett Street throughout her time as a resident in Crafton. Ms. Bragano urged Council for immediate action on improvements to the sewer system.

Crystal Ducouer, 92 Sterrett, asked if there was any aid or reimbursement available for residents to recoup some of the damages sustained from the flooding.

CRAFTON PUBLIC LIBRARY PRESENTATION

Megan Grabowski, Library Board of Trustees Vice President and Richard Brzustowicz, Acting Executive Director of the Crafton Public Library brought to Council a Power Point presentation. Ms. Grabowski shared the current financial state of the Library. Ms. Grabowski also commented on the changes within the board members and staff as well as the new programs that will be offered at the Crafton Public Library. Mr. Brzustowicz added that ACLA, the Allegheny County Library Association, has been very helpful with guidance and information during this transitional period. Mr. Grabowski announced the return of the Historical Society and its items back to the Crafton Public Library. Mr. Grabowski reminds members of the community that the Library Book Sale is ongoing.

ACKNOWLEDGE RECEIPT OF WRITTEN REPORTS

Mr. Levasseur acknowledged receipt of the following written reports for May 2018; Treasurer's Report, Financial Report, Act 511, Trash Collection and Property Tax Report, Police Report, EMS Report, Ordinance Officer's Report, Building Inspection Report, Fire Department and Library Report.

Mr. Levasseur noted that the Public Works Report was unavailable at that time.

MAYOR'S REPORT

Mr. Levasseur noted that Mayor was unable to attend the meeting.

ENGINEER'S REPORT

Engineer Jarquin announced that the monthly Engineer's Report has been submitted to Council for review regarding updates on various projects going on within the Borough.

Engineer Jarquin stated that dye testing had been performed with the assistance of Public Works regarding the Fountain Street/Sycamore Street Sewer Separation project. He added that the final ALCOSAN Grow Grant Application should be out by the end of the week.

Engineer Jarquin noted that there will be a pre-construction meeting with Independent Enterprise to discuss the upcoming 2018 Road Program.

Engineer Jarquin spoke regarding plans to meet with Mr. Kaczorowski and El Grande Construction regarding the Rain Garden/Park Improvement project maintenance and stabilization.

Engineer Jarquin noted that Gateway has submitted a report, and he has met with Mr. Kaczorowski, regarding the reopening of Ewing Road. Engineer Jarquin stated that Ewing Road should be restricted to low weight vehicles or passenger vehicles only. Engineer Jarquin also noted that most of the work can be completed by the Public Works Department; however, Gateway suggests the installation of a meter to measure any movement of the road.

Mr. Jarquin spoke in regards to the Clearview Avenue Storm Water Management project noting that in 2003 construction began on the first four phases of the project in order to manage thirty acres of storm water running down from above Clearview Avenue as well as the damage to the Boroughs

infrastructure. Mr. Jarquin stated that Phase V, which includes an additional underground storage tank, is the final phase that completes the Clearview Avenue project.

Mr. Jarquin commented in regards to the problems on Sterrett Street noting that the sewer lines needs to be inspected for blockages.

Mr. Levasseur asked members of Council to listens to the needs of residents and urged them to work together to provide a solution for the community noting that the wet weather season has only just begun.

Mr. Amendola asked Mr. Jarquin if the Borough needed to make funds available to allow for inspections or work to begin the process of determining the problem on Barr Avenue and Sterrett Street.

SOLICITOR'S REPORT

Solicitor Korbelt noted that regarding the re-opening of Ewing Road that the suggested weight restrictions are in accordance with the Borough Code. Solicitor Korbelt also noted that a traffic study will need to be conducted to determine if a 15 mile per hour restriction can be implemented. He also noted a new ordinance will need to be drafted to enforce these new restrictions.

Solicitor Korbelt spoke regarding an update on the Fire Inspection Ordinance. Mr. Korbelt noted that he and Mr. Crown are working with neighboring communities to collect ordinance samples and the new ordinance should be ready next month.

Solicitor Korbelt commented on the County Wide Storm Water Management Plan reporting that many communities are dealing with the same issues, and when possible, communities work together to share the burden of the cost of the work and repairs.

