

**COUNCIL MEETING**  
**Minutes of January 13, 2010**

**CALL TO ORDER**

President Cindric called to order the Meeting of Crafton Borough Council, in Council Chambers of the Community Center. Flag Salute lead by Mr. Donovan. ROLL CALL, by Mrs. Tremblay, recorded eight (8) members of Council present as follows: Mr. Donovan, Mr. Grapes, Mr. Johnston, Mr. Pellegrino, Mr. Phillips, Mr. Stewart Mrs. Viola and Mr. Cindric (*Absent: Mrs. Sappie*) – Also present were Mayor Bloom, Manager Sample, Engineer Minsterman and Solicitor Ayoob.

**APPROVAL OF BILL LIST**

**MOTION:** It was regularly moved by Mr. Johnston, seconded by Mr. Stewart, to ratify the approval of the December 31, 2009 List of Bills. **QUESTIONS:** Mrs. Viola - #400.33 – Travel expense/Keeley. Mrs. Tremblay explained that this was a petty cash reimbursement, payable to Mrs. Keeley. The \$4. was for Mrs. Tremblay's bus travel to and from a downtown Pittsburgh property maintenance hearing; total check was reimbursement for other items as well.. #410.45- \$455. Triangle Pet; excess amount, approx. \$150, over the monthly contract price. Mrs. Tremblay explained that this is State Dog Fines imposed, which are reimbursed, 100% back to the Borough by the State. #411.37 – KME \$14,079.98 Manager Sample explained that this was for damage repair to the 2006 truck, which was offset by an insurance claim, less the deductible. Truck damage caused when the truck backed into a telephone pole.

MOTION carried by Unanimous Roll Call Vote (8-0).

**MOTION:** It was regularly moved by Mr. Donovan, seconded by Mrs. Viola, to approve the January 13, 2010 List of Bills.

MOTION carried by Unanimous Roll Call Vote (8-0).

**APPROVAL OF MINUTES**

**MOTION:** It was regularly moved by Mr. Stewart, seconded by Mr. Grapes, to accept the December 9, 2009 meeting minutes. (*One typo error to be corrected.*)

MOTION carried by Unanimous Voice Vote (8-0).

**CITIZEN'S PRESENT TO ADDRESS COUNCIL**

**Dan Gulasy, NorthWest EMS** – Inquired on the RFP process; whether review of the previous 2009 RFPs or new RFPs. Mr. Cindric advised that this will be discussed later in the Agenda. Mr. Gulasy also reported that a Health & Safety Day is planned for Saturday, February 6<sup>th</sup> at the CVFD (details provided).

**April Weitzel, 60 Grace Street, Chester Jurczak, 48 Grace Street** – Both commented on the condition of the retaining wall/curbs along Grace Street. Manager Sample advised that this was reviewed by Council and he will be contacting the residents to set up a meeting to review and discuss the options. A petition was signed by the residents requesting that the Borough repair the wall due to public safety issues. Mr. Jurczak referenced a building permit for his driveway, which may provide additional information.

Mary Luxbacher, 71 Dinsmore Avenue – Inquired as to why no Crimewatch Alert was sent regarding the robbery at Mugshots. She commented over possible changes in the EMS provider, noting that NorthWest was selected because they are providing 24/7 coverage in the borough, with the highest level paramedics, and expressed concerns that a change may take steps backwards on this service. Northwest is providing good service and is exhibiting 3-4 minute response time, which is a very important issue. She inquired if anyone on Council is currently on the REMS Board – Mr. Cindric advised that he was a member, but is no longer; under the REMS contract, the Borough was afforded representation on their board. She noted the action on the Agenda to withdraw the DCED Letter of Intent for a study on a merge of the CVFD with another fire company. She noted that the previous Council discussed a merger and consolidation of services many times; especially during Budget reviews, for its possible cost savings. This study would provide valuable information for consideration and is at no cost to the borough, and does not feel that the application should be withdrawn.

### **PRESIDENT'S COMMENT**

Mr. Cindric reported that an Executive Session of Council was held prior to the meeting to discuss personnel issues and a potential litigation issues.

### **ENGINEER'S REPORT**

Engineer Minsterman reported that the bid documents for the 2010 Sewer Defect repairs are being prepared and will be completed, and ready for bid, by the end of the month. Engineer Minsterman was excused for the remainder of the meeting.

