

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
February 13, 2014**

On February 13, 2014 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 7:30 P.M. in the Crescent Township Municipal Building. 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

Commissioner Keller asked Captain Longerman to lead the salute to the flag

ROLL CALL

Those present: Commissioners: President Jerry Keller, Vice President Todd Miller,
Commissioner Mark Schukart

Interim Secretary/Manager: Kellie Crago

Solicitor: Richard Start

Commissioner Keller announced the Board was in executive session from 6:00 – 7:15 PM this evening.

PUBLIC COMMENT ON AGENDA ITEMS

Karen Patton wanted to comment on the motion to approve the \$500 2014 Multi-Municipal Fire Chiefs training fund. She was the past delegate for the COG. She wanted to know why the Township would be paying this invoice. She feels the invoice should go directly to the Fire Department since it involves fire training. Fire training payments should not be coming out of the General Fund.

APPROVAL OF MINUTES

Commissioner Keller made a motion to approve the January 9, 2014 Re-Organizational meeting minutes and was seconded by Commissioner Miller. A roll call vote was taken and found all Commissioners in favor of the motion.

Commissioner Keller made a motion to approve the January 9, 2014 business meeting minutes and was seconded by Commissioner Miller. A roll call vote was taken and found all Commissioners in favor of the motion.

TREASURER'S REPORT

The Treasurer's report dated January 31, 2014 was presented to the Board for their approval. A motion to accept the January 31, 2014 Treasurer's Report as received was made by Commissioner Miller 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 from the General Fund prior to the monthly meeting were \$9,499.68. Invoices due are \$28,881.67, estimated payroll of \$42,000.00, and the Highway Fund for street lights is \$3,791.42. The total estimated bills for February are \$74,673.09. A motion to pay the bills was made by Commissioner Miller and seconded by Commissioner Schukart. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

In the month of January the office received the following correspondence: The Legislator Locator, MRM Trustnotes, meeting minutes from Moon Township Municipal Authority, and the PLGIT Monthly Market Review

SECRETARY/MANAGER'S REPORT

For the month of January the Municipal office completed the following: scheduled the swearing in of the new Commissioners and Tax Collector, handled the sale of new Public Works truck, completed the PMRS and 4th quarter tax returns, worked with Jordan Tax service to start up the 2014 garbage bills, handled the cancellation of Berkheimer's services for garbage collection, ordered the new garage doors for the building, accompanied the Township engineers and the COG for the final walk through of Municipal doors, met with the Township engineers regarding McCutcheon Way, handled the removal of seismic devices that were placed in residents yards, completed the 2014 Tax Information Form, Report of Elected and Appointed Officials, and Survey of Financial Condition requested by the DCED, worked with the building inspector on a Uniform Construction Code appeal, met with State Representative Mark Mustio and KU Resources regarding the old Duquesne Light property, updated the township website, completed lien letter requests, completed the Liquid Fuel requirements for 2014, participated in an online live seminar on Litigation Landmines offered by Paychex, upgraded the recycling receptacle located at the Municipal building, completed telephone pole replacement requests, updated addresses with Allegheny County, updated the Township business checking accounts, handled the accounts payable and accounts receivable, payroll, handled residents' concerns and complaints, and all other day to day activities of the office .

SOLICITOR'S REPORT

Solicitor Start reported that their office successfully negotiated an amicable resolution regarding the Unfair Labor Practice that was filed. They also have successfully negotiated a tentative agreement concerning the Police contract that expired on December 31, 2013. The agreement has not been voted on by the Police Association or Township because it is in the final drafting stage. They also met with KU Resources and have discussed a plan to help restore the site of the former Philips Power Station. Finally they have continued to monitor Tax Appeals that have been filed and are pending regarding Township property.

