

Borough of Crafton  
Thursday, July 11, 2024

*(Council Meetings are broadcast live via Zoom Communications Webinar and can be viewed at [https://www.youtube.com/channel/UC\\_iL1uJ842r9UF1M0zNoEoQ](https://www.youtube.com/channel/UC_iL1uJ842r9UF1M0zNoEoQ))*

## **1. CALL TO ORDER**

President Oliverio called to order the Regular Meeting of the Crafton Borough Council, Thursday, July 11, 2024, at 7:02 PM.

## **2. FLAG SALUTE**

Pledge of Allegiance.

## **3. ROLL CALL**

Manager Price recorded six (6) Members of Council present as follows: Ms. Bollenbacher, Ms. Compitello, Mr. Hough, Mr. Oliverio, Ms. Pulkownik and Mr. Ridilla. Also present were Mayor Perry (Via Zoom), Solicitor Korbel and Engineer Keenan. Absent was Mr. Chandler.

## **4. CONSENT AGENDA**

Approval of the consent agenda for July 11, 2024, including:

1. Meeting Minutes – May 23, and June 13, 2024,
2. Bill List – June 27, and July 11, 2024,
3. May Reports – Manager’s Report, EMS Report, Police Report, JTS Tax Collection Report, and Community and Economic Development Report.

**MOTION #1:** It was moved and seconded (*Compitello/Hough*) to approve the July 11, 2024, Consent Agenda, pending the bill list approval by the President, Manager, and Treasurer.

**MOTION #1** carries by a Unanimous Vote (6-0).

## **5. PUBLIC COMMENT ON AGENDA ITEMS**

There were no citizens requesting to speak on agenda items.

## **6. PRESIDENT’S REPORT**

Mr. Oliverio had nothing to report.

## **7. MAYOR’S REPORT**

Mayor Perry gave the following report.

- ***Police Chief Search*** – Advertisement for the upcoming Police Chief opening has been advertised and applications will be accepted now through July 19, 2024.

## **8. SOLICITOR'S REPORT**

Solicitor Korbel made the following announcement.

- ***Executive Session*** – Council held an executive session remotely on July 1, 2024, to discuss litigation and real estate matters. Council held an executive session prior to this meeting for information purposes and to discuss property matters. Council will also hold an additional executive session following the meeting to discuss personnel matters.

## **9. ENGINEER'S REPORT**

Engineer Keenan gave an update on the following projects.

- ***Broadhead Project*** – New bid documents are being prepared to account for funding and the final easement for Perrine Street.
- ***Stairs Replacement Project*** – Promenade Street to Fountain Street stairs have been completed. The Crafton Boulevard stairs are scheduled to begin next.
- ***2024 Road Paving Plan*** – A preconstruction meeting will be held on July 12, 2024.
- ***Pool Bathhouse*** – Wet floor mats have been rented to help mitigate the slipping concern in the new bathhouse.
- ***Traffic Light Issue*** – Crafton received a resident request concerning the Traffic Signal at W. Steuben Street and W. Crafton Avenue and the distance to the light at Foster Avenue causing confusion. PennDOT has sent recommendations on how to alleviate this concern.
- ***PAWC Water Main Replacements*** – Parkview and Crafton Boulevard have been paved. The contractor is scheduled to begin the trench on Sterrett Street and will pave from the trench to the nearest curb. A contribution agreement has been executed and returned.
- ***C-20 Update*** – A resolution is required to accompany the grant application for funding.

**MOTION: #2:** It was moved and seconded (*Bollenbacher/Compitello*) to approve resolution number 2024-06 affirming that Crafton is seeking grant funding under ALCOSAN's GROW program to fund the C-20 sewer separation project.

**MOTION #2** carries by a Unanimous Vote (6-0).

- ***Linden & Steuben Light Improvement*** – Requested data has been distributed to Council for review. Grant funding was awarded in the amount of \$246,790.40. This intersection is not compliant with the ADA requirements.

