

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
July 14, 2016**

On July 14, 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.

Commissioner Joe Sabol announced the Board was in executive session from 6:30PM – 6:55PM

ROLL CALL

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

Township Manager/ Secretary: Kellie Crago

Solicitor: Richard Start

PUBLIC COMMENT ON AGENDA ITEMS

Dave Mitchell wanted to comment on a letter MTMA sent to the township regarding building permits. He will discuss this further under Public Comments

COMMENDATION

Chief Longerman presented a Certificate and Pin of Valor to Officer Fedorka. Officer Fedorka was commended for his Act of Extraordinary Bravery performed in the line of duty, disregarding his own life to save another. He carried a resident out of her house while it was on fire.

APPROVAL OF MINUTES

Commissioner Sabol asked for a motion to approve the June 9, 2016 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Gagat. A roll call vote was taken. All commissioners were all in favor of the motion. The motion carried.

TREASURER'S REPORT

The Treasurer's report dated June 30, 2016 was presented to the Board for their approval. A motion to accept the June 2016 Treasurer's Report as received was made by Commissioner Keller and seconded by Commissioner Buccigrossi. 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	\$ 32,788.46
Invoices due	\$ 16,124.44
Estimated payroll for June	\$ 44,000.00

Highway Fund for street lights	\$ 3,473.78
The total estimated bills for June	\$ 63,598.22

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 noted the office received the following correspondence in June: Creswell Heights Joint Authority 2015 audit, notice from Cargill regarding the salt extension for 2016, PLGIT investment options and Monthly Market Review, meeting minutes from MTMA and Creswell Heights Joint Authority, notice from Municipal Benefits Services regarding a UPMC update, a PMRS update on enrollment procedures, letter from the Rotary Club of Moon township, notice from Cintas regarding acquisition of Zee Medical, notice from UPMC HAPPI , Verizon and Comcast channel updates, the MRM Trustnotes, the Portnoff reporter, a thank you note from the COG regarding the township donation, the 2015 annual report from RAD, notice from the Auditor General regarding monthly audits, notice from Allegheny County regarding price changes from the Dept of Court Records, and a letter from MTMA regarding building permit requests.

MANAGER’S REPORT

Ms. Crago stated for the month of June the office completed the following: Attended meetings pertaining to Emergency Management, the Creswell Heights Joint Authority meeting, the monthly Manager’s meeting , MS4 requirements and the annual Health Care summit provided by our agent. They completed webinars regarding Blighted Property and Unemployment. Met with Penn DOT regarding the Tar and Chip program, received an application for a simple sub-division and a revised conditional use application for a communication tower. Completed Right to Know requests, filed Sheriff Sale claims, sent the Cargill Salt extension letter, contacted the Geo- tech engineer and Township engineer regarding Riverview Rd, completed the transaction for the TAN loan payoff, updated municipal information with Comcast, completed information for the Allegheny County Controller’s office and Allegheny County Emergency Management, worked with the Code enforcer regarding property violations, handled resident complaints and all the financial tasks of the Township.

She reminded to residents regarding the property maintenance of grass and shrubs. Grass cannot exceed 10 inches and shrubs and trees need to be trimmed so they do not enter in to the right of way or inhibit the sight of the right of way. Also, the 2016 garbage bills were sent to each resident in March. If you did not receive a bill, contact Jordan Tax Service for your balance. Lastly, building permits are required in the Township. Applications can be downloaded online.

She wanted to let residents know if they have any questions or concerns, please do not hesitate to contact the Administrative office immediately during the week so the matter can be handled in a timely manner.

SOLICITOR’S REPORT

Solicitor Start reported his office reviewed various correspondences and Geo-Technical information from engineers, reviewed file material and the application for a Conditional Use submitted by Verizon. A Public Hearing will be held on August 18, 2016 at 6:30PM. Lastly, they reviewed the first draft of the proposed Civil Service rules.