ENGINEER'S REPORT

Ms. Crago reported for LSSE. MS4 follow-up will be completed by March 2014. Regarding the CD Year 39 project, the final walkthrough was held on January 24, 2014. A motion from the Board is needed to approve final payment in the amount of \$10,225.00 from the Char-West Council of Governments. No payments are to be made by the Township. This closes out the project. A 2014 road tour is scheduled at the end of February weather permitting.

PUBLIC SAFETY

Commissioner Miller reported that during the month of January there were 160 calls for service, 160 total complaints for the month, 6 calls to assist other police departments and 3 medical calls. They issued 27 warnings for traffic offenses, 7 non-traffic citations was issued, 27 traffic citations, and 0 parking citations/warnings were issued. Five persons were arrested for the month of January. The charges included: driving under suspension-habitual offender, possession of small amount of marijuana and paraphernalia, simple assault, resisting arrest, public intoxication, harassment and a bench warrant issued in Butler County. The total miles traveled were 1382 for car #105, 1040 for car #106, and 751 for car #107. The driver headlight and turn signal was replaced on car #107. Office Tice and Bielewicz completed training through the West Hills DUI Task Force and are now certified in Standard Field Sobriety Testing. On Friday January 31 Office Bielewicz participated in a DUI roving patrol in Crescent Township as part of the West Hills DUI Task Force. Six traffic stops were made for various offenses and warnings were issued. No DUI arrests were made.

Chief Zimmel reported that Crescent Township has teamed up with the Moon Township SWIFT Reach System. In an emergency, this system will allow us to contact all residents who sign up to be notified via telephone, text or email. The Township will not be charged for this service as long as we stay under a certain allotment. All the public telephone numbers have already been downloaded. In the near future there will be a link placed on the Crescent website where a resident can request to have personal contact information added to the SWIFT system ie: cell phone, unpublished number or email. The Chief noted that he, along with the Emergency Management team and the Fire Chief, will be trained to put a broadcast out if needed. Also Moon Township dispatch has the ability to issue a warning if the Crescent Police are tied up in a crisis. Chief Zimmel stated another emergency system was looked in to. The cost of the system was \$2500 /year.

Chief Zimmel proclaimed back in November 2013, Officer Bielewicz and Sargeant Kritihinitis were dispatched to a medical call where a woman was unresponsive. Upon arrival Officer Bielewicz immediately started CPR until the ambulance arrived. Chief Zimmel awarded her a Certificate of Recognition for her actions that evening.

PUBLIC WORKS

Ms. Crago reported for the Public Works department. For the month of January the Public Works completed snow removal and winter maintenance, painted the trim in the meeting room, replaced the 10 ton weight limit sign on Purdy Road, filled in pot holes with winter patch in Wireton, Crescent Blvd and Crescent Blvd. Ext, cleaned the hockey deck, emptied trash cans, took down the holiday flags on McGovern Blvd, installed a tailgate spreader on the 2005 F550, and installed a switch and spot lights on the rear of the new F550. Commissioner Keller reported January was a tough month for snow removal. He rode with one of the drivers. He gave them credit for handling the narrow streets throughout the Township along with the wintery conditions. Ms. Crago also reported that the Township does not have a shortage of salt. An additional 150 tons can still be ordered under the current price.

FINANCE

Commissioner Keller reported that 18% of the budgeted revenue has come in and we spent less than 8.5% of the 2014 budget. The Township looks in good shape so far this year.

PARKS AND RECREATION

Ms. Crago reported that the Recreation Board met on January 20. It was their reorganizational meeting. The board will not meet in February. The next meeting will be on March 17. The Easter egg hunt will be held on Saturday April 19 at 1 PM in Shouse Park.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Chief Scott reported that the total incidents in 2013 were 74:25 – structure, 1-vehicle, 11-water rescue, 21 – Rapid Intervention Team, 6- service calls, 2- CO alarms, 5-fire alarms, and 3- vehicle rescues. 24 incidents were in the Township and 50 were mutual aid. Total incidents in 2014 have been 10: 5- structure fires, 1- water rescue, 2- Rapid Intervention Team, 1-service calls and 1- fire alarm. 4 incidents were in the Township and 6 were mutual aid. He reported the in-house fire/rescue training is held every Monday evening from 1900-2200 hours. Six Firefighters were trained in wilderness search and rescue on February 1-2, thirteen firefighters were trained in Well Site Emergency response on February 10 and on February 15, firefighters will be attending the Region 13 exercise at Lake Somerset. Chief Scott explained that at the Rapid Intervention Team is similar to a police SWAT team.

