

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
March 10, 2016**

On March 10, 2016 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 7:00 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

ROLL CALL

Those present - Commissioners: President Joe Sabol, Vice-President Todd Miller, Jerry Keller, Jeffrey Gagat and Arthur Buccigrossi

Secretary/Manager: Kellie Crago

Solicitor: Richard Start

PUBLIC COMMENT ON AGENDA ITEMS – none

APPROVAL OF MINUTES

Commissioner Sabol asked for a motion to approve the February 11, 2016 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Buccigrossi. A roll call vote was taken. All commissioners were all in favor of the motion. The motion carried.

Commissioner Sabol asked for a motion to approve the February 24, 2016 workshop meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Buccigrossi. A roll call vote was taken. Commissioner Gagat abstained from the vote. The remaining four commissioners were all in favor of the motion. The motion carried.

TREASURER’S REPORT

The Treasurer’s report dated February 29, 2016 was presented to the Board for their approval. A motion to accept the February 2016 Treasurer’s Report as received was made by Commissioner Gagat and seconded by Commissioner Keller. A roll call vote was taken and found Commissioners in favor of the motion.

LIST OF BILLS

The list of bills was presented

| | |
|--|--------------|
| The funds removed prior to the monthly meeting | \$ 2,086.50 |
| Invoices due | \$ 19,250.29 |
| Estimated payroll for November | \$ 43,000.00 |
| Highway Fund for street lights | \$ 3,485.11 |
| The total estimated bills for November | \$ 67,821.90 |

A motion to pay the bills was made by Commissioner Miller and seconded by Commissioner Keller. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

Ms. Crago reported for the month of February the office received the following items: A letter from Cindy Kirk. Our District 2 representative, notice from PMRS regarding the 2015 Actuarial Valuation reports, a notice from Comcast regarding rate changes, a letter from Mark Mustio's office, the MRM Trustnotes, a letter from Penn DOT regarding Bridge inspection standards, a notice from Peoples Gas regarding carbon monoxide safety, PLGIT Monthly Market Review, the compliance audit for the Crescent Township volunteer firefighters relief association for years 2012 thru 2014, notice from ShaCOG regarding a salt price decrease of .44/ton (\$67.07), and a letter indicating the Township will receive \$76,644.17 for Liquid Fuels.

MANAGER'S REPORT

Ms. Crago reported the office completed the following in the month of February: Attended the monthly Manager's meeting, the State of the County Address, and 3 Rivers Wet Weather Workshop regarding MS4, filed two insurance claims, contacted Allegheny County regarding property assessments, contacted Allegheny County regarding Spring Run Rd, completed the AG 385 report, worked with the code enforcer regarding property maintenance, worked with the engineer and Moon Township regarding the 2016 road program, started the 2015 financial audit with the township auditor and handled all the financial daily business in the township office.

SOLICITOR'S REPORT

Solicitor Start reported their office reviewed documents regarding expenditures of Liquid Fuel funds, Agreements and Ordinances regarding the collection of delinquent accounts by Portnoff law Associates, regarding Food Truck and the Fire Station property and a proposed Agreement from Pittsburgh Technical Institute regarding an Intern program and the Police Department.

ENGINEER'S REPORT

Bob Firek read the engineer report. Regarding the 2016 road program it will be bid out with Moon Township. The specifications were reviewed by LSSE and they provided feedback and corrections prior to the bidding on March 2, 2016. Mr. Firek proceeded with the annual MS4 training for the commissioners and any employees that were in attendance of the meeting. After the presentation there was discussion on this permit as being mandate without any funding and how legislation has been presented to the State legislator regarding a stormwater fee being passed onto residents. Further talk continued regarding what will happen during an audit from the DEP.

PUBLIC SAFETY

Commissioner Miller reported the following stats for the month of February:

- Calls for Service 128
- Assists other departments 9
- Medical assistance calls 5
- Total citations for the month 26
- Persons arrested 4

- (possession of marijuana, receiving stolen property, conspiracy and theft)
Police cars traveled 3,647

No Repairs and Maintenance on police cars in February. Office Laffey, Hale, Hartman, Smith and Scott all attended Mandatory Training throughout the month of February. Interim Chief Longerman and Officer Hale attended classes for “Crisis Management”, “Interview, Interrogation and Statement analysis”, given by the FBI Pittsburgh. This training was no cost to the Township other than officer’s attendance.

A message from the department: If you have an emergency, call 911 at any time. If you need a police officer to respond or for a report or incident, please call our dispatch center at 412-262-5000. The Crescent Township Police Department serves you 24 hours a day, 365 days per year. Please call us any time when you need police service or action.

PUBLIC WORKS

Commissioner Gagat reported for the month of February:

- Maintained roadways during inclement weather
- Cold patched any new potholes
- Picked up litter on McGovern Blvd, Riverview Rd. and in the parks
- Repaired storm pipe on Pine Street
- Removed steel pipe along the edge of Bocktown Rd
- MS4 work completed: inlet inspections, continued work on the Operations and Maintenance Program , attended MS4 workshop, completed outfall maintenance and responded and reported an illicit discharge
- Building maintenance performed: cleaned garage bays and snow off sidewalks/steps, spread stone chips in parking lot and finished painting Police barracks
- Fleet maintenance: washed trucks and equipment after road maintenance and repaired leaking tire on Case Backhoe

FINANCE

Commissioner Keller reported the township is about 17% through the fiscal year. We have collected about 20% of the projected income and spent approximately 14% of the projected expenses which include annual expenses. He commended the Interim Chief and the department on keeping the police overtime to a minimum so far this year.