ENGINEER’S REPORT

Bob Firek reported their office transmitted a copy of the MS4 Progress Report; Permit 2 year 3 to the PA DEP on June 16, 2016. The Year 4 outfall testing will begin Mid/End August pending the weather. Regarding the 2016 Road program, the Contracotr started work on July 8 and completed paving this afternoon. A few adjustments need to be made. They issued letters regarding a subdivision in Parkwood Development on June 24, 2016 and a Conditional Use review letter dated June 30, 2016 regarding a Telecommunication Tower.

PUBLIC SAFETY

Commissioner Miller reported the following for the month of June:

- Calls for service 209
- Assist other departments 6
- Medical assistance calls 5
- Fraud cases 3
- Total citations issued for the month 109
- Arrests 9
(DUI, Underage drinking, theft, receiving stolen property, conspiracy, obstruction of justice, possession of heroin, disorderly conduct)

The following repairs and maintenance were completed: Car 105- preventative maintenance, oil, filter and tires rotated, new tires were installed and new brake light switch; Car 106- the PTU unit on the All-wheel drive system replaced (under warranty). Officer Smith and Fedorka attended ALERRT training at the airport hosted by the West Hills COG. Chief Longerman attended Identifying Radicalization and Mobilization- Terrorism training.

PUBLIC WORKS

Commissioner Gagat reported the department completed the following for the month of June: removed and cleaned the clogged grinder pump in Shouse Park, prepared and cleaned pavilions for June rentals, cleaned up after the heavy rain storms, repaired inlet and storm line that failed on Crescent Blvd. Ext., continue mowing the right of ways, repaired signs that were hit by car on McGovern Blvd, tiger mowed Bocktown Rd for the State Agility program, prepared Old Harper Rd for tar and chip, repaired hot water tank, MS4 work performed: jetted the storm line on Main Street and vacuumed out storm inlets, cleaned out inlets, and cleaned out ditch on Riverview Road.

Commissioner Keller wanted to briefly discuss the Tiger Mower that was purchased a few years ago. It was speculated the mower would cost more to maintain but to date it has paid for itself by saving hours of manual weed waking by the department. He commended JR Meredith for the purchase.

FINANCE

Commissioner Keller reported indicated the township is half way through the year and we have collected 77% of the projected revenue and spent 50% of budgeted expenses. There are a number major expenses coming up in the following months. He asks the commissioners and supervisors to be cautious of their spending. He commended the police department on their overall budget but noted task force wages are at 300%. These wages are reimbursed to the township although it may take months or a year or two before the township receives them. Emergency Management is at 60% at 50% through the year.

PARKS AND RECREATION

Commissioner Buccigrossi reported the Parks Board met July 7. They received a letter from a resident indicating their child sustained an injury at Sautter Park. They will be reviewing the conditions and make any necessary changes as needed. The July 4 festivities were cancelled due to the weather. The Back to School Family Fun Night is set for September 10 at 5 PM at Shouse Park. There will be games, raffle, food and a movie will be shown at dusk. A Fall Festival is set for October 22. There will be local vendors at the event, a chili cook-off and car cruise. The board will be purchasing 10 new picnic tables to replace ones needed throughout the three pavilions. They also will be accepting bids to replace the Davis pavilion. There was nothing to report for the Recreation Board.

FIRE DEPARTMENT

Denny Lewis reported their SWIF water team has been activated a couple of times due to the storms. They started having Car Show at the fire department. This will occur a couple Wednesdays a month. It was advertised on Carcruise.com. A resident was requesting more advertising be available in the Township. Training occurs every Monday and Bingo on Sundays. There still are tickets available for the Gun Bash that will be held in October.

VALLEY AMBULANCE

Denny Lewis reported there was no meeting last month and the next meeting will be held in July.

EMERGENCY MANAGEMENT

Denny Lewis wanted to respond to the comment Commissioner Keller made about him using 60% of his budget. His budget is only \$400 and he purchased a new camera that would be needed in the case of a disaster. He would like the township to take over the salting of Spring Run Road. He knows this road is salted by Moon Township but it is usually the last road to be cleaned when there is a storm. He explained the history of a past accident which occurred on this road when Crescent was responsible for maintaining it in the winter. He wants the Board to look into taking over the contract.