VALLEY AMBULANCE AUHORITY

No report

EMERGENCY MANAGEMENT

Denny Lewis reported he had some correspondence with the Allegheny County Emergency Operations Center regarding what was going on in the Township. He will be working with the police and the fire department to reach out to residents and get more phone numbers for the SWIFT Reach program. Chief Zimmel noted there were flyers available for the residents explaining the program.

OLD BUSINESS

The one item under old business was the motion to amend the approval of advertising the 2014 Workshop meetings for February 19, May 21, August 20, and November 19 of 2014 at 6 PM at the Municipal Building. All departments are invited to attend. Commissioner Keller made a motion to amend the approval of the advertising of the 2014 workshop meetings and Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor.

NEW BUSINESS

The first item under new business was the motion to approve the payment of the 2014 Multi-Municipal Fire Chiefs Training Fund invoice in the amount of \$500.00 payable to the Char-West COG Fire Chiefs. Commissioner Keller made a motion to table this until further discussion and Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion.

The second item under new business was the discussion and motion to exonerate Debra Garuccio of the unpaid 2013 tax balance which has been turned over to Weiss, Burkhart, Kramer LLC in the amount of \$56,696.43. Commissioner Keller made a motion to exonerate Ms. Garuccio and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The next item on the agenda was the motion to approve the final payment from Char-West Council of Governments to Custom Door Systems, Inc. in the amount of \$10,225.00, for the ADA doorways (CD year 39 7.5). Commissioner Keller made a motion to approve the final payment of \$10,225.00 and Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion.

The last item on the agenda was to motion to approve the Memorandum of Understanding that would amicably resolve the Unfair Labor Practice complaint that was filed by Teamsters Local 205. Commissioner Miller indicted the memorandum indicates their contract would supersede some items in the Employee Handbook that distributed last fall. Commissioner Keller made a motion to approve the Memorandum of Understanding and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

PUBLIC COMMENTS

Karen Patton 576 Sautter Drive wanted to comment on the last item on the agenda, the Memorandum of Understanding. She was on the Board last year when the employee handbook was established. She stated the handbook was required by the insurance company and certain sections within this book did reference areas were the collective bargaining agreements did supersede the handbook.

COMMISSIONER COMMENTS

Commissioner Miller wanted to thank the Fire Department for inviting him to their banquet. He wanted to thank the Township employees for all they have done. He talked about the road crew and how hard they have been working due to being down an employee. He asked residents to be patient regarding snow removal.

Commissioner Keller commented he rode with a Public Works employee and has to commend them on some of the things they had to deal with while plowing. He stated an ad has been placed for an additional Public Works employee. Also, he asked the Chairman of the Board of Supervisors from Moon Township, Jim Vitale, to lead the Pledge of Allegiance for the March meeting. He noted he has reached out to other politicians and other areas we respect for future meetings. Commissioner Keller discussed the meeting with Mark Mustio and KU Resources regarding the vacant Philips Power plant. Senator Matt Smith has been invited to take a tour of Crescent Township and meet with KU Resources. He has involved the politicians since KU Resources needs about 3.5 million dollars to finish the property to complete the project to get it ready for development.

Commissioner Schukart stated he agreed with what Commissioner Miller remarked about the public works employees.

A motion to adjourn the meeting was made by Commissioner Miller and seconded by Commissioner Schukart. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 8:13 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Interim Secretary/Manager

