

Borough of Crafton  
Council Meeting  
Monday August 27, 2018

**CALL TO ORDER**

President Levasseur called to order the Discussion Meeting of the Crafton Borough Council, Monday August 27, 2018 at 7:18 PM. The flag salute was led by Ms. Glaser.

ROLL CALL, by Interim Manager Kaczorowski included Mr. Amendola, Mr. Crouse, Ms. Perry, Ms. Glaser, Ms. Damits, Mr. Rosario and Mr. Levasseur. Also present were Mayor Bloom, Solicitor Korbel, Engineer Minsterman and Interim Manager Kaczorowski.

**BILL LIST APPROVAL**

**MOTION:** It was moved and seconded (*Rosario/Crouse*) to approve the Bill List dated August 27, 2018.

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

**ACCEPTANCE/APPROVAL OF MINUTES:**

**MOTION:** It was moved and seconded (*Glaser/Rosario*) to approve the Minutes dated August 13, 2018 as presented.

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

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

*Richard Kraemer, 26 S. Grandview Avenue*, spoke in regards to the brick roads throughout the Borough noting that they are all in need of some form of repair.

**ACKNOWLEDGE RECEIPT OF WRITTEN REPORTS**

Mr. Levasseur acknowledged receipt of the following written reports for July 2018; Treasurer's Report, 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 and Library Report.~~

**MAYOR'S REPORT**

Mayor Bloom asked council to review and possibly amend the commercial truck parking ordinance regarding the height restriction of vehicles parked on the borough streets adding that oversized vehicles pose a safety hazard for emergency vehicles when navigating roadways.

**ENGINEER'S REPORT**

Engineer Minsterman noted that the monthly Engineer's Report was submitted to council for review.

Engineer Minsterman spoke regarding the rejected SHACOG O&M Manhole to Manhole Lining project noting that SHACOG does not plan to rebid the project this year but will do a new contract next year.

Engineer Minsterman updated Council on the status of the 2018 Road Program noting that the Contractor is working on completion of the handicap ramps on N. Linwood Avenue. Engineer Minsterman added that paving on Crafton Boulevard and Hawthorne Avenue will commence once Peoples Gas has completed the gas line work.

Engineer Minsterman stated that Gateway had met with ALCOSAN regarding the rain garden and discussed complete separation on a few areas in the Borough. He added that ALCOSAN may be interested in funding part of this separation project.

Engineer Minsterman notified Council that, in respect to Ewing Road, there are grant funds available to help with drainage control adding that improved drainage will help to maintain the integrity of the road once it is reopened.

Engineer Minsterman stated that the pre-construction meeting regarding the demolition of 1508 Barr Avenue was held on August 23, 2018 adding that work could begin this week.

Engineer Minsterman noted that the Clearview Avenue project contractor, A. Folino Contracting, submitted all the agreements and bonding documents and a pre-construction meeting will be scheduled this week.

Engineer Minsterman added that the Sycamore/Fountain demolition contractor has finally responded to the Solicitors letter requesting restoration.

Mr. Levasseur also added that resident notifications regarding construction for the Clearview Phase V should be out within the next few weeks.

### **SOLICITOR'S REPORT**

Solicitor Korbel asked Council to review the proposed Fire Inspection Ordinance he prepared for the meeting adding that there are two areas he would like feedback: first, a waiver of fees and second, schedule of requirements for businesses and landlords.

Solicitor Korbel added that the Sycamore/Fountain demolition contractor did communicate with his office and Council can expect restoration to be completed by September 15, 2018. Engineer Minsterman noted that Public Works will be responsible to water the areas once the seed is put in place.

Mr. Levasseur noted that an executive session was held prior to the meeting regarding personnel, no action was taken.

## **BUSINESS AGENDA**

### ***ADMINISTRATION***

**MOTION:** It was moved and seconded (*Rosario/Crouse*) to appoint Rachel J. Susko as the Borough of Crafton's Borough Secretary, effective immediately.

MOTION #3 carries by a Unanimous Vote (7-0).

**MOTION:** It was moved and seconded (*Rosario/Damits*) to appoint Rachel J. Susko as the Borough of Crafton's Open Records Officer, and to direct Ms. Susko to report her appointment to the Pennsylvania Office of Open Records.

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

### ***BUILDING INSPECTION***

Mr. Levasseur opened the floor for discussion regarding the Fire Inspection Ordinance; however, no questions/concerns regarding this proposed ordinance were raised.

Mr. Levasseur added that Council will move past the discussion concerning the Fire Marshall and Request for Building Inspection Service proposals.

### ***LIBRARY***

Mr. Levasseur noted that a letter was received from the Library Board regarding labeling parking spaces for Library parking.

Ms. Perry noted that the Borough does not have control over the parking area as it is owned by the Fire Department and reminded Council that the parking issue began when the empty lot across from the library was purchased, which is now occupied by the new owners.

