

Borough of Crafton
Council Meeting
Thursday, October 14, 2021.

(Council Meetings are broadcasted live via Zoom Communications Webinar)

1. CALL TO ORDER

President Levasseur called to order the Discussion Meeting of the Crafton Borough Council, Thursday, October 14, 2021, at 7:17 PM.

2. FLAG SALUTE

The flag salute was led by Mr. Amendola.

3. ROLL CALL

Interim Manager Sample recorded five (5) members of Council, present as follows: Mr. Amendola, Mr. Chandler, Mr. Crouse, Mr. Levasseur, and Ms. Perry. Also present were Mayor Bloom, Solicitor Korbel and Engineer Minsterman. Absent was Mr. Crown. **Mr. Oliverio joined later in the meeting.

4. CONSENT AGENDA

MOTION #1: It was moved and seconded (*Perry/Crouse*) to approve the October 14, 2021, Consent Agenda (including the Meeting Minutes dated September 23, 2021, and the Bill List dated October 14, 2021).

MOTION #1 carries by a Unanimous Vote (5-0).

5. PUBLIC COMMENT ON AGENDA ITEMS

There were no citizen comments on agenda items.

6. PRESIDENT'S REPORT

Mr. Levasseur spoke regarding the ongoing construction throughout the Borough and gave an update on the Consent Order Agreement.

7. MAYOR'S REPORT

Mayor Bloom inquired about the construction across the Oakwood Bridge.

Engineer Minsterman stated that the work is being performed by the City of Pittsburgh, Pittsburgh Water and Sewer Authority, and stated that it is separate from the Crafton Boulevard Separation project.

8. ENGINEER'S REPORT

Engineer Minsterman gave an update on the construction of the following projects: the Crafton Boulevard Sewer Separation, Woodlawn/Fountain Sewer Separation, and the N. Emily/Johnston Street Sewer Repair. He also gave an update on the Consent Order Agreement, which is still pending, as it has not been received from Allegheny County.

Engineer Minsterman also spoke regarding the bids received for the Public Works Building. He stated that the bid from COSTARS is not final, due to the varying prices of material and shipping. Engineer Minsterman noted that Gateway will issue a deadline for the contractor to submit a definite price before they can give Crafton a bid recommendation.

9. SOLICITOR'S REPORT

Solicitor Korbel announced that Council Members held an executive session following the previous meeting to discuss Real Estate matters.

Solicitor Korbel noted that he reviewed the Borough's Social Media Policy and the proposed amendments of the Street Opening Ordinance. He noted that the anticipated date of adoption for the amended Street Opening Ordinance would need to be pushed back due to the advertising requirements.

Engineer Minsterman gave a brief update on the proposed Street Opening Ordinance amendments and noted that the changes will ensure that Utility Companies are accountable for restoration work and that they adhere to the permitting process.

Solicitor Korbel also gave a brief update on the new Sunshine Act requirements regarding the publication of the agenda and the requirements for approval of advertising.

10. MANAGER'S REPORT

Interim Manager Sample noted the Managers Report was posted on the OneDrive for Council to review and stated that most of those items will be discussed later in the meeting.

11. STANDING COMMITTEE REPORTS

FINANCE AND ADMINISTRATION COMMITTEE

OPERATIONAL AND ORGANIZATIONAL ASSESSMENT

Ms. Perry stated that the Committee met with the Financial Consultant, Basic Business Concepts, to discuss the 2022 Budget and will continue over the next few weeks to work on preparation of the budget for the upcoming Budget Workshop that will be held following the next meeting on October 28th. She also noted that the Committee is recommending an operational and organization assessment to be performed by an outside consultant.

MOTION #2: It was moved and seconded (*Perry/Chandler*) to authorize the Interim Manager to advertise and solicit the Request for Proposal (RFP) for an Operational and Organizational Assessment of the Borough's operations.

Mr. Crouse asked for clarification of the reasoning and purpose for requesting this assessment.

Mr. Oliverio stated that the assessment will cover staffing levels and operations, policies, handbooks and then they will make a recommendation for suggested changes.

Council continued discussion regarding the process of completing the assessment and how this can improve the operations of the Borough overall.

MOTION #2 carries by a Unanimous Vote (6-0).

CDBG AND GRANT FUNDING OPPORTUNITIES

Interim Manager Sample noted that the next three motions are to request CDBG grant funds for the Duncan Sidewalk replacement project and the demolition of both 64 S. Grandview Avenue and 11 Fountain Street.

MOTION #3: It was moved and seconded (*Chandler/Crouse*) to adopt Resolution No. 2021-016 formally requesting grant funds from Year 48 CDBG funding for Duncan Avenue Sidewalk Replacement Project.

MOTION #3 carries by a Unanimous Vote (6-0).

MOTION #4: It was moved and seconded (*Crouse/Chandler*) to adopt Resolution No. 2021-017 formally requesting grant funds from Year 48 CDBG funding for Demolition of 64 South Grandview Avenue and 11 Fountain Street.

Mr. Crouse inquired about the property titles once the structures have been demolished.

Solicitor Korbel stated that the Borough cannot take possession of the property but could consider purchasing the land for development.

Council discussed the possibilities of what could be done with a property when the Borough demolishes the structure.

MOTION #4 carries by a Unanimous Vote (6-0).