### **OLD BUSINESS/NEW DISCUSSION ITEMS**

#### **a. Administration**

1. Committee Meeting Schedule- Various options were discussed, advertisement requirements. Mr. Cindric commented that previously, Committee Meetings were scheduled for the 1<sup>st</sup> and/or 3<sup>rd</sup> Wednesday of each month. Committee chairs are to contact Manager Sample to review and schedule dates/times for Committee Meetings.
2. Rules of Government – Mr. Cindric prepared and provided a draft supplement of Rules of Order, to supplement Robert's Rules, for the conduct of Council meetings, for Council's consideration. He referenced using the PSAB's examples provided in the *Borough's Guide to Council Meetings* booklet. The suggested rules are meant to clarify some archaic rules, such as table/postpone a motion, laying (motion) on the table, point of procedure and point of inquiry, etc. He requested Council's comments and input.

#### **b. Finance**

1. 2010 Budget Review – Mrs. Viola advised that the 2010 Budget has been reopened to give the new Council Members an opportunity to have input. She would like to revisit the Sewer Surcharge, increased from \$6.00 to \$6.50, referring to this charge as a tax. She also asked that further designation be made in the budget for the fire truck and other vehicle lease expenditures. Manager Sample advised that the line item numbers of a budget, for reporting purposes, are set by the State. It was suggested that perhaps an addendum ledger be created to more define some of the items. Mr. Phillips noted that the road salt/antiskid budget may need to be increased (*Section d., below*). Mrs. Viola noted costs for ordinance recodification; Manager Sample reported that this cost covers the online electronic accessibility to the borough ordinances as well as any amendment/supplements prepared. Mr. Stewart commented on the costs anticipated for the Civil Service Commission. It was noted that a \$3,400 proposal was approved by the Commission for a Third Party to perform services, with the exception of background

investigations which would be done by the Borough, and psycholological testing would be an additional cost. Mrs. Viola - #410.53, inquired on past annual budgets for this line item. Manager Sample noted approx. \$3,000-\$5,000 annually, but this year additional hearing costs are anticipated in addition to hiring costs, which is the reason for the increase in the line item. Mr. Pellegrino questioned the Commission binding the Borough to pay this expense. Solicitor Ayoob noted that, although the Budget has been reopened, there is a Budget in-place that currently provides funds available to the Commission; additional comments/concerns were discussed on how the Commission should proceed and affects if the budgeted amount is cut by approx. \$3,500.

c. Public Safety

1. EMS Provider – Mr. Cindric noted that, per the NorthWest EMS contract, a 90-day termination notice was sent to them, and renewal was to be considered in January in even-numbered years. It was recommended that a new RFP be requested. Mr. Pellegrino requested that the new RFP specifically require 24/7 coverage, based in the Borough. It was also recommended that EMS presentations be scheduled for one night, which would benefit the public as well as Council. February dates/times were set for submission of proposals and presentations.
2. Letter of Intent – CVFD Study – Mr. Pellegrino suggested no action at this time on the Motion to withdraw the Letter of Intent for now, but to hold off on proceeding until Council has an opportunity for further collaboration with other communities. Mr. Cindric advised that he had spoken with a Mr. Brady from the DCED, to clarify some issues. He was advised that the Letter of Intent must be approved by all participating borough entities. At this time, only Crafton has authorized it, and from his discussions with Carnegie Council President, it has not yet been discussed by their Council, nor approved. He was also advised that all entities being provided fire and emergency services must have an opportunity to provide input and approval (Thornburg, Rosslyn Farms and Pennsbury). Also, the scope of services was prepared by the fire departments with no input from the boroughs. The status and concerns of Carnegie's Fire Department finances was discussed. Mr. Donovan called for a **Point of Order**; indicating that Mr. Cindric's comments were excessive and that he needed to get to the point, and move on. Mr. Johnston also recommended to table any action on the Motion to withdraw the Letter of Intent, and suggested that someone from the DCED meet with the interested parties to answer these questions and provide additional information. It was noted that Ingram VFD was not interested, however, Mr. Cindric noted that Ingram's Council President has expressed an interest in the possibility. It was suggested that Manager Sample contact the DCED and explain the situation, and provide more time for Crafton to speak with the other communities.

d. Public Works

1. Salt Contract – Mr. Sample explained that, to date, the Borough has purchased 500 tons of salt through the SHACOG joint purchasing agreement. In order to purchase at the contract price, the borough must purchase at least 85% to a maximum of 125% of the estimate provided; 750 tons. At this rate of use, it is likely to need more than the 125% to finish out the winter season, which could increase the cost by approx. 10% per ton. Manager Sample noted that all deliveries have been very prompt, with delivery usually within two days, from the Neville plant.

**BUSINESS AGENDA**

**PUBLIC SAFETY:**

~~**MOTION:** I move to submit a letter to the Governor's Center for Local Government Services withdrawing the Borough's support of the previously submitted Letter of Intent requesting~~

~~technical assistance to assess the operations of the fire and emergency service providers of Crafton Borough.~~ MOTION WITHDRAWN.

