

BOROUGH OF CRAFTON
November 9, 2023
@ 6:30 PM Budget Workshop
@ 7:15 PM Council Meeting

AMENDED AGENDA

(The meeting is being held in person and remotely using ZOOM at:
https://us02web.zoom.us/webinar/register/WN_PiXV6BgwQpOoh0f2llBoGg)

1) CALL TO ORDER

2) FLAG SALUTE

3) ROLL CALL

4) CONSENT AGENDA

- a. Approval of Council Meeting Minutes – October 26, 2023
- b. Bill List – Nov 9, 2023
- c. September Reports – Managers Report, Budget v Actual thru Sept 2023, Bond Sheet.

MOTION: to approve the November 9, 2023, Consent Agenda.

5) PUBLIC COMMENTS ON AGENDA ITEMS

At this time, citizens may address the Crafton Borough Council on any issue appearing on today's agenda. Only residents and taxpayers of the Borough of Crafton will be permitted to address the Council. Comments on non-agenda items will be taken at the end of tonight's meeting. Speakers will be permitted to speak for a maximum of 3 minutes. Groups of people will be required to designate a spokesperson to represent them before the Council who may speak for a maximum of 5 minutes. Please state your name and physical address for the record.

6) PRESIDENT'S REPORT

7) MAYOR'S REPORT

8) SOLICITOR'S REPORT

9) ENGINEER'S REPORT

10) MANAGER'S REPORT

- a. Schedule for Budget Process
 - i. November 30 – Council Budget workshop – 6:30 pm
 - ii. December 14 – Council Budget workshop – 6:30 pm
- b. Traffic Study for Crafton Blvd – Intersections of Noble, Johnston, N/S Emily.

i. *AGENDA AMENDED – MOTION Calling for this traffic study REMOVED*

c. CD Year 50 Resolution – Duncan Ave Sidewalk Replacement

i. *AGENDA AMENDED – the original agenda had an incorrect figure for the amount in the motion below. It was changed from \$30,112 to \$45,170*

MOTION: To approve Resolution 2023-21 confirming that Crafton Borough is applying for CD Yr 50 funds in the amount of \$30,112 to Allegheny County through the Charwest COG.

d. Vacant Property Recovery Program (VPRP) – To approve Resolution 2023-23 to confirm the VPRP application The property owner of 55 Taylor Street has applied to acquire.

MOTION: To approve Resolution 2023-23 approve that the acquisition and subsequent disposition of a vacant property know as Block and Lot Number 69-R-313.

11) STANDING COMMITTEES REPORT

a. Finance and Administration – Ms. Perry

i. Appoint Auditor Resolution – Per the Borough’s Code, the Council shall annually appoint by resolution by Dec 31 of each year an independent auditor to make an independent examination of the account records of the Borough for that fiscal year.

MOTION: to adopt Resolution 2023-22 appointing Maher Duessel as the Crafton Borough independent auditor for fiscal year 2023, to conduct the annual financial audit for the Borough of Crafton at a cost not to exceed \$15,000.

ii. 2024 Budget Resolutions – Review

- a. Millage Rate
- b. 2024 Fee Schedule
- c. 2024 Wage Rates

iii. Advertisement and Public Inspection. 2024 Budget and related Resolutions will be voted on at the December 14th, 2024, Council Meeting.

MOTION: to advertise and make available for public inspection the 2024 Proposed General, Road, Sewer, and Capital Fund Budgets for adoption at the December 14th, 2023 Council Meeting.

b. Community Services and Infrastructure – Ms. Compitello

i. Broadhead Project – We are working to secure the easements needed before the project can go out to bid.

- ii. Multi Municipal Zoning Project Update –The Steering Committee met on Wednesday, Nov 8th to work through edits to the calibration tables and they plan to bring the draft documents to the Planning Commission at the end of the Month.
- iii. Pool Bathhouse – The construction contractors brought some issues regarding the backwall of the bathhouse to our attention last week. The contractors, architect and the engineer agreed the best option is to tear down the back wall, remove the rusted poles and rebuilt the wall from scratch. This option requires a change order in the amount \$52,700

MOTION: to ratify a change order vote that was conducted via email on November 2nd and 3rd, 2023 approving an additional \$52,700 for M.A. Dunn to deconstruct and replace the rear wall of the Bathhouse.

- iv. Public Works Building –We are working with the County to update the \$200,000 CITF grant for construction costs on the Public Works building and with Gateway and the engineering committee to develop a plan for the rest of the work on the PW building.
 - v. Stairs Project – The notice to proceed document has been signed and provided for the Belvidere stairs and the four other sets will be sent out to bid this week.
 - vi. Trail Planning – The Borough Manager has met with the DCNR rep to review the \$39.1K grant requirements. The Borough now needs to set up a steering committee for the planning process and create an RFP to select a firm to conduct the trail study.
 - vii. Consent Order Agreement (COA) next steps – Our Consent Order states that Crafton is required to provide preliminary plans for the final projects we needed to ensure Crafton’s compliance with our consent decree. The engineering committee reviewed the full list of potential projects and will be working with the engineers in the coming months to choose the best options based on cost, volume of stormwater captured, and related opportunity costs.
- c. Communication, Recreation, and Community Events – Ms. Pulkownik
- i. Upcoming Community Events
 - ii. Next Newsletter – We are currently finalizing the copy and design of this winter’s newsletter to be in mailboxes before Thanksgiving.
- d. Commissions Vacancy – Ms. Pulkownik
- i. Current Open Positions (apply at craftonborough.com/commissions)
 - 1. Civil Service (1 alternate)
 - 2. Zoning Hearing Board (1 alternate)
 - 3. Upcoming
 - a. Recreation Board (12/31/23)

- b. Recreation Board (12/31/23)
- c. Recreation Board (12/31/23)

- e. Council of Governments (COG) – Mr. Marks

12) COMMUNITY ANNOUNCEMENTS

- a. **Upcoming Council Meeting** – Thursday, November 30, 2023, budget workshop will start at 6:30 pm and the regular Council Meeting will start at 7:15 pm
- b. **Celebration of Lights** – Join the Rec Board for Holiday Festivities on Saturday, December 2nd, 2023 from 4:30 pm to 6:30 pm in Crafton Park as the Recreation Board illuminates Crafton and welcomes the Holiday season in style. There will be crafts for kids, and a special letter to Santa station where you can send a letter directly to the North Pole!
- c. **Holiday House Tour** – Sunday, December 10, 1 PM – 6 PM. \$20 advance tix, \$25 day of. You can buy tickets online (with a credit card) at craftonborough.com/Christmas-house-tour or you can stop at the Crafton Borough Library or the Blue Snail Giftshop to buy tickets with cash and/or to pick up your tour booklet. At your own pace, you will tour Crafton’s beautifully decorated homes. The Rec Board is still looking for a few houses to tour. Please contact the Borough Office if you are interested.

13) PUBLIC COMMENT

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14) ADJOURNMENT