

Borough of Crafton  
Monday, September 23, 2019

### **1. CALL TO ORDER**

President Perry called to order the Regular Meeting of the Crafton Borough Council, Monday, September 23, 2019 at 7:21 PM.

### **2. FLAG SALUTE**

The flag salute was led by Mr. Amendola.

### **3. ROLL CALL**

Manager Susko recorded seven (7) members of Council present as follows: Mr. Crouse, Ms. Damits, Ms. Glaser, Mr. Levasseur, Mr. Valcheff, Mr. Amendola and Ms. Perry. Also present were Mayor Bloom, Solicitor Korbel, Engineer Minsterman and Public Works Director Kaczorowski.

### **4. APPROVAL OF THE BILL LIST**

**MOTION #1:** It was moved and seconded (*Levasseur/Damits*) to approve the Bill List dated September 23, 2019, as presented.

**MOTION #1** carries by a Unanimous Vote (7-0).

### **5. APPROVAL OF THE MINUTES:**

**MOTION #2:** It was moved and seconded (*Valcheff/Glaser*) to approve the Minutes dated September 9, 2019, as presented.

**MOTION #2** carries by a Unanimous Vote (7-0).

### **6. CITIZEN'S PRESENT TO ADDRESS COUNCIL/Agenda Items Only:**

*Susan Mucha, 269 Clearview Avenue*, asked for an update on the progress of the Clearview Avenue Project and noted that there were several items on the punchlist that were not completed by the Contractor.

Ms. Perry directed Manager Susko and Engineer Minsterman to schedule meeting and walk through, with Ms. Mucha, of the construction site and asked for a follow up at a future meeting.

*Richard Angros, 20 Thomas Street*, spoke regarding continuous backups at his rental property which started after the completion of the Thomas Street Separation project and added that this problem occurs with every heavy rainfall. Mr. Angros noted that he has had a plumber out to CCTV his lateral and the video shows no issues in his private line.

Public Works Director Kaczorowski stated that he had received notification of this issue last week and Public Works had responded by checking the main line. Public Works Director

Kaczorowski noted that everything was clear and moving as it should be at the time of inspection.

Mr. Levasseur reminded Mr. Angros about the Backflow Prevention Device Mini-Grant and noted that he should keep documentation of his flooding/backups as well as any work done by a professional plumber.

Ms. Perry requested that the Public Works Director and the Engineer schedule a meeting with Mr. Angros to discuss his issues in further detail.

Manager Susko gave a brief summary of the process for the Backflow Prevention Device Mini-Grant program and what Mr. Angros might need to document to take advantage.

### **7. ACKNOWLEDGE RECEIPT OF WRITTEN REPORTS**

Ms. Perry acknowledged the receipt of the following written reports for August 2019: Financial Report, Act 511, Trash Collection and Property Tax Report, Police Report, ~~E.M.S. Report~~, Ordinance Officer's Report, Building Inspection Report, Public Works Report, ~~Fire Department Report~~ and Library Report.

Note: Treasurer's Report will be delivered next month due to time constraints.

### **8. PRESIDENT'S REPORT**

Ms. Perry announced that Crafton had been awarded the GTRP grant for the Park Safety Surface in the amount of \$175,000.

Ms. Perry also announced that Council held an information only session prior to the regular meeting regarding the implementation of the rental inspection ordinance No. 1654 that was passed at a previous meeting.

Ms. Perry stated that the new ALCOSAN consent order requirements had been released.

Ms. Perry noted that there will be an update on the Park & Ride lot discussion.

### **9. MAYOR'S REPORT**

Mayor Bloom spoke regarding the Dinsmore Avenue & Elmwood Street stop sign request he had received. Mayor Bloom stated that this intersection is a part of State Route 60 and added that the Borough does not have the authority to install a stop sign on a State Highway. Mayor Bloom added that he had completed an investigation of the intersection and came away with two solutions; first, he requested a "No Parking – Here to Corner" sign be placed on the west side of Dinsmore Avenue, and second, he spoke with the property owner on the corner lot and requested a bush be removed to improve visibility of the intersection.

### **10. ENGINEER'S REPORT**

Engineer Minsterman updated Council on the W. Crafton and W. Steuben ADA Curb Ramps and Inlets. Engineer Minsterman stated that the cost to replace the Curb Ramps and Inlets would be roughly around thirty-thousand dollars. He also added that a Traffic Engineer is still looking at the intersections at the top of Church Hill and noted that Council can expect a memo in the next report.