Mr. Levasseur also noted that the spots available for employee's and visitor parking are limited already and designating these spots would take away from residents conducting business at the Borough Building. Mr. Levasseur stated that Crafton is one of the most walkable districts and parking is available on many of the streets nearby. Mr. Levasseur also noted that the Library may want to consider discussing parking with nearby businesses and organizations.

Ms. Glaser added that Crafton is a tough area to park noting that the Borough has had several attempts to find a solution but has been unsuccessful.

Mr. Amendola noted that the previous manager had spoke with Mr. Cress, owner of the property across from the Library, and discussed waiving the Borough's sewer tap in fee if they could come to a solution on parking.

Mr. Levasseur noted that this was only a verbal agreement and there are no written documents confirming any verbal agreement.

Council continued discussion on this matter.

Mr. Levasseur announced that the Borough Appointed Library Board Members have been invited to attend the September 10, 2018 and the December 10, 2018 council meetings.

### ***PUBLIC WORKS***

Mr. Levasseur noted that the Borough has received three quotes, for financing of the new Public Works Truck and Plow, of which PNC was the most competitive at 3.99% for a five-year note. Mr. Levasseur recommended council entertain a motion tonight to allow Mr. Kaczorowski to take delivery of the new vehicle.

**MOTION:** It was moved and seconded (*Crouse/Damits*) to approve the financing proposal for the new Public Works Truck through PNC Bank at the 3.99% five-year term.

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

Ms. Damits inquired about the asphalt program.

Mr. Kaczorowski noted that the paver needs a new screen; however, he has worked with Carnegie in the past to complete alley paving adding that he hoped to get two more alleys paved this season.

Mr. Levasseur opened the discussion regarding retention of old street bricks to be used for care and maintenance of the shade trees throughout the Borough. Mr. Levasseur noted that in some area's the Borough's growing shade trees have made sidewalk repairs increasingly difficult adding that the use of brick could be a solution where concrete is not an option.

Mr. Rosario questioned whether the Borough could use this brick in crosswalks and intersections.

Mr. Crouse asked how many streets in the borough are brick. Mr. Crouse also inquired about feasibility and what was included in the 2013 brick restoration project that was propose by Gateway.

Mr. Kaczorowski noted that of the 32 miles of streets in Crafton, only three to four miles of Borough roadways remain as brick. Mr. Kaczorowski added that the cost to repair brick is two to three times costlier than asphalt. Mr. Kaczorowski suggested Council consider including brick restoration in the 2019 Road Budget.

Mr. Levasseur stated that Council will need to sit with the Engineer and Utility Companies to design a plan for brick restoration and cost-effective analysis.

Engineer Minsterman noted that with a five-year road plan the costs are too high for municipalities to consider restoration, adding that to cost is five to one. Engineer Minsterman also noted that many municipalities have completed brick restoration projects inhouse with the

use of summer help, as well as, having the Engineer oversee work performed by Utility Companies and insuring they adhere to the street opening ordinance.

**MOTION:** It was moved and seconded (*Crouse/Rosario*) that the Borough of Crafton shall conserve and recover where practicable the brick pavers from the Borough of Crafton roadways and alleys; said brick pavers shall be stockpiled by contractors and the Borough of Crafton Public Works Department at the Borough of Crafton Public Works Department Yard. Moreover, brick pavers shall not be sold or disposed of without the prior consent of Council of the Borough of Crafton. Any funds received in the sale of said brick pavers shall be deposited into the Borough of Crafton's Road Fund. De minimus quantities of broken brick pavers shall be permitted to be sent for disposal in the course of working on utility openings; however, it should be the charge of the Borough Manager and Public Works Director to conserve and manage the resource in accordance with the spirit of this motion made by the Council of the Borough of Crafton. The Borough of Crafton Council shall consider further codifying this directive if it is found to be necessary.

Ms. Perry asked for clarification on what the recovery of the brick entails.

Mr. Levasseur noted that when the Borough, or Contractor, removes a brick road and changes it over to asphalt the old brick will be retained by the Borough at the Public Works Yard for future use rather than the brick being disposed of by the Contractor.

Engineer Minsterman added that bid specs should include that any old brick will remain the property of the Borough.

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

**MOTION:** It was moved and seconded (*Crouse/Rosario*) to require the Borough Engineer and Public Works to use 811 COORDINATE PA's online application to coordinate future infrastructure projects to utility contractors in addition to historical practices of communication.

Engineer Minsterman stated that this is a new system that most communities are still not aware of, adding that it is a great tool that will help coordinate construction projects and work being completed throughout the Borough.

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

**MOTION:** It was moved and seconded (*Damits/Rosario*) to instruct the Borough Manager and the Director of Public Works to develop and implement a best practices communication guide for resident notification of future and ongoing projects. Best practices for utilizing Borough GIS resources and utility resources to ensure all property owners receive ample notification via mail, email or telephone when work will be occurring on or immediately adjacent to their properties. Furthermore, community notification of work shall be published on the Borough of Crafton's website, posted in the office, and published through the community notification and calendar system.