PARKS AND RECREATION

Commissioner Buccigrossi reported the Parks department had their Kid Carnival on February 19. They raised money for the parks and Cystic Fibrosis. He thanked the commissioners that attended and especially police officers Hale and Hartman. The next event, Family Fun Night, is scheduled for April 16. The Recreation board will be holding the Easter event on March 26 at 1pm at the Fire Hall.

CRESCENT TOWNSHIP FIRE DEPARTMENT

Denny Lewis reported they have Bingo on Sunday nights and continued training on Monday evening. There have been no fire calls since last meeting.

VALLEY AMBULANCE

Ms. Crago reminded residents the fund drive and subscriptions have been mailed. Please remember to donate if you can.

EMERGENCY MANAGEMENT

Denny Lewis reported he attended the quarterly meeting at the E.O.C. on Tuesday. Crescent was only one of 23 communities in Allegheny County that sent in their signed Hazardous Mitigation plan. He also learned there is a new app for emergency personnel which will identify items being carried by railroad cars.

OLD BUSINESS – None

NEW BUSINESS

The first item was a Proclamation honoring Dakota James Horvath for achieving the Eagle Scout ranking. Commissioner Sabol noted this was a great achievement and he will be giving this to Mr. Horvath at his Eagle Scout ceremony on Sunday.

The second item was the motion to accept the resignation of part-time officers Michael Monaco and Michael Zurynski. Commissioner Miller made a motion and was seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The next item was the discussion on hiring a Police Chief. Commissioner Miller discussed how the department is trying to grow and needs a leader in place. He feels Ken Longerman has done a great job of controlling the overtime and has support of his peers. Commissioner Keller agreed with Commissioner Miller. His only concern is if they put someone in as Chief right now, financially the township has already paid out four months wages for the past Chief. He realizes if they promote from within the department will be losing a full time Captain wage. Commissioner Miller made a motion to appoint Ken Longerman as the full time Chief of Police contingent on a contract agreement. And pay rate will be retroactive to the meeting date. Commissioner Gagat seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. Commissioner Keller asked that in the future if there is intention on making a motion on a particular item to word it appropriately on the agenda. Commissioner Miller did not know how the discussion would go so he did not want to place a motion without hearing the Boards thoughts.

The fourth item was the discussion regarding an arrangement between Pittsburgh Technical Institute and the Police Department. Commissioner Miller stated this was discussed at the February workshop meeting. The solicitor started the original agreement put the liability on the township for an intern and the township asked to have the agreement updated to shift liability onto PTI. The updated agreement has not yet been received so Commissioner Miller made a motion to table the item until next month. Commissioner Keller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion

The fifth item was the motion to add Creswell Heights Joint Authority to the approved ACH vendor list. Commissioner Miller made a motion and Commissioner Keller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion.

The last item was discussion on the revision of the township's building permit. Commissioner Sabol noted some changes are being requested on the current permit. Ms. Crago added, since 2010 the township has required residents to notarize a Release and Indemnification form. This form indicates a resident is responsible for not building on a utility easement. The update on this form would require residents to indicate if there is or there is not a utility easement on their property. The second change would be for the resident to indicate on their plot plan any utility easements, if any. The last change would be if residents were adding on to their house or placing sheds, pools etc. on the property they would be required to complete a PA One call. This will inform the utility companies a resident's intent to add items on the property. Ms. Crago was asking the board to approve the updated building permit. Commissioner Keller made a motion to approve the updated form and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

PUBLIC COMMENTS

Patty Christian 207 Hyeholde wanted to make a suggestion regarding Patrick Crago's Eagle Scout project that was completed in Crescent Township. She felt the Board should recognize his efforts just as Dokota Horvath was recognized.

Denny Lewis 492 Crescent Blvd Ext. he asked a Board member to discuss the townships position on releasing an employee who was a firefighter from work to respond to a fire emergency in Crescent. He would like to see a policy in place for this type of situation.

COMMISSIONER COMMENTS

Commissioner Miller would like to congratulate Mr. Horvath on his Eagle Scout status, Commissioner Sabol on his retirement, Commissioner Gagat on the completion on his Local government academy training and Ken Longerman on becoming Chief. He discussed a few items regarding the last COG meeting: to make sure there is full coverage on Fire vehicles, complete the Fire Department grant, and look into an ordinance regarding cell towers that are now being placed on telephone poles. He thanked the officers that showed up for the meeting to support the new Chief and indicated he will look to put on the agenda the discussion regarding firefighters that are employees.

Commissioner Gagat noted he completed over approximately 50 hours of training with the Local government Academy and listened to some key speakers. He met with the public works foreman earlier and the township still needs to purchase more salt as per the agreement. The problem is there is nowhere to put it since the salt shed is completely filled.

Commissioner Keller agreed the salt shed is grossly inadequate and feels a new shed is needed. He offered some suggestions for a new one. He wanted to talk about a letter that was sent to the commissioners by Moon Township and meeting with them and the Moon Area School district. The purpose of the meeting would deal with the Moon Township Authority (MTA) and the current arrangement. The commissioner proceeded to discuss the background of MTA and how it benefits Moon Township. His concern is that Crescent school district tax dollars are going into the program but they are not benefitting Crescent Township. It is being requested that two representatives from each party meet to discuss how to move forward. He requested that rumors not start about the reason of the gathering. Commissioner Sabol indicated he spoke with Jim Vitale from Moon Township and he stated there was no agenda and the meeting was open dialogue.

Commissioner Sabol responded to Mr. Lewis public comment regarding firefighters. He noted the township needs to discuss this with the insurance company before making any type of decision. This will be on next month's agenda for discussion once answers have been received from the insurance company.

Commissioner Buccigrossi wanted to thank the new Chief on his position and Commissioner Gagat on completing his class.

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Keller. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 8:25 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Manager/ Secretary