

Borough of Crafton  
Monday, March 23, 2020

**1. CALL TO ORDER**

President Levasseur called to order the Regular Meeting of the Crafton Borough Council, Monday, March 23, 2020 at 7:20 PM.

**2. FLAG SALUTE**

The flag salute was led by Mr. Alo.

**3. ROLL CALL**

Manager McKibben recorded seven (7) members of Council present as follows: Mr. Alo, Mr. Amendola\*, Mr. Crouse, Mr. Crown\*, Mr. Levasseur, Ms. Perry\* and Mr. Saba. Also present were Mayor Bloom and Solicitor Korbel\*. Absent were Engineer Minsterman and Public Works Director Kaczorowski. \*Mr. Amendola, Mr. Crouse, Ms. Perry and Solicitor Korbel attended via Telephonic Conference.

**4. APPROVAL OF THE BILL LIST**

**MOTION #1:** It was moved and seconded (*Saba/Crouse*) to approve the Bill List dated March 23, 2020, as presented.

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

**5. APPROVAL OF THE MINUTES:**

**MOTION #2:** It was moved and seconded (*Saba/Crouse*) to approve the Meeting Minutes dated March 9, 2020, as presented.

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

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

Mr. Levasseur stated that there are no citizens present to comment.

**7. ACKNOWLEDGE RECEIPT OF WRITTEN REPORTS**

Mr. Levasseur acknowledged the receipt of the following written reports for February 2020: ~~Treasurer's Report~~, Financial Report, Act 511, Trash Collection, Property Tax Collection Report, Police Report, EMS Report, ~~Ordinance Officer's Report~~, Building Inspection Report, ~~Public Works Report~~, ~~Fire Department Report~~ and Library Report.

Manager McKibben noted that, due to the current circumstances, some of the department reports were not submitted to the Administrative Office.

**8. PRESIDENT'S REPORT**

Mr. Levasseur thanked everyone in their support efforts during this National and State emergency and added that Council continues to work with the Mayor and the County EMC to ensure the safety of all of Crafton Citizens.

Mr. Levasseur announced that Council will continue to hold Executive Sessions to keep up to date on the Borough's situation.

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

Mayor Bloom thanked the Business Owners and the Citizens for following the Governors orders.

Mr. Levasseur noted that Chief Mark Sumpter, who is also the Boroughs EMC (Emergency Management Coordinator) is in attendance.

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

Mr. Levasseur noted that there is no Engineers Report for this evening.

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

Solicitor Korbel spoke to clarify that the Executive Sessions mentioned earlier, to discuss Emergency Preparedness issues, were held on March 20, March 21 and March 23. Solicitor Korbel suggests that Council keep a log of the future discussion so they can be properly announced at the next meeting.

Mr. Crouse added that these discussions are mainly for informational purposes.

### **12. MANAGERS REPORT**

Manager McKibben announced that the Company who provides the Borough's building inspection services has suspended in home inspections, however, emergencies will be handled on an as needed basis.

Manager McKibben also announced the Borough received notice from Waste Management that they are suspending collection of bulk waste and yard waste and added that all items must be bagged and placed in containers, no loose items will be collected.

Manager McKibben noted that the staff in the Administrative Office is limited to two people at all times.

Mr. Crouse inquired about enforcement of gatherings in the park or Shopping Center.

Chief Sumpter stated that the businesses in the Shopping Center are limiting the number of patrons and using drive thru services.

**13. BUSINESS AGENDA**

**A. ADMINISTRATION**

**MOTION #3:** It was moved and seconded (*Alo/Saba*) to approve the Change Order #1 (-\$9,421.97) the Crafton Borough Green-Light-Go Signal Replacement Project as recommended by Gateway Engineers.

Mr. Alo asked for clarification on the change in amount.

Manager McKibben stated that it is a savings as a pole has been eliminated from the original specifications.

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

**MOTION #4:** It was moved and seconded (*Alo/Crouse*) to accept the low bid (\$278,309.60) submitted by Youngblood Paving for the 2020 Road Program as recommended by KLH Engineering, Inc.

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

**MOTION #5:** It was moved and seconded (*Saba/Crouse*) to approve Resolution 2020-02 for the adoption of the Emergency Operations Plan as prepared and submitted by the Emergency Management Coordinator.

Mr. Levasseur noted that this plan outlines the order of operations and outline of activities.

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

**MOTION #6:** It was moved and seconded (*Saba/Crouse*) to authorize the advertisement for bids on the S. Grandview Storm Sewer Separation project as prepared by Gateway Engineers.

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

**MOTION #7:** It was moved and seconded (*Crouse/Saba*) to appoint Fire Chief, Mike Crown, as the temporary Deputy Emergency Management Coordinator effective 3/20/2020.

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

**14. DISCUSSION ITEMS**

Mr. Saba thanked the local businesses who have stepped in to help the community.

Mr. Saba also reminds residents to be cautious and aware of items that are flushed down toilets as it could put a strain on private and public sewer systems.

Mr. Levasseur announced that the Blood Banks have put out a call for the need of donations and ask everyone to consider donating blood.

### **15. COMMUNITY ANNOUNCEMENTS**

- The Community Center will remain closed until further notice and all activities cancelled indefinitely. The Borough Office will remain closed to the public; however, staff is available during normal business hours and can be reached via telephone or e-mail. There is a drop-box in the rear of the building for any written correspondence. Any changes to this action will be posted on the Borough website and Savvy Citizen.
- The Borough will continue to update the website, SavvyCitizenApp, as well as, posting of Meetings. Council will continue to research technology solutions, if the legislature allows, for Council to meet digitally and allow citizens to participate. Council will also evaluate the meeting schedule depending on the Business needs of the Borough.

Manager McKibben reminded everyone that the N. Emily Street/Johnston Street Sewer Repair project discussion meeting scheduled for March 25, 2020 has been cancelled.

### **16. ADDITIONAL CITIZENS COMMENTS**

### **17. ADJOURNMENT**

The meeting was adjourned at 7:40 PM.

Respectfully submitted,  
Carissima Kerns, Borough Secretary