Solicitor Korbelt reminds the community that Paper Streets or Paper Alleys are not Borough Property and reverts to the adjacent property owners starting at the center line.

FIRE CHIEF'S REPORT

Fire Chief, Michael Crown, spoke in regards to the storm response on June 21, 2018. Mr. Crown noted that the Fire Department received thirty calls dispatched from Allegheny County and an additional dozen called into the station. Mr. Crown stated that seventeen were high water calls, three structure calls and two water rescues in addition to assisting Bridgeville with a search detail. Mr. Crown explained that life and property calls are the priority during flooding events. He also noted that utility hazard calls are a priority however, structure calls are top priority over all. Mr. Crown noted that the firefighters responded to a water rescue in the City of Pittsburgh at Morange Road.

Mr. Crown also noted that if the Borough would purchase a few smaller sump pumps he will outfit them with the proper fittings and they can be loaned out to residents for small flooding situations.

CRAFTON CELEBRATES

Angela Palchowski, Chair of Crafton Celebrates, reminded council and the audience that the committee is in need of volunteers for the upcoming festival. She also noted that due to request by citizens there will be additional games, an increase in vendors, as well as the addition of a beer garden. Ms. Palchowski stated that over eighty businesses are involved or have donated to the Celebrates festival. Ms. Palchowski also noted that new this year is the acceptance of cash at the food booths and beer garden, adding that the games and inflatables will still requires tickets.

Mr. Perry added that she spoke with Mr. Greiner from Carlynton Football Boosters regarding the beer garden. Mr. Perry stated that all the licensing and insurance requirements have been taken care of by Mr. Greiner and the Carlynton Football Boosters. Ms. Palchowski also stated that all the servers will be RAMP certified. Solicitor Korbel suggested that the Borough should be named as additional insured on the liability certificate. Solicitor Korbel stated that because the Borough is not serving the beer there would be no liability to the Borough.

MOTION: It was moved and seconded (*Rosario/Perry*) to approve the Carlynton Football Boosters to serve beer in the approved sixteen-ounce beverage cups during Crafton Celebrates pending that Crafton Borough is named additional insured on the Liability Insurance Certificate.

ROLL CALL VOTE: *Mr. Amendola (YES), Mr. Crouse (YES), Ms. Perry (YES), Ms. Glaser (YES), Ms. Damits (YES), Mr. Rosario (YES), Mr. Levasseur (YES).*

MOTION #4 was moved and seconded by a Roll Call Vote (7-0).

Mr. Levasseur requested a five-minute recess at this time.

BUSINESS AGENDA

ADMINISTRATION

MOTION: It was moved and seconded (*Damits/Crouse*) to direct the Borough Personnel to communicate using the newly implemented craftonborough.com email system; therefore, limiting Borough Personnel from communicating with elected officials' private email addresses with the exception that the email system is not functioning, Borough Personnel will be allowed to communicate using the elected officials private e-mail address.

MOTION #5 was moved and seconded by a Voice Vote (6-1).

MOTION: It was moved and seconded (*Rosario/Crouse*) to direct the Borough Staff to coordinate with DEP Technologies to migrate the Crafton Council Google Drive to the newly established Microsoft Sharepoint and OneDrive.

MOTION #6 was moved and seconded by a Unanimous Vote (7-0).

BLIGHT AND VACANT PROPERTIES:

Crafton Borough Interns, Eddie Solomon and Christopher Bell briefly discussed the research and work they have performed in regards to the Blight Enforcement Action Team (BEAT) as well as the progress made using the Geographic Information System (GIS). Mr. Solomon noted that they have met with individuals from neighboring communities and discussed the implementation of a Quality of Life (QOL) ordinance as well as a vacant property registration. Mr. Bell spoke in regards to a Rental Property Registration as well as suggesting an escalating fee structure. Mr. Bell also noted that they are creating new layers into the GIS that can work hand and hand with surveys available on the website for residents to submit questions or concerns as well as areas that need attention in borough.

Mr. Korbel stated that the Borough cannot generate revenue from these fees and that he will work with Council to create a proper fee structure if they wish.

