

Borough of Crafton
Council Meeting
Monday, September 9, 2019

1. CALL TO ORDER

President Perry called to order the Meeting of the Crafton Borough Council, Monday, September 9, 2019 at 7:15 PM.

2. FLAG SALUTE

The flag salute was led by Mr. Valcheff.

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 was Solicitor Korbelt. Absent was Mayor Bloom.

4. APPROVAL OF THE BILL LIST

MOTION #1: It was moved and seconded (*Amendola/Crouse*) to approve the Bill List dated September 9, 2019 as presented.

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

5. APPROVAL OF THE MINUTES:

MOTION #2: It was moved and seconded (*Crouse/Amendola*) to approve the Minutes dated August 26, 2019 as presented.

MOTION #2 carries by a Voice Vote (6-0-1). *Mr. Levasseur (ABSTAINED)*.

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

Ms. Perry noted that there were no residents signed up to speak.

7. PRESIDENT'S REPORT

Ms. Perry announced that Council had held two Executive Sessions since the last Council Meeting where they discussed matters of personnel, labor negotiations and real estate.

Ms. Perry spoke to clarify why Council Members hold an Executive Session; she went on to summarize the rules and laws on the Open Meeting Act, the Sunshine Act and the Right-To-Know Law. Ms. Perry explained to Council and the audience that an Executive Session's purpose is to allow Board Members to discuss certain confidential information such as; current or prospective employees or appointment matters, strategy and negotiation sessions, collective bargaining, the purchase or lease of real estate, to consult with an Attorney for legal advice pertaining to these matters or to discuss agency business that, if discussed in a public setting, would violate a lawful privilege or lead to the disclosure or confidentiality protected by law. Ms.

Perry then outlined the procedures required to hold an Executive Session as follows; first, an Executive Session must be held during or at the conclusion of a meeting or at a future date and time and each Executive Session, and its purpose, must be announced at the public meeting prior or immediately following the Executive Session; second, if a meeting is not scheduled in advance, each Board Member must be notified twenty-four hours prior and the notice must include the date, time and purpose of the meeting. Ms. Perry stated that during executive session, under the act, there can be no parliamentary action taken, all voting must be conducted in an open public meeting.

Ms. Perry urged Council and Residents to ignore rumors noting that these often stem from those who disregard the rules and confidentiality of an Executive Session and reminded everyone that any action taken will be conducted in an open meeting with the opportunity for public comment.

Ms. Perry continued by discussing what types of information are exempt by the Right-To-Know Law; for example, a record that reflects the internal pre-decisional deliberation of an agency or pre-decisional deliberations between two agencies, including budget recommendation, legislative proposal, legislative amendment, policy or course of action used in pre-decisional deliberations or the strategy used to develop a successful adoption of a budget, legislative proposal or regulation, a record that constitutes or reveals a trade secret or confidential proprietary information.

Ms. Perry stated that she hopes this information will help the community understand the conduct and purpose of an Executive Session and added that this information can be made available to the public.

8. MAYOR'S REPORT

Ms. Perry noted that there was no Mayor's Report due to his absence.

9. SOLICITOR'S REPORT

Solicitor Korbel stated that he had no additional comments.

10. MANAGER'S REPORT

AGENDA ITEM DETAIL

Manager Susko noted that there is one motion on the agenda to approve a resolution for the Borough to apply for a "RAAC" grant.

FALL/WINTER NEWSLETTER

Manager Susko announced that the Fall Newsletter should be hitting homes next week.

TREE INVENTORY KICKOFF

Manager Susko spoke about the tree inventory and announced that Crafton will be partnering with the Penn State Extension Campus Forestry Program who will be sending two interns for approximately one and a half months to walk the Borough and conduct a full inventory of the shade trees and noted that they will also map the tree locations in the G.I.S. system.

MS4 WAIVER

Manager Susko stated that the Borough received its MS4 waiver which continues through 2025.

GRANT APPLICATIONS

Manager Susko gave an update on the current grant applications and noted that there are three applications for CDBG funds, including the W. Steuben Street inlets, the W. Steuben Street ADA ramps and the demolition of 52 Baldwick Road. Manager Susko also noted that an additional GEDF grant application will be filed for the safety surface for the small parks and a new water feature in the swimming pool.

TRAIASER ASSET MANAGEMENT SYSTEM

Manager Susko announced that the administrative office had begun demonstrating different asset management software products which will help pull together Borough data including GIS, code enforcement, shade trees, sidewalks, permitting, sewers and roads all in one local accessible place. Manager Susko noted that TRAIASER comes highly recommended, will work with the current GIS and is offered at a reasonable fee. Manager Susko added that this will be a central stop for Borough data and information. Manager Susko asked Council to direct any questions or recommendations to herself.

Ms. Glaser inquired about the ADA ramps at the bottom of W. Crafton Avenue.

Ms. Damits reported that the sidewalk and ramps were replaced nearly four years ago and added that they may have been under a bond when they became defective.

Council continued discussion regarding the W. Crafton Avenue ADA Ramps including when the project was completed, who was the contractor, who is responsible for the repair and whether repairs could be covered under a bond or warranty.

Manager Susko stated that she will find out when the road was resurfaced and what contractor completed the project in order to come up with a timely solution.

Mr. Valcheff asked for clarification regarding the management software platform and if the current inspectors use the software.

Manager Susko confirmed that that the monthly fee includes the cloud based “service as a software”, all software upgrades and added that all data will be owned by the Borough. Manager Susko noted that B.I.U. does not handle the paperwork or administrative side of the inspections/permitting.