Engineer Minsterman announced that the 2018 Road Paving Program was completed, and final payment is on the agenda for approval. Engineer Minsterman added that the 2019 Road Paving Program should be underway soon noting that Mele & Mele are still expected to complete the project by their original completion date of October 25, 2019.

Engineer Minsterman gave a brief update on the ALCOSAN consent decree with the EPA. Engineer Minsterman added that ALCOSAN will be required to make a legally binding municipal source agreement with each community, specifically noting designation of elimination efforts to stop water from getting into the pipes, i.e. bigger pipes for discharge. Engineer Minsterman noted that ALCOSAN will plan to spread these expenses overtime and added that customers can expect to see a 10% rate increase each year, relating to the treatment and transport of sewage.

Mr. Levasseur added that the DEP will require ALCOSAN to enforce each community to comply with the new regulations. Mr. Levasseur noted that grant monies are limited and stated the PennVest loans are also an option.

Public Works Director Kaczorowski stated that the inhouse paving program has been put on hold until a repair part for the paver can be acquired. Public Works Director Kaczorowski noted that this paving project has concentrated solely on the alleys, such as, Pine, Orange and Nancy, and is separate from the contracted Paving Program.

Public Works Director Kaczorowski announced that he had received two quotes for sealing and striping of the Park & Ride. Public Works Director Kaczorowski stated that the quotes ranged from \$6,100 to \$7,358 and added that this should be considered for the 2020 budget due to weather and time constraints. He also noted that the Public Works Department could complete this project (less the striping) for around \$1,697.

## **11. SOLICITOR'S REPORT**

Solicitor Korbel gave a brief description of the three documents pertaining to the Park & Ride, such as, the Ground Lease between Crafton Borough and the Crafton Volunteer Fire Department, the Lease Agreement between the Port Authority and the Crafton Volunteer Fire Department, and the Maintenance Agreement between Crafton Borough and the Crafton Volunteer Fire Department. Solicitor Korbel stated that the Maintenance Agreement holds the Borough accountable for snow removal, weeding, mulching and tree trimming and removal, and added that paving, patching and striping should be split evenly between the Borough and the Fire Department. Solicitor Korbel also added that both Lease Agreements do not expire until sometime in 2029.

Ms. Perry stated that the Borough will work with the Fire Department to get the maintenance plan back on track.

Mr. Valcheff suggested that the agreement be revised by stating what spots are reserved for Borough use.

## **12. MANAGERS REPORT**

Manager Susko gave a brief description of the motions on the meeting agenda. Manager Susko first noted the three motions under the Administration section, the proposal for the TRAIRS Software and data integration, a resolution to accept the 2020 Minimal Municipal Obligation for both the Police Pension and the Non-Uniform Pension and the Ordinance advertisement for the cooperative agreement with the City of Pittsburgh for Ingram Avenue paving. Manager Susko then noted the four motions under the Public Works section, two Pay Applications for the O&M contract work, the final Pay Application for the 2018 Road Program and bid award for the CDBG Year 45 ADA Curb Ramps.

Manager Susko spoke regarding the GTRP or Greenways, Trails and Recreation Projects grant and noted that this grant will cover the purchase and installation of a new rubberized, interlocking safety surface at the main playground site. Manager Susko added that this is part one of a two-part grant process and stated that if the second grant is received it will cover this same safety surface in the two small parks as well as the new pool liner. Manager Susko thanked State Representative Dan Deasy for advocating for Crafton Borough.

Public Works Director Kaczorowski added that the current surface at the parks are high maintenance and costly. He added that the new surface will be easier to maintain and create a safer playground for children to play in.

Mr. Crouse inquired about an update on the main park fence.

Public Works Director Kaczorowski confirmed that he has been working to receive quotes to complete the enclosure of the fence at the main park, fill in the gaps and install a maintenance gate.

Ms. Damits inquired if the Borough should reach out to the company who installed the last liner at the pool.

Public Works Director Kaczorowski noted that the current liner is 20 years old and added that Crafton is lucky to have had this liner hold up for so long. Public Works Director Kaczorowski added that the new liner will include the walls, floors and gutters.

## **13. BUSINESS AGENDA**

### ***A. ADMINISTRATION***

**MOTION #3:** It was moved and seconded (*Amendola/Valcheff*) to approve the proposal from TRAIRS for the provision of asset management software, including a one-time fee for initial data integration and the creation of automated permitting and inspection documents at a cost not to exceed \$12,000.