**MOTION: #3:** It was moved and seconded (*Compitello/Bollenbacher*) to award the contract to the lowest responsible and responsive bidder, Bruce-Merrilees Electric Company for \$311,916.00 as recommended by Gateway Engineers.

Mr. Hough noted that the Finance Committee discussed this project and stated that the match will be less than originally expected, and that Crafton will have the funds in the bond to complete the project.

**MOTION #3** carries by a Unanimous Vote (6-0).

- ***EV (Electric Vehicle) Charging Stations*** – \$120,000 grant funds awarded for this project. Project scope is being prepared with six charging ports on Station Street and six charging ports down at Crafton Park. The project will be fully funded by the grant, there is no match for Crafton.
- ***Trail Feasibility Study*** – Crafton is seeking a grant for this project and the RFP (request for proposal) has been submitted for internal review.
- ***Public Works Building*** – Project is waiting on the wetlands permit to expand the frontage of the property.
- ***Crafton Boulevard Street Lights*** – Shields have been installed on ten of the poles, awaiting on the remaining seven shields to be delivered.

## **10. MANAGER'S REPORT**

Manager price spoke on the following items.

- ***Waste Collection RFP Process*** – Bids will be opened publicly on Friday, July 19, 2024, at 12:00 PM.
- ***S Grandview Parking*** – Resident complaint received due to the overgrowth at the lower end of S. Grandview Avenue. The homeowners are unable to cut back the overgrowth due to the cars parking head in, rather than parallel to the street. Public Works has previously cut this vegetation back for the homeowners. A parking permit system could be introduced, or we could notify the homeowners letting them know that they will be required to park in a parallel position.

The council discussed the suggested options and decided it would be better and less costly for the Borough to implement and paint parallel parking lines along the side of the road.

- **Code Enforcement Software** – Cloudpermit was selected as the new code software. The cost of using Cloudpermit will be half the cost of our current provider. This new software will allow for online permitting.

Manager Price announced that Crafton has been approved to begin using CraftonBorough.gov.

- **New Website** – Crafton will move over to Munibit as the website provider. Munibit is designed specifically for Municipalities and would allow for online reservations.
- **Southwest Allegheny County Tax Collection** – Appoint Jim Price, Borough Manager as the authorized contact person for the SWACTCD.

**MOTION: #4:** It was moved and seconded (*Bollenbacher/Pulkownik*) to appoint Jim Price as the Authorized Contact Person for Crafton Borough to the Southwest Allegheny County Tax Collection District.

**MOTION #4** carries by a Unanimous Vote (6-0).

- **Ordinance Amendment** – Amending the Eminent Domain Ordinance to correct the assigned number to 1679.

**MOTION: #5:** It was moved and seconded (*Pulkownik/Ridilla*) to correct the Ordinance Number for the Ordinance passed at the May 23rd meeting from number 1678 to number 1679.

**MOTION #5** carries by a Unanimous Vote (6-0).

- **Logo Selection** – The resident survey responses did not result in a clear winner. A focus group was held with Director Tedesco, Manager Price and local artists and marketers where the “Crafton – A path for everyone” logo was selected. Several variations of the logo were presented to Council.



Council agreed that this logo is the best option for Crafton and discussed the possibility of altering the colors and changing or removing the tag line.

- **2025 Budget Schedule** – The 2025 Budget schedule of times and dates are recommended as follows.
  - July early – Prepare budget outline and share with department heads
  - July late – Meet with department heads – discuss priorities
  - August 14 – Finance Committee meeting – Draft Budget
  - August 22 – Council First Draft of Budget and Choices introduced
  - September 12 – Council Budget Workshop – 6:30 pm
  - September 26 – Council Budget Workshop – 6:30 pm
  - October 10 – Council Budget Workshop - 6:30 pm
  - October 24 - Council Budget Workshop – 6:30 pm
  - November 14 - Council Budget Workshop - 6:30 pm
  - November 28 – Thanksgiving
  - December 12 – Council Budget Workshop – 6:30 pm

## **11. STANDING COMMITTEE REPORTS**

### ***FINANCE, ADMINISTRATION, & SUSTAINABILITY***

Ms. Perry gave an update on the following.