MOTION #5: It was moved and seconded (*Crouse/Chandler*) to adopt Resolution No. 2021-018 designating 64 South Grandview Avenue and 11 Fountain Street as blighted.

MOTION #5 carries by a Unanimous Vote (6-0).

Interim Manager Sample announced a new grant opportunity for the Borough to receive funds that will assist with the replacement of the Borough's Public Stairways. He stated that Public Works is getting the information together for submission of this grant application. Interim Manager Sample noted that the max amount of funds available is \$500,000 and that the match for Crafton would be approximately 10%.

MOTION #6: It was moved and seconded (*Crouse/Chandler*) to adopt Resolution No. 2021-019 to authorize the Interim Borough Manager to submit a grant to GEDTF for the replacement of public stairs throughout the Borough.

Interim Manager Sample noted that there are eight sets of public stairs in the Borough.

Council discussed the liability resulting from the conditions of the public stairways.

MOTION #6 carries by a Unanimous Vote (6-0).

BUDGET WORKSHOPS & MEETING DATE CHANGES

Interim Manager noted that the Budget Workshops have been scheduled and added that the November meetings will be moved as noted in the motion.

MOTION #7: It was moved and seconded (*Chandler/Perry*) to authorize the Interim Manager to advertise the following meetings: 1) Council Meeting on October 28th, 2021 at 6:30 PM to be immediately followed by Budget Workshop, 2) Council meeting for November 9th, 2021 at 6:30 PM to be immediately followed by Budget Workshop, 3) Budget Workshop meeting on November 16th, 2021 at 6:30 PM and 4) Council meeting for November 23rd, 2021 at 6:30PM to be immediately followed by Budget Workshop.

MOTION #7 carries by a Unanimous Vote (6-0).

COMMUNITY SERVICES AND INFRASTRUCTURE COMMITTEE

PART-TIME PUBLIC WORKS LABORERS

Interim Manager Sample recommended the addition of two Part-Time Seasonal Public Works Laborers to help with leaf collection.

MOTION #8: It was moved and seconded (*Chandler/Crouse*) to authorize the Interim Manager to advertise and hire two (2) part-time public works seasonal employees.

MOTION #8 carries by a Unanimous Vote (6-0).

SOLID WASTE AND RECYCLE CONTRACT EXTENSION

Interim Manager Sample noted that Council will need to decide to approve option year three to extend the original Solid Waste and Recycle Contract with Waste Management or to begin the process to solicit bids.

STREET SWEEPING SCHEDULE

Interim Manager Sample announced that he is preparing a schedule for parking to allow for optimal sweeping and cleaning of the streets.

Engineer Minsterman spoke regarding the importance of keeping the streets clean in relation to the operations and maintenance of the sewers.

COMMERCIAL VEHICLE PARKING ORDINANCE

Mr. Levasseur noted that he had received several complaints regarding the requirement of parking permits for overnight parking of commercial vehicles and questioned why it is also enforced on resident vehicles with tool or work racks.

Mayor Bloom stated that it is not clear cut, and the line must be drawn to allow for proper enforcement. He added that the ordinance was enacted to help with overcrowding of the already limited on street parking in the Borough. Mayor Bloom stated that he recommends not changing the Commercial Vehicle Parking ordinance.

Council discussed the Commercial Vehicle Parking ordinance and definitions of a Commercial Vehicle.

Solicitor Korbel recommended that Council members read through the ordinance and bring suggestions at a future time.

COMMUNICATION, RECREATION, AND COMMUNITY EVENTS COMMITTEE

Mr. Oliverio noted that the Committee met on September 21st and noted that Council had approved the contract with Hollowood for the installation of the AV equipment. He also noted that the proposed Social Media Policy will be sent out for Council review.

Mr. Oliverio thanked Ms. Perry for her time and dedication to the newest edition of the Crafton Courier.

EMERGENCY PREPAREDNESS COMMITTEE

Mr. Amendola had nothing to report.

12. COMMUNITY ANNOUNCEMENTS

- The Crafton Mini-Golf will be open on FRIDAYS and SATURDAYS each week, from 7PM to 9PM, throughout the Summer. Cost to Play is \$2 per person. All CDC, State and Local COVID Guidelines will be followed.

- Crafton Borough Recreation Board is proud to announce the second annual Haunted Crafton driving tour! The tour will be a self-guided audio driving tour through the spookiest places in Crafton. Some of what you hear will be actual hauntings and others only come out into the yard around Halloween. Monetary and food donations will be given to the Crafton Ingram Food Bank, donations of kid-size hats and gloves will be given to the Crafton Elementary School. The tour begins on October 23rd, 2021 and will go through November 1st, 2021 (homes will be lit nightly from 6:30 pm to 10:30 pm). Though the tour is available the entire week leading up to Halloween, it will be “extra spooky” for one night only. Please visit the Borough’s website at <https://www.craftonborough.com/parks-recreation> for more information.

Mr. Oliverio noted one correction to the Mini Golf announcement stating that it will take place throughout October, not the summer.

13. PUBLIC COMMENT

Arron Kendeall, 25 S. Emily Street, spoke in support of replacing the borough public stairways.

14. ADJOURNMENT

The meeting was adjourned 8:43 P.M.

Respectfully Submitted
Carissima Kerns, Borough Secretary