COMPREHENSIVE PLAN PROGRESS REPORT

Manager Susko supplied a copy of the Comprehensive Plan Progress Report to Council and stated that the information will be available on the website tomorrow. Manager Susko noted that the report provides an update, section by section, on the Thrive Comprehensive Plan that outlines the recommendations that Crafton has completed, what recommendations are still under consideration, a detailed summary with future goals for completion and finally a recommendation of what items may no longer be realistic goals for the Borough.

Manager Susko noted volunteers are desperately needed to help complete many of the comprehensive plan recommendations.

Ms. Perry suggested that Council takes some time to review the report, as it is a lot of information to take in at one time, and suggests Council comes back to discuss at later meetings.

Mr. Valcheff also suggested that we make the discussion open to public comment and suggested that Council form committees for each section so that all Members can come together collectively.

Mr. Amendola noted that committee's in the past have not been very successful.

Ms. Perry announced that the following Council Members will be responsible for reading and reviewing a specific section and asked them to be prepared to discuss with Council at a future meeting; Mr. Valcheff – Communications, Mr. Crouse – Deteriorating Properties, Ms. Glaser – Connectivity & Walkability.

Mr. Valcheff volunteered to do Economic Development.

Mr. Levasseur also offered to help with Economic Development.

Ms. Perry noted that at the end of the Comprehensive 5-Year Plan Crafton should have most, if not all, of the recommendations completed.

11. BUSINESS AGENDA***A. ADMINISTRATION***

MOTION #3: It was moved and seconded (*Amendola/Crouse*) to approve Resolution 2019-12 requesting a grant from the Redevelopment Authority of Allegheny County (“RAAC”) via the Gaming and Economic Development Fund for recreation facility improvements and safety upgrades.

Mr. Levasseur noted that there is no monetary amount noted in the resolution.

Manager Susko stated that the grant applications will reach the requirement of two-hundred seventy thousand dollars.

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).

12. DISCUSSION

PORT AUTHORITY "PARK & RIDE"

Mr. Levasseur inquired about the status of the lease information for the parking lot in the rear of the Borough Building.

Ms. Perry noted that there are still open discussions with the Crafton Volunteer Fire Department regarding the future of the ownership of the Parking Lot.

MOTION #4: It was moved and seconded (*Valcheff/Levasseur*) to create a Parking Lot Committee charged with creating a list of questions and organizing a comprehensive status of the property.

Manager Susko noted that details are still being discussed and pointed out that even though the lot is owned by both Crafton Borough and by the Crafton Volunteer Fire Department, all of the spaces are leased to the Port Authority (with the exception of a few designated spots).

Council continued discussion regarding the ownership of the rear parking lot, who is responsible for the maintenance and who is liable for safety concerns.

Manager Susko noted that the administrative office will continue to look through the office files dating back to 1996 for the parking lot agreements.

Solicitor Korbel noted that if the document is unable to be produced a copy should be available from the Port Authority.

Mr. Crouse spoke in agreement with Mr. Amendola by stating that sometimes Committees do not work and can lack transparency. Mr. Crouse stated that plans for the parking lot should fall under the Economic Development section of the Comprehensive Plan which concentrates on the Main Street vision and suggests that Council include community input.

ROLL CALL VOTE: Mr. Crouse (NO), Ms. Damits (YES), Ms. Glaser (NO), Mr. Levasseur (YES), Mr. Valcheff (YES), Mr. Amendola (NO), Ms. Perry (NO).

MOTION #4 fails to carry by a Roll Call Vote (4-3).

Ms. Perry noted that the administrative office will continue to look through the office files.

Ms. Glaser and Ms. Damits agreed that the document could be dated as far back as 1996.

Mr. Crouse suggested holding an Executive Session with the Fire Chief to discuss any confidential information.

Ms. Perry noted that the Fire Chief has already agreed to attend the next meeting to discuss and answer any questions regarding this matter.

Mr. Levasseur inquired about an update on the Crafton Boulevard demolition and the 2019 Road Paving program.

Manager Susko noted that the demolition should be completed in approximately two weeks and added that the Contractor is waiting on the final County Inspection. Manager Susko stated that the paving program has been delayed but is still on track to be completed this year. Manager Susko stated that Council can follow up with the Engineer at the next meeting.

13. 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. Direct outreach to local businesses also begins this week.

14. ADDITIONAL CITIZENS COMMENTS

Lisa Smith, 50 Walnut Street, suggested that Council consider getting the Boys Scouts, Girl Scouts, St. Philip School or Carlynton students involved with the walkability study and added that many of the students need volunteer hours. Ms. Smith also asked for clarification on the demolition address.

Ms. Perry asked Ms. Smith to provide the contact information for those groups to the Borough Manager.

Ms. Susko noted that the address for the demolition is 1656 Crafton Boulevard. (*Correct Address, 1654 Crafton Boulevard.*)

Mr. Levasseur inquired about an update regarding the Hawthorne Church sidewalk and tree issues.

Ms. Perry stated that she had reached out and spoke with a representative of the Hawthorne Church and relayed the information regarding the tree inventory. Ms. Perry noted that she will

keep in touch with the Church regarding the tree inventory and stated that once the project has been completed Council will discuss options for a solution.

15. ADJOURNMENT

The meeting was adjourned at 8:32 PM.

Respectfully submitted,
Carissima Kerns, Borough Secretary