**MOTION:** It was regularly moved by Mr. Pellegrino, seconded by Mr. Stewart, to authorize the Borough Manager to advertise a request for EMS RFPs and public presentation on Thursday, February 11, 2010, commencing at 6:30pm

MOTION carried by Unanimous Roll Call Vote (8-0).

**SET AGENDA BUSINESS FOR REGULAR MEETING (January 27, 2010)**

Discuss and set Committee Meeting schedules. Discuss Rules of Government.

**COUNCIL/COMMITTEE COMMENTS**

Mr. Donovan – Reminded everyone to support the volunteer fire companies.

Mrs. Viola – Reminded residents/property owners of the snow removal ordinance requiring snow be removed within 24 hours.

Mr. Johnston – Encouraged residents to attend the EMS presentations to know what is being proposed, offer input, and know the facts, and discouraged hidden agenda activity.

Mr. Pellegrino – Reported that the requirement of the borough ordinance, to provide evidence that the Fire Chief meets certain qualifications, has been received and is on file in the office. He received a copy of the CVFD Standard Operating Procedures, which was provided to everyone via e-mail (exception/Mr. Donovan). A summary of the CVFD's current Grants was also provided to Council and the Mayor; which includes \$10,000. grant for the aerial truck, \$11,700 for debt reduction, and a \$39,000 FEMA grant application for rescue tools, etc. He referenced the ordinance codification also requiring similar qualifications for other Fire Officers, and it is recommended that this be visited by the Ordinance Review Committee; to be reconsidered and removed from the ordinance, as the Fire Chief should be the entity to oversee their qualification requirements. The CVFD requested that Dave Morgan be appointed as the Assistant Fire Marshal; there is currently no ordinance with regard to a Fire Marshal position, and he refers this, also, to the Ordinance Review Committee. The need to keep this position in-house, and establish qualifications, compensation, reporting requirements, etc. for this position and to be sure that both the Fire Chief and Fire Marshal are made aware of any meetings pertaining to this issue. The Mayor's office has been established on the second floor of the borough building, which is agreeable to the Mayor, and will also be ADA accessible. The Mayor has requested use of a computer, internet access, and a locking file cabinet. Mr. Pellegrino does not support any elected official being provided with electronic equipment, but will leave that decision to Council for consideration, and has no problem providing a locking file cabinet.

Mayor Bloom – Expressed concerns for delays in the police hiring process if the Civil Service Commission budget is cut and they are not allowed to hire a third party to assist in the process, especially considering the personnel shortage in the department. The Commission does a good job and they were ready to proceed. Mr. Pellegrino noted that he feels the Commission needs to do more of this process. Mayor Bloom is acceptable to the second floor office, but feels it is necessary for him to have a computer and printer to fulfill some of his duties, prepare directives, etc. from his office and he cannot afford to purchase these items for his office. He noted that there are extra computers in the police department that could be considered for his use. Mr. Pellegrino noted that he would not object if the Borough already has a spare computer for his use, and would not have to buy a new one.

Mr. Cindric – Noted that he needs to expound on the list of Council Committees, representatives and liaisons. He amended Mr. Johnston's Ordinance Committee to include

Planning and Zoning. It is very important, at this time, to have a Council liaison for the School District, especially considering the Elementary School Feasibility Study. A representative is needed for the Chartier's Valley Flood Authority, a Charwest COG alternate, Crafton Library, and two Council persons for the Pension Advisory Committee; however, Mr. Cindric will remain as the representative to the Chartier's Basin Group. Mr. Cindric will recap these positions and provide to Council via e-mail for their consideration. He noted some possible "Green" projects and is hoping for interest as a Citizen's Committee, with some representation of Council, for ideas such as a green roof on the Community Center and a Rain Garden in the Shopping Center (private property). Ms. Jeanine Zappa, County Sustainability Manager of Allegheny County, has agreed to work with a Crafton Committee to investigate some of these ideas, possible grants, etc. Ms. Betsy Martin would also be interested. Mr. Cindric advised that he would write up something for the Website.

#### **ADDITIONAL CITIZEN COMMENTS**

Crystal Boehm, 57 Belvidere Street – Questions concerning the increase in the Sewer Surcharge to \$6.50 and suggested that a better breakdown of the sewer budget be provided on the Borough's website. She questioned the amount billed on her most recent water bill; Manager Sample noted that ALCOSAN raised their 2010 rates by 7%, he has the rates and administrative fees information in his office, and would be happy to review these with her. He reminded all of the 2010 sewer defect correction projects estimated to be \$1.1 million.

#### **ADJOURNMENT**

**MOTION:** It was regularly moved by Mr. Stewart, seconded by Mr. Grapes, that this meeting be adjourned.

MOTION carried by a Unanimous Voice Vote (8-0).

Respectfully submitted,  
Mary Tremblay, Borough Secretary