OLD BUSINESS

The only item under old business was the discussion regarding the remediation of Riverview Road. Commissioner Gagat wanted to get a general recap of the remediation's and soil borings that were presented to the Board last year regarding Riverview Road. Joe Boward, the Geo-Technical Engineer proceeded to explain how he was asked to explore the conditions of the road and obtain soil samples. The properties of the soil can be determined by the borings. What their office found was on average the depth of soil before hitting the mantle was about 10 feet thick. He explained there was soft clay and colluvial soil in some of the borings. Colluvial soil is a result of past landslides and happened years ago when the Indians were here. Due to the Railroad owning the property outside the Right of Way, he only looked at retaining walls as possible solutions to the area. Three walls were presented last year; the two most expense were the SBL and Tangent Caisson walls, with the least expense MSE wall. This last option required the whole road to be dug out and closed for an extended period of time. Mr. Boward recognized over that last year another option called a Soil Nail Wall has been reviewed. He feels this could possibly be built in a week at a cost of around \$200,000 and may not have to enter into the Railroad property. Commissioner Gagat asked where he thought the water was coming from in the soil. Mr. Boward feels there is an underground spring and little contribution coming through the road. He confirmed there is a washout area along the roadway. This started last year and has become progressively worse. The

Township engineer indicated this was the low point of the road and stormwater could be contributing to the wash out. Brian Cain, the Road Foreman, noted that over the years, before he arrived, the township build up the berm of the road on the high side preventing water from going over the edge but has now caused about 50% of the water to run down the road to the low point wash out area. He shot the road last year and it has not moved. Commissioner Gagat recognizes there are two problems: stormwater runoff and to secure the hillside. Mr. Boward suggested filling the area with rip-rap but this is not a permanent solution and will cascade down slope. The spring he feels is under the road would need to be addressed when the hill is corrected. There was extensive discussion of rerouting the stormwater to the catch basin on the road and how important it is to place stop gate measures I place to mitigate the situation before it gets worse. Due to the cost, the proper way to correct the stormwater should be done when the road is completely repaired. Commissioner Keller asked if there were other options which were less expensive. Mr. Boward stated there were other options but he would not sign off on them as a Professional Engineer. They can be done but the township would have to understand they would not be permanent or long term solutions. Commissioner Keller asked if the Board could sit down with him to hear possible other solutions. There was discussion on preparing stop gap measures for the water runoff by the Township and both engineers would review it. Mr. Boward reminded the Board stop gap measures are not engineer solutions. The Board discussed financing, grants options, road programs, money already set aside for Riverview Road, the length of time to complete any of the options mentioned and estimated costs.

OLD BUSINESS

The first item was the discussion and motion to purchase a computer server for the Police Department. Chief Longerman explained how the department needs to separate their server due to regulations from the State Police CLEAN division. He explained how this is needed to keep information private. He noted nothing has ever been compromised under the current system. Commissioner Keller stated there is another problem. There is no emergency backup system when the power goes down all together. Chief Longerman explained every person who frequents the department must have a background check every year; from interns, cleaning personnel, employees etc. If any person is arrested, this will trigger CLEAN and their access would be shut off and the department will be notified. The department needs to be CLEAN certified or the officers will not be able to request information even from Moon Township. The quote from Response Computer Service was reviewed. Discussion continued on the specs of the computer, the size of the back- up battery and how new computers must be wiped clean three times before use. Commissioner Gagat made a motion to approve the purchase of a new server from Response Computer in the amount of \$3887 and an additional \$100 for a larger back up battery. Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The seconded item was the motion to accept the resignation of Jim DeAngelis from the Civil Service Commission. Commissioner Miller made a motion and was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The third item was the motion to appoint Todd Miller to the Civil Service Commission with a term ending December 31, 2016. Commissioner Keller had an issue with a commissioner sitting on the Civil Service board. Solicitor Start responded that the First Class Township code specifically allows one commissioner to sit on the commission. Commissioner Buccigrossi made a motion to appoint Todd Miller to the Civil Service Commission and was seconded by Commissioner Sabol. A roll call vote was taken and found all four commissioners in favor of the motion. Commissioner Miller abstained from the vote. The motion passed.