Mr. Valcheff asked for clarification on several aspects of the TRAIRS Software, such as, what modules will be included, what kind of training is included, will the staff be able to use the software right away and if the software can integrate with other departments.

Mr. Levasseur also asked what modules are included and if they offer document management.

Manager Susko stated that the proposal includes Permit Centrl, Asset Centrl, Land Centrl and Inspection Centrl. Manager Susko added that the Borough does not have a need for Fleet Management and added that our current Service Request Portal may be able to integrate with the new system. Manager Susko noted that the system is a similar platform to the current G.I.S., which the staff is already using, and will integrate data easily in a more organized and efficient way. Manager Susko noted that paper files could be scanned and added over time. Manager Susko also stated that there are time saving features such as auto generation of notices, permits, door hangers, etc... and noted that most modules can be customized at the customer's request.

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

**MOTION #3:** carries by a Roll Call Vote (7-0).

**MOTION #4:** It was moved and seconded (*Amendola/Valcheff*) to approve Resolution 2019-13 adopting the 2020 Minimum Municipal Obligation (MMO) as prepared by Mockenhaupt Benefits Group.

**MOTION #4:** carries by a Unanimous Vote (7-0).

**MOTION #5:** It was moved and seconded (*Glaser/Levasseur*) to advertise an ordinance authorizing the Borough to enter into a Cooperative Agreement with the City of Pittsburgh for the paving of Ingram Avenue.

**MOTION #5:** carries by a Unanimous Vote (7-0).

Mr. Levasseur inquired if there was a set start date for paving.

Manager Susko stated that there was no scheduled start date for the Ingram Avenue paving.

Public Works Director Kaczorowski noted that the paving would take place this fall.

## ***B. PUBLIC WORKS***

**MOTION #6:** It was moved and seconded (*Levasseur/Damits*) to approve Pay Application #2 for the 2019 O&M Sewer Repairs, Contract B – Lining Repairs project to Insight Pipe Contracting, Inc. at an amount of \$93,594.62 as recommended by the Borough Engineer.

Mr. Valcheff asked if this payment falls under the Borough's matching funds for the ALCOSAN grants.

Engineer Minsterman stated that the matching grant funds fall under each specific project.

Manager Susko noted that this project falls under the annual maintenance continuance requirements under the Consent Order Agreement with ALCOSAN.

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

**MOTION #7:** It was moved and seconded (*Amendola/Valcheff*) to approve Pay Application #1 for the 2019 O&M Sewer Repair, Contract A – Excavation Repairs project to Roto-Rooter Services Company in the amount of \$135,106.15 as recommended by the Borough Engineer.

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

**MOTION #8:** It was moved and seconded (*Levasseur/Valcheff*) to approve Pay Application #3 (Final) for the 2018 Road Program to Independent Enterprises, Inc. at an amount of \$15,775.74 as recommended by the Borough Engineer. This is the final pay application for this contract and is for release of the retainage held on the 2018 Road Program contract until completion of all punchlist items.

Mr. Valcheff asked if this project pertained to the question raised earlier regarding Clearview Avenue project.

Manager Susko assured Mr. Valcheff that this project was not in correlation to the Clearview Avenue concerns.

Ms. Damits inquired about the tree restoration on N. Linwood Avenue, such as, curb repairs along the tree line.

Engineer Minsterman explained that it is best for the Borough to include this work in future contracts and added that the final payment does not include the original tree work on the punch list.

**MOTION #8:** carries by a Unanimous Vote (7-0).

**MOTION #9:** It was moved and seconded (*Valcheff/Levasseur*) to award the bid for the CDBG Year 45, ADA Curb Ramps project to the low bidder, A. Folino Construction, at an amount of \$32,155, as recommended by the Borough Engineer. This award

is contingent upon CDBG grant funds being confirmed by Allegheny County as received from HUD. If confirmed, the grant will cover the entire bid amount.

Mr. Valcheff inquired if this is the same contractor that installed the ADA Ramps that Council has been discussing on W. Crafton Avenue.

Engineer Minsterman stated that this is the same contractor that completed the Clearview Phase V project.

Public Works Director Kaczorowski stated that the ADA Ramps and Inlets that Council is concerned with were installed in 2012, seven years ago. Public Works Director Kaczorowski added that the deficiencies in the curb ramps are not due to the contractor but normal wear and tear. Public Works Director Kaczorowski added that it was a PennDOT project at the time of completion.

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

**MOTION #9:** carries by a Roll Call Vote (7-0).

#### **14. OTHER DISCUSSION ITEMS**

Ms. Glaser inquired as to why the Borough should pay for repairs that should have been completed by PennDOT and stated that these issues were ongoing.

