

BOROUGH OF CRAFTON
April 25, 2024 @ 7:00 PM
Council Meeting

AGENDA

(The meeting is being held in person in Council Chambers at 140 Bradford Ave and remotely using ZOOM at: https://us02web.zoom.us/webinar/register/WN_7DGoVJKATFCoo3CP_43fYQ)

1) CALL TO ORDER

2) FLAG SALUTE

3) ROLL CALL

4) CONSENT AGENDA

- a. Approval of Council Meeting Minutes – April 11, 2024
- b. Bill List – April 25, 2024
- c. Reports – Managers Report, Northwest EMS Report, JTS Tax Collection Report, Community and Economic Development Report, Code Enforcement Report, Building Inspector Report.

MOTION: to approve the April 25, 2024, Consent Agenda pending bill list approval by Borough President, Manager, and Treasurer.

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. Council has the option to respond or not at the end of the address. Please state your name and physical address for the record.

6) PRESIDENT'S REPORT

- a. Pam Pulkownik and Mike Hough both graduated from Local Government Academy on April 15th.

7) MAYOR'S REPORT

- a. Police Chief Search – The Borough is seeking the services of the Pennsylvania Chief's of Police Association to conduct a search for Crafton's new police chief.

MOTION: to authorize the Borough Manager to sign an agreement with the Pennsylvania Chief's of Police Association in the amount of \$7,800 for them to complete a search for Crafton's new police chief.

8) SOLICITOR'S REPORT

- a. Executive Session was held prior to tonight’s meeting to discuss personnel matters and borough property.

9) ENGINEER’S REPORT

- a. Broadhead Project – Creating final bid package – Council to consider add alternates.
- b. Stairs Project – Belvidere Stairs are complete, the remaining stairs will be started in May and completed by August.
- c. 2024 Road Paving Plan – List on the OneDrive and includes:
 - i. Orchard Street – From S. Linwood to S. Grandview intersections
 - ii. South Grandview Avenue – From Ewing Road to Woodlawn intersection
 - iii. Locust Street – All of Locust Street
 - iv. Manor Street – All of Manor Street between Kingston and Hawthorne
 - v. McMunn Avenue – From 97 McMunn to 199 McMunn
 - vi. Promenade Street – From Chartiers to High Street intersection
 - vii. Middle Street – All of middle Street
 - viii. South Linwood Avenue – From Promenade to Woodlawn intersection

MOTION: to approve the paving list and send the paving work out to bid.

- d. Pool Bathhouse – Ribbon Cutting Opening – Thursday, May 23 at 5:30 pm. Dan Deasy and Wayne Fontana will be present during the ceremony. All residents are welcome, and tours of the new facility will be conducted.
- e. PAWC Water Main Replacement Schedule
- f. O&M Sewer Work – Manhole to Manhole Lining – Four (4) bids were submitted electronically through PennBid for Contract A – Manhole to Manhole Lining. The lowest responsible and responsive bidder was Jet Jack in the amount of \$252,060.

MOTION: to award the O&M Manhole to Manhole Lining contract to the lowest responsible and responsive bidder Jet Jack Inc with a base bid of \$252,060

- g. O&M Sewer Work – Excavation Repairs – Three (3) bids were submitted electronically through PennBid for Contract B – Excavation Repairs. The lowest responsible and responsive bidder was Soli Construction Inc. in the amount of \$211,000

MOTION: to award the O&M Excavation Repairs contract to the lowest responsible and responsive bidder Soli Construction in the amount of \$211,000.

- h. C-20 – Design work is ongoing. Next Submission deadline is June 30.
- i. Linden & Steuben Signal Light Improvements – Bid Schedule
- j. EV Charging – Electrify Allegheny Program

10) MANAGER’S REPORT

- a. Eminent Domain – For parcels 69-R-220 and 69-R-222 to complete the Broadhead project.

MOTION: to authorize the Solicitor to prepare and advertise an ordinance authorizing the condemnation, by eminent domain, of parcels 69-R-220 and 69-R-222 located on Broadhead Road for municipal purposes.

- b. Public Works Building – Discuss moving forward with build out.
- c. Logo Selection and Tag Line Review
- d. Waste Collection RFP Process – Update
- e. Seasonal Public Works hire list – there is a list of the employees the Borough plans to hire on the Council OneDrive.

MOTION: Approve the 2024 Seasonal Employment Hire List for Crafton Public Works as recommended by the Borough Manager.