- **Mid-Year Financials** – Finance Committee met and discussed the mid-year financials.
- **2025 Budget** – Budget discussions with the Department Heads will begin next week.

### ***INFRASTRUCTURE & LAND USE***

Ms. Compitello gave a quick update on the following.

- **Multi-Municipal Zoning Project** – Updated drafts were sent to the Planning Commission and Steering Committee. Final review and adoption process will continue over the next few months.
- **Safe Streets for All (SS4A) Federal Grant** – Application is planned for an August 29<sup>th</sup> submission. The next step is to draft an intergovernmental cooperation agreement to submit with the application.

### ***PLANNING COMMISSION***

Manager Price gave the following update.

- **Planning Commission Meeting** – Planning Commission met on June 25, 2024, and discussed the new zoning ordinance.

### ***COMMUNICATION & RECREATION***

Ms. Bollenbacher thanked the Recreation Board for the 4<sup>th</sup> of July event and gave the following event announcements.

▪ ***Upcoming Events – Save the Date***

- Senior Dinner Dates
  - August 3, 2024 – 70's Disco Themed Dinner.
  - Open to the whole community, not only Seniors.
  - Music: DJ Whiteclaw
  - Doors will open at 5:00 PM, Dinner at 5:30 PM
  - Games, Prizes, Music Bingo
  - The cost is \$10 per person.
  - Next Dinner - November 2, 2024
- Fall Fest
  - September 28, 2024
  - Looking for Food Vendors, Crafters, and Non-Profits.
  - Axe Throwing, Balloon House, Inflatable Obstacle Course, Face Painting, Balloon Artist, Spin Art, Lawn Games.
  - Corn Liquor Saints will be performing
- Trunk or Treat - Kickoff
  - October 19, 2024
- Haunted Crafton
  - October 19, through October 31, 2024
- Celebration of Lights
  - December 7, 2024
- Holiday House Tour
  - December 15, 2024
- More detailed information is to come on these events.

- ***Newsletter*** – The next issue, under the new publisher, is planned for early August 2024.

***VACANCY COMMITTEE***

Ms. Pulkownik requested the following appointments.

▪ ***Planning Commission***

**MOTION: #6:** It was moved and seconded (*Bollenbacher/Compitello*) to appoint A.J. Pescuric to the Planning Commission for a term that will expire on April 13, 2025.

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

▪ ***Civil Service Commission***

**MOTION: #7:** It was moved and seconded (*Bollenbacher/Compitello*) to appoint Lynn Nickel to the Civil Service Commission for a term that will expire on July 1, 2030.

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

▪ ***Current Open Vacancies***

1. Upcoming Positions

- a. Recreation Board expiring 9/30/2024
- b. Recreation Board expiring 9/30/2024
- c. Zoning Hearing Board expiring 12/31/2024
- d. Zoning Hearing Board expiring 12/31/2024
- e. Zoning Hearing Board (alternate) expiring 12/31/2024

*\* Interested candidates should apply on the Borough's website at [www.craftonborough.com/commissions](http://www.craftonborough.com/commissions).*

***COUNCIL OF GOVERNMENTS (COG)***

Ms. Bollenbacher stated that the next COG is currently on summer break and does not meet again until September.

**12. COMMUNITY ANNOUNCEMENTS**

- **Upcoming Council Meeting** – Thursday, July 25, 2024, at 7:00 pm.
- **Pool Passes** – Available now at [craftonborough.com/crafton-pool](http://craftonborough.com/crafton-pool). You can complete your application and purchase your passes online.
- **Mini Golf** – The Mini Golf Course on Steuben is open Friday and Saturday nights from 7 pm to 9 pm. \$2 per person to play.

**13. PUBLIC COMMENT**

There were no citizens requesting to speak on non-agenda items.

**14. ADJOURNMENT**

The meeting was adjourned at 8:05 PM.

Respectfully submitted,  
Carissima Kerns, Borough Secretary