Engineer Minsterman noted that the Borough can appeal to PennDOT and give them the option to make the repairs.

Mr. Amendola suggested that Manager Susko reach out to PennDOT and see if they would be willing to make the repairs.

Mr. Levasseur stated that it could also fall under ALCOSAN to take responsibility for the ADA Curb Ramps and Inlets.

Mr. Valcheff inquired about passing legislation to stop vehicles from parking along the yellow curb on Crafton Boulevard near Bradford Avenue.

Public Works Director Kaczorowski noted that there is no need to pass any legislation, cars are parked illegally due to driveways that exist along the curb.

Mr. Valcheff inquired about an update on the possibility of moving the yellow line on W. Crafton Avenue to allow for parking.

Engineer Minsterman stated that this will be included in the Traffic Engineer's memo in the next report.

Mr. Valcheff inquired about the Shade Tree issues at the Hawthorne Church.

Ms. Perry noted that she had not followed up but will contact the Church and set up a follow up meeting with the Shade Tree Commission and Public Works.

Mr. Valcheff reminded Mr. Crouse and Mr. Amendola that he is waiting on their feedback regarding the mission statement.

Mr. Levasseur asked Manager Susko what work had been done toward the future goals of the parking lot.

Ms. Perry noted that this was a conversation for a future meeting or possibly a Planning Commission meeting and reminded Council that there are still 11 years left in the lease agreement.

Manager Susko noted that Port Authority Transit is excited for Crafton to complete the zoning rewrite and they are looking to support Crafton's efforts.

Public Works Director Kaczorowski announced that the Crafton Boulevard house has been demolished and is just waiting on final cleanup by the Contractor.

## **15. DISCUSSION ITEMS**

### ***COMPREHENSIVE PLAN PROGRESS REPORT***

Mr. Valcheff commended Manager Susko on her well written Comprehensive Plan Progress Report and noted that the report is reflective of Manager Susko's efforts as well as the goals and discussions of Council. Mr. Valcheff outlines specific actions taken to complete some of these goals such as the implementation of TRAIRS and noted that it will complement the efforts of the Code Enforcement Officer as well as the Blight Enforcement efforts. Mr. Valcheff stated that he would like to see an Economic Development brochure added to the website to help draw new businesses into the Borough as well as an increase in community input.

Ms. Perry noted that she will work with Mr. Valcheff on the Economic Development brochure.

Mr. Valcheff inquired about a Social Media Policy for the Borough.

Solicitor Korbel asked Mr. Valcheff if he was referring to an Employee or Employer Policy and noted that any policy implemented would only affect the Non-Union employees.

Mr. Valcheff inquired about reinstating the junior government program and requested that Manager Susko reach out to the school district to make that connection.

Mr. Valcheff requested to have the latest edition of the newsletter added to the website and if it is possible to make the service request button more visible.



Mr. Valcheff suggested that Council include safety and infrastructure as part of the Comprehensive Plan.

Ms. Glaser handed Manager Susko the list of students who may be interested in helping with the walkability study and tree inventory.

## **16. COMMUNITY ANNOUNCEMENTS**

- **Downtown Crafton Block Party/Pop-Up Event** will be held on **Sunday, October 6 from 10 AM - 4PM.**  
Noble Avenue will be closed to vehicles from the intersections of Bradford Avenue and Crennell Avenue (the intersection will remain open to traffic) and become a pedestrian friendly space with activities for all ages, “green” pop-up features to help visualize what a street scape could look like, and the official launch of our “I ♥ Crafton” business district branding!

Business participants and activities are still being finalized. If you own a local business in the downtown district (area surrounding Noble Avenue, E. Crafton Avenue, Crennell Avenue, and the Crafton Boulevard shops) and are interested in setting up a table to promote your business, please contact the Borough Administrative Office at 412-921-0752.

Manager Susko noted a few activities for kids such as, cornhole, “touch a truck” at the Fire Department and a Kids Reading Corner set up by the Crafton Public Library.

Mr. Valcheff reminded the community that the last meeting with the School Board regarding the Superintendent hiring is tomorrow and urged the community to show up and give their input.

## **17. ADDITIONAL CITIZENS COMMENTS**

Ms. Perry announced that there are no additional comments.

## ***ADJOURNMENT***

The meeting was adjourned at 9:41 PM.

Respectfully submitted,  
Carissima Kerns, Borough Secretary