MOTION: It was moved and seconded (*Crouse/Damits*) to authorize the Solicitor to research abandoned structures on Crafton Boulevard and prepare reports by the July 9, 2018 Council Meeting.

MOTION #7 was moved and seconded by a Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Crouse/Perry*) to direct the Building Inspector to evaluate the soundness of the structures on Crafton Boulevard and prepare reports by the July 9, 2018 Council Meeting.

MOTION #8 was moved and seconded by a Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Damits/Glaser*) to direct the Building Inspector to inspect 96 Noble Avenue structure to determine its soundness.

MOTION #9 was moved and seconded by a Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Damits/Rosario*) to authorize the Borough to obtain an appraiser to determine to value of 96 Noble Avenue and the appraiser to be selected by the President of Council and the Solicitor.

MOTION #10 was moved and seconded by a Voice Vote (6-1).

Solicitor Korbel noted that the Borough can obtain an unwritten appraisal at no cost adding that a written appraisal could cost approximately two thousand dollars or less.

MOTION: It was moved and seconded (*Crouse/Damits*) to authorize the Solicitor to review Vacant Property Ordinances and prepare and recommend an ordinance for the Borough by the July 9, 2018 Council Meeting.

MOTION #11 was moved and seconded by a Unanimous Vote (7-0).

FINANCE

MOTION: It was moved and seconded (*Perry/Crouse*) to authorize the Real Estate Refunds as submitted by Jordan Tax for 2017; Real Estate \$1,450.90, Road Tax \$490.65, Total \$1,941.55.

MOTION #12 was moved and seconded by Unanimous Vote (7-0).

PERSONNEL

MOTION: It was moved and seconded (*Rosario/Crouse*) to approve the hiring of Bradley Davis as an assistant swim coach for Crafton Crocodiles summer 2018.

MOTION #13 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Rosario/Glaser*) to approve the hiring of Julia Roussos and Patrick Byers as additional seasonal pool staff.

MOTION #14 was moved and seconded by Unanimous Vote (7-0).

Mr. Levasseur noted that prior to the meeting Council held and executive session to discuss personnel.

MOTION: It was moved and seconded (*Perry/Crouse*) to approve the request for funding to complete testing for the Borough Manager search not to exceed \$3,000.00.

MOTION #15 was moved and seconded by Unanimous Vote (7-0).

CRAFTON CIVIL SERVICE COMMISSION

MOTION: It was moved and seconded (*Damits/Rosario*) to accept the 2018 Police Department Eligibility List as presented by the Crafton Civil Service Commission.

MOTION #16 was moved and seconded by Unanimous Vote (7-0).

PLANNING AND ZONING

Resolution 2018-07 Definition of an Adult Oriented Business.

MOTION: It was moved and seconded (*Damits/Crouse*) to adopt Resolution 2018-07.

MOTION #17 was moved and seconded by Unanimous Vote (7-0).

Mr. Korbel states that this ordinance will allow the tattoo parlor to conduct business during the process of approval of the proposed amendment to the existing zoning ordinance.

PUBLIC SAFETY

MOTION: It was moved and seconded (*Damits/Rosario*) to authorize Public Works to install speed limit signs throughout the Borough in coordination with the Police Department.

MOTION #18 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Perry/Crouse*) to request the Fire Chief of Crafton Volunteer Fire Department to provide Council with an Updated Organizational Chart for the Crafton Volunteer Fire Department, detailing Chain of Command.

MOTION # 19 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Rosario/Damits*) to request the Chief of the Borough of Crafton Police Department to provide Council with an Updated Organizational Chart for the Borough of Crafton Police Department, detailing Chain of Command.

MOTION # 20 was moved and seconded by Unanimous Vote (7-0).

PUBLIC WORKS

MOTION: It was moved and seconded (*Rosario/Crouse*) as recommended by the Engineer, to proceed with Final Plans for Option 2- Clearview Avenue Reconstruction Stormwater Management Project Phase 5 [Final Phase] and to authorize the Engineer to advertise for bids.

MOTION # 21 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Damits/Rosario*) to direct the Public Works Director to provide Council with an Updated Organizational Chart for the Public Works Department, detailing Chain of Command.