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

***PLANNING & ZONING***

Mr. Levasseur opened the floor for discussion of the Vacancy Registration Ordinance.

Solicitor Korbel led the discussion by noting that there are two areas where Council will need to decide how to proceed, first the waiver of fees and second, whether the fee should be set by ordinance or resolution. Solicitor Korbel noted that it is best to set fees by resolution because they can be reviewed each year. He also added that the escalating fee structure imposes some concern as the Borough cannot charge a fee where it would gain a windfall noting that this registration permit is set to recover the cost of conducting the vacant property inspection and registration.

Mr. Crouse inquired about the cost of the current demolition project and if the ordinance could be amended to include fees to recoup these costs adding that many demolished houses sit vacant for ten years.

Solicitor Korbel reminded Council that the purpose of the Vacancy Registration is to recover the cost of conducting inspections, not the cost of a potential demolition, adding that liens can be handled hopefully when the property is eventually sold.

Ms. Perry stated that many vacant properties are owned by an estate and the purpose of the vacant registry is to keep the properties from getting to the five-year or ten-year mark.

Mr. Levasseur recommended that Council agree to have the solicitor revise ordinance to amend the escalating fee schedule.

Solicitor Korbel noted that he would make the amendments per Council's request and have the ordinance ready to be advertised.

Mr. Levasseur continued the conversation adding that demolition costs can be incurred by the Borough, or by Residents through the Allegheny County Side Yard program, noting that the Borough has worked with Allegheny County and Residents on several vacant properties. Mr. Levasseur suggested that in the future any Vacant Property Recovery Program applications should be thoroughly reviewed by the Crafton Planning Commission and provide the Crafton Borough Council with a recommendation.

Ms. Perry stated that it will be beneficial to both the Borough and the residents to have the Planning Commission review each Side Yard Application. Ms. Perry noted that the point of the side yard program requires applicants to provide two important pieces of information; one, to provide the means of financing and two, to provide an appropriate use of the land, adding that the Planning Commission can work with the applicants to provide aid and guidance.

**MOTION:** It was moved and seconded (*Damits/Crouse*) to require all Allegheny County Side Yard Program applications concerning properties within the Borough of Crafton's jurisdiction to be reviewed by the Borough of Crafton Planning Commission prior to approval by the Borough of Crafton Council.

MOTION #9 carries by a Unanimous Vote (7-0).

**MOTION:** It was moved and seconded (*Crouse/Perry*) to adopt Resolution 2018-10 Allegheny County Side Yard Program, Property Block & Lot 68-P-76 (Fountain Street) in accordance with the Comprehensive Plan.

MOTION #10 carries by a Unanimous Vote (7-0).

### **COMMUNITY ANNOUNCEMENTS**

- ***School District Tax Collection***  
Tuesday, August 28, 2018 1:00PM to 4:00PM  
Friday, August 31, 2018 9:00AM to 12:00PM
- ***Modified Pool Schedule***  
August 20-August 31, Mon-Fri 4PM to 7PM, Saturday 12PM to 7PM, Sunday 1PM to 7PM.  
Labor Day Weekend, Saturday 12 PM to 7PM, Sunday/Monday 1PM to 7PM.
- ***6<sup>th</sup> Annual Doggie Paddle***  
Saturday, September 8, 2018 10AM to 12PM - \$10 per dog. Registration forms available at the Borough Office and the Library. Proceeds benefit the Crafton Pool Renovations.

### **ADDITIONAL CITIZENS COMMENTS**

***Ken Arbuckle, 59 Maplewood Avenue***, asked for clarification regarding the proposed Adult Oriented Business ordinance with respect to what zoning districts will allow Adult Oriented businesses.

Solicitor Korbel explained that an Adult Oriented use is limited to industrial zoning; however, the amendment separates tattoo use as a non-oriented adult business as proposed in Section 225-84 of the proposed amended ordinance.

***Dennis Henk, 14 Ingram Avenue***, spoke in regards to the apartment complex located behind his property adding that trees are piled up and the dumpster area is rat infested. Mr. Henk stated that in five months the Borough has not done anything to resolve this issue.

Mr. Levasseur reminded the audience, that with the new Borough Manager starting this week, the Borough Administration will be able to respond and resolve issues more efficiently and quickly.

***Karen Falbo, 257 Noble Avenue***, inquired if the original brick was kept from the Noble Avenue paving project.

Mayor Bloom noted that the old brick from Noble Avenue had not been maintained for several decades resulting in the decrease in quality making reuse of the brick undesirable.

Mr. Kaczorowski added that this was prior to his employment with the Borough of Crafton and is unaware if the Borough retained the original brick from Noble Avenue.

***Roy Neiman, 106 Haldane Street***, spoke against the removal and paving of brick roads within the Borough. Mr. Neiman also noted that he would like to meet with the Borough Officials regarding solutions for the ballfields in Crafton Park.

***ADJOURNMENT***

The meeting was adjourned at 8:59 PM.

Respectfully submitted,  
Carissima Kerns, Administrative Assistant