The next item was the motion to appoint Dee Lockhart to to the Civil Service Commission as an Alternate. Commissioner Miller noted he wanted to be an Alternate on the Civil Service Commission but

he was told a commissioner needs to be a full member not an Alternate. Commissioner Miller made a motion to appoint Ms. Lockhart and was seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

PUBLIC COMMENTS

Dave Mitchell Riverview Road noted he sits on the MTMA board representing Crescent Township. When MTMA installed the sewer line years ago, the contractor ran into bedrock not far down. He would think this could serve as some good information. He feels the water management on the road has been addressed a number of times over the past years and has washed out again and again. He feels the road needs to be re-slopped away from the hillside and low point. He also wanted to comment on a letter John Reilly sent to the Township requesting MTMA access to review the building permits. He does not feel the PA One Call covers what they are requesting. He noted it would take MTMA 2-3 days to review the permit and give a response to the township. This would help eliminate residents building over sewer line easement. Solicitor Start noted this was discussed before and asked Ms. Crago to give a brief synopsis. She explained the PA One Call was established to notify all utility companies the residents desire to build permanent structures and/or digging on their property. The Public works crew responds to all PA One Calls and then works with our Building Inspector to make sure residents have the appropriate permits to place decks, pools, additions etc on their property. The Township is suggesting MTMA to do the same. Mr. Mitchell explained the PA One Call is not used for that purpose.

Patti Kastriba Riverview Road was curious about another entrance or exit from the Staunton Heights proposed construction connecting to Riverview. She wanted to know if the road would be back to the original width and if the stop signs would be removed. Another concern would be if the road is blocked off during the repairs how would it be addressed during the day if an ambulance was needed for the elderly. Commissioner Gagat stated these concerns would be addressed once a remediation plan is put into place. Commissioner Sabol noted the Staunton Heights project has not been approved as of right now.

Theresa Cerbe 1139 Huntsridge Drive wanted the Board to know her basement has been flooded a few times. She lived there for 47 years and it never happened before. The flooding started a few years ago when Huntsridge was paved and the curb at the end of driveway was eliminated. She also talked to Brian from Public Works and he is going to help with placing a curb. Commissioner Gagat noted Brian had informed him of the situation and he will help her.

Natalie Shoop 1272 Needham Street wanted to thank Brian and Public works for filling in the potholes on her street.

COMMISSIONER COMMENTS

Commissioner Miller wanted to remind residents of the Fire Department Gun bash which is scheduled for October 1. Regarding Riverview Road, he wanted to know if MTMA has a survey of the road noting the depth. This would possibly eliminate the township doing the same work and save some money. He thanked the employees for doing a great job.

Commissioner Gagat responded to a resident comment made at the June meeting regarding the utility bills for the hockey deck. He read the utility bills from May back to December. He noted how the bills have been declining each month due to the amount of daylight. Public Works also corrected the concern.

Commissioner Keller thanked everyone for coming out this evening and informed the crowd of an incident that was currently happening in France and 75 people have been declared dead. He reminded residents we are not immune to this and if you see something, contact the police department immediately.

Commissioner Buccigrossi thanked everyone for coming out. Also if there is an issue, let the township know because that is the only way we know there is a problem.

Commissioner Sabol wanted to apologize for not allowing them to speak earlier but he had to keep order to the meeting. He hopes the presentation from Mr. Boward was informational. He reassured the residents they have been monitoring the situation and Public Works looks at the area frequently. If there are any questions, contact the office for answers.

Commissioner Miller wanted to thank Mark Marchione for placing a police statue and flowers near the flag post for the officers.

A motion to adjourn the meeting was made by Commissioner Keller and was seconded by Commissioner Gagat. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 8:55 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Manager/ Secretary