MOTION # 22 was moved and seconded by Unanimous Vote (7-0).

MOTION: It was moved and seconded (*Rosario/Crouse*) to authorize Gateway Engineers to advertise for the demolition of 1508 Barr Avenue.

MOTION # 23 was moved and seconded by Unanimous Vote (7-0).

DISCUSSION

PLANNING

Mr. Rosario attended the Transit Oriented Development Meeting with University of Pittsburgh CONNECT, their consulting firm, Mr. Crouse, and the Borough Intern, Mr. Bell. Mr. Rosario stated that Crafton was noted as a prime location for transit-oriented development and the information received at this meeting will help develop ideas on how to improve Crafton as a place to visit and

encourage economic growth. Mr. Rosario also noted that they met with other Boroughs and reviewed similar plans in other communities. Mr. Bell noted the planning and development could take up to eighteen months. Mr. Bell also noted there are ten communities participating in these discussions.

Mr. Rosario noted that the next meeting will be held July 24, 2018.

PUBLIC SAFETY

Mr. Levasseur discussed the National Incident Management System (NIMS) as well as training and tabletop exercises conducted through the department of Homeland Security. Mr. Levasseur noted that he would like to make the necessary steps to ensure the Borough is prepared and can respond effectively and efficiently.

COMMUNITY ANNOUNCEMENTS

- **SAVVY CITIZEN**- <https://savvycitizenapp.com/SignIn>; downloadable as an application for your smart phone, tablet or other device connected to an application store.
- **PLANNING COMMISSION MEETING**- June 26, 2018 at 7PM in the Council Chambers of the Community Center
- **CRAFTON CELEBRATES**
 - June 30, 2018 – PARADE begins at 2:00 pm
 - Festival Hours June 30-July 1- 3PM to 10:30PM
 - Festival Hours July 2-July 3- 6PM to 10:30PM
 - Festival Hours July 4- 3PM to 10:30PM- (Fireworks begin at dusk)
 - Firecracker 5k- July 4 8AM- Run or Walk (Registration 7AM)
 - * Volunteers needed contact craftoncelebrates@gmail.com
- **CONCERTS IN THE PARK** – Begin Thursday, July 12, 2018 @ 7:30 pm
West Hills Symphonic Band
- **2018 SIDE YARD AND BLIGHTED STRUCTURE PROGRAM**
 - Accepting applications through August 31, 2018 * More information on our website www.crafton.org
- **INGRAM DAYS** – July 21 & 22, 2018 – Ingram Park
- **CRAFTON-INGRAM ROTARY** – Rib & Chicken Fest
 - Thursday, August 2, 2018 – Crafton Park
- **ADMINISTRATIVE OFFICES CLOSED** – Wednesday, July 4, 2018
- **HOMEOWNERS PLEASE CONSIDER REVIEWING YOUR INSURANCE POLICIES**
 - Most homeowner and business insurance policies do not cover sewer backup unless specific sewer backup coverage is added to the policy, according to the Insurance

Information Institute (I.I.I.). (<https://www.iii.org/article/protect-your-house-from-sewer-backups>).

- **SCHOOL DISTRICT TAX COLLECTION**

Jordan Tax Service, Inc will be in the Community Center to collect school taxes on the following dates for residents wishing to take advantage of the discount.

Tuesday, August 28, 2018 – 1:00 PM to 4:00 PM

Friday, August 31, 2018 – 9:00 AM to 12:00 PM

ADDITIONAL CITIZENS COMMENTS

Ginger Hites, Vice President Crafton Crocodiles, asked council to consider a wage increase for the Assistant Swim Coaches for Crafton Crocodiles 2019 swim season from \$350 to \$500. Ms. Hites noted that the swim coaches have made the same wage for the past thirty years.

Dave Plummer, 92 Noble Avenue, questioned the notification process regarding the business occupancy approval as well as the ordinance amendment.

Kathy Watson, 74 Fountain Street, requested to have Sycamore Street added to the paving schedule.

ADJOURNMENT

The meeting was adjourned at 10:41 PM.

Respectfully submitted,
Carissima J. Kerns, Administrative Assistant