- f. SHACOG Joint Bid for O&M CCTV Inspections and Cleaning - Year 14. Bids were received and opened on April 10, 2024. It is recommended the contract be awarded to the lowest responsible bidder, Robinson Pipe Cleaning Company, in the amount of \$195,122.00. The contract will be between SHACOG and the successful low bidder. Although SHACOG is the official contracting entity, since this activity is being undertaken on behalf of the municipalities participating in the program, it will not undertake this obligation without the concurrence of those municipalities. Crafton’s estimated share of the bid for the project is \$42,879.50.

MOTION: to authorize the Borough Manager to send a concurrence letter to SHACOG for them to enter into a contract with Robinson Pipe Cleaning Company in the amount of \$195,122.00 for the CCTV Inspections and Cleaning Year 14.

- g. Operations Plan – Resolution 2024-05 Pennsylvania Emergency Management Services Code mandates that the Borough prepare, maintain, and keep current an emergency operations plan.

MOTION: to approve resolution 2024-05 adopting the 2024 edition of Crafton’s Emergency Operations Plan.

11) STANDING COMMITTEES REPORT

- a. Finance, Administration, & Sustainability – Ms. Perry
 - i. Review 2024 Financials to Budget YTD
- b. Infrastructure & Land Use – Ms. Compitello
 - i. Zoning Ordinance Update – We received the written code, and the administration is actively making first round edits. Planning Commission will review it on Tuesday, April 30th at 6:30 pm. Steering Committee meeting will follow on May 8th.
 - ii. Safe Streets for All (SS4A) Federal Grant – Preparing for May 16 application.
- c. Planning Commission – Mr. Ridilla

- d. Communication & Recreation– Ms. Bollenbacher
 - i. Upcoming Community Events
 1. Clean-Up/Arbor/Earth Day – April 27
 2. Senior Dinners – May 4, Aug 3, Nov 2 (start time 4:30 PM)
 3. Music Festival – June 1
 4. Independence Day – July 4
 5. Fall Fest – Sept 28
 6. Haunted Crafton – Oct 19-31
 7. Celebration of Lights – Dec 7
 8. Christmas House Tour – Dec 15
 - ii. Logo update – First drafts this month!
 - iii. Newsletter – In the mail! – Next newsletter (and new format/publisher) coming in early August.

- e. Commissions Vacancy – Ms. Pulkownik

- i. Shade Tree Commission Appointment – Appoint Karen Benton to the Shade Tree Commission.

MOTION: To appoint Karen Benton to the Shade Tree Commission for a term that will expire on March 31, 2029.

- ii. Current Open Positions (apply at craftonborough.com/commissions)
 1. Zoning Hearing Board (1 alternate)
 2. Shade Tree Commission (1 opening)
 3. Upcoming
 - a. Civil Service expiring 7/1/2024
 - b. Recreation Board expiring 9/30/2024
 - c. Recreation Board expiring 9/30/2024
 - d. Zoning Hearing Board expiring 12/31/2024
 - e. Zoning Hearing Board expiring 12/31/2024
 - f. Zoning Hearing Board (alternate) expiring 12/31/2024

- f. Council of Governments (COG) – Ms. Bollenbacher

12) COMMUNITY ANNOUNCEMENTS

- a. **Upcoming Council Meeting** – Thursday, May 9th at 7:00 pm
- b. **Crafton Spring Forward Clean Up Day** – Saturday, April 27 - From 8:00 am to 11:00 am at Crafton Park there will be a Shredding and Medication Takeback Event hosted by Dan Deasy and Wayne Fontana. Dumpsters will be in Crafton Park and publicly available to help with your spring cleaning. In addition, you can come to the Borough Building starting at 9:00 am to join other community members who will be walking the Borough and picking up litter through 12:00 pm.
- c. **Arbor Day Ceremony** – Saturday, April 27th at 11:00 am in Crafton Park.
- d. **Real Estate & Road Tax Collection** - Jordan will be in the Community Center on April 26 (9 AM – 12 Noon) and April 30 (1 PM – 4 PM) to collect payments.

- e. **Kentucky Derby Senior Dinner** - May 4 at 4:30 pm (Dinner at 5:00 pm) until 6:30 pm at the Community Center. Kentucky Derby theme with dinner, games, and prizes. Tickets are \$10 (cash only). RSVP by April 26 on the website or calling office.
- f. **Pool Bathhouse Ribbon Cutting** – May 23 at 5:30 pm at the Poolhouse – Representative Dan Deasy and Senator Wayne Fontana will be joining Borough Council to open the new Pool Bathhouse.
- g. **Crafton’s First Annual Music Festival** – Saturday, June 1st – Save the Date!

13) PUBLIC COMMENT

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14) ADJOURNMENT