

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
May 8, 2014**

On May 8, 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 Fire Chief Kevin Scott to lead the salute to the flag

ROLL CALL

Those present: Commissioners: President Jerry Keller, Vice President Todd Miller,
Commissioners: Mark Schukart via teleconference, and Joe Sabol

Interim Secretary/Manager: Kellie Crago

Solicitor: Richard Start

APPRECIATION PRESENTATION

Commissioner Keller presented, on behalf of Mark Shukart, to the Township's Public Works employees, Jim Price and Shawn Collins recognition of your outstanding performance and commitment to the Township this past winter season.

Commissioner Keller announced Crescent Township was presented two certificates by the Char-West COG at the last meeting. The first certificate denoted perfect attendance for COG meetings in 2013. The second certificate was for Outstanding Attendance. This represented perfect attendance at Char-West COG Board of Directors Meetings for the past 30 years.

PUBLIC COMMENT ON AGENDA ITEMS

None

APPROVAL OF MINUTES

Commissioner Keller asked for a motion to approve the April 10, 2014 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Sabol. A voice vote was taken and found all Commissioners in favor of the motion.

TREASURER'S REPORT

The Treasurer's report dated April 30, 2014 was presented to the Board for their approval. A motion to accept the April 30, 2014 Treasurer's Report as received was made by Commissioner Miller and seconded by Commissioner Miller. A voice 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 \$0.00. Invoices due are \$10,422.02, estimated payroll of \$40,000.00, and the Highway Fund for street lights is \$3,791.42. The total estimated bills for April are \$54,213.44. A motion to pay the bills was made by Commissioner Sabol and seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

Ms. Crago reported for the month of April the office received the following correspondence: A letter from Allegheny County, meeting minutes from Moon Top Municipal Authority and Creswell Heights Joint Authority, a letter from Pennsylvania American Water, the Legislator Locator, MRM Trustnotes, and a thank you card from Helen Skvarj's family.

SECRETARY/MANAGER'S REPORT

Ms. Crago reported the Manager's office completed the following in the month of April: placed legal ads, updated garbage accounts, handled resident complaints, posted Zoning hearing notices, meet with a representative from the DCED, completed quarterly tax reports, meet with engineers regarding the McCutcheon hill, conducted interviews for the Public Works Foreman position, collected 2013 Ethics forms, send nuisance letters to residents, met with Amcom regarding a police copier, contacted Penn DOT regarding a downed tree, handled all the accounts payable, accounts receivable, payroll and all other day to day operations of the Township.

SOLICITOR'S REPORT

Solicitor Start reported their office reviewed Grant documents, environmental reports and related correspondence regarding the former Phillips Power Station property. They also have reviewed contract documents and engineer reports regarding the repairs performed on McCutcheon Way. They prepared and filed lien satisfaction documents for property located within the Township. They reviewed documents and drafted a Solicitor's opinion letter regarding the annual Township audit. They have reviewed and approved the proposed Sanitary Sewer Easement Agreement with the Moon Township Municipal Authority. Finally, the reviewed and approved the proposed Resolution to participate in the Community Development Block Grant.

ENGINEER'S REPORT

Ms. Crago reported for the Lennon, Smith and Souleret Engineering. Regarding MS4, year 2 sampling (20% of outfalls) to start in May/June 2014. The Annual report is due to the DEP on July 16, 2014. The 2014 road tour was held with the Township in February 26, 2014 to review the roads and storm system upgrades. As requested by the Street committee, LSSE transmitted preliminary opinion of probable cost for the road paving only. As discussed during the meeting, Public works would likely complete any storm sewer improvements. A final road list is recommended to be provided by the board at the May 2014 meeting for a June bid opening. This will provide the opportunity for the best bid numbers. LSSE can meet with Public works to review the storm sewer upgrades if requested by the Board. Finally, Boward Garvin Beitko Engineering, Inc. performed a site review of the water seepage on the McCutcheon Way and has provided the Township noting the source of the water is unknown and provided a recommendation for addressing the issue in their letter dated April 22, 2014.

Commissioner Keller asked for permission from the Commissioners to add something to the agenda. He noted Mrs. McCutcheon, wife of Bill McCutcheon who was a Commissioner and helped contribute to the 30 years of perfect attendance, passed away earlier this week. He thought it would be very respectful to the McCutcheon family to have a moment of silent to say a prayer for the family.

PUBLIC SAFETY

Commissioner Miller reported for the month of April there were 182 calls for service, total complaints were 185, assisted other police departments were 8, total medical calls were 4 and there were a total of 73 citations/warnings issued for the month. There were no persons arrested for April. Total miles traveled for the month was 3130. Car 105 had snow tires removed; right front strobe light, odometer cluster, front end bushing, and fuel sending unit replaced at Grady's. Car 106 has a flat tire repaired. Car 107 had snow tires removed by Public Works, oil and filter replaced at Grady's. All three cruisers had refurbished laptops and new 4G air cards installed by Response Computers. Sargent Krithinithis, Officers Page, Tice, Lopata and Hale attended mandatory updates at the police academy. Officers Lenhart, Lopata, and Scott attended a standard field sobriety training refresher course sponsored by the West Hills DUI task force. A Crescent resident sent a thank you card to Sargent Krithinithis' assistance during a flooding call due to a burst pipe at their residence.

PUBLIC WORKS

Ms. Crago reported for Public Works. In April the workers opened the park for the summer, cleaned the bathrooms and cut the grass, cut the grass at the beginning of the Hunstridge neighborhood, scrubbed the carpets in the meeting room and the offices, took off the winter tires on police cars 105 and 107, put on the seasonal tires, put new playground mulch at Riverview park, replaced bad lights in the ladies room at Shouse Park, put on new gender decals on the Shouse park bathrooms, removed tree stumps at Shouse and landscaped the dug up areas. They also installed door sweeps at the bottom of the restroom doors at the park, inspected and cleaned the parks throughout the month, attended to PA one calls, and cleaned the areas around the dumpsters.

FINANCE

Commissioner Keller reported that the Township is one-third (1/3) of the way through the year and we have received 56.84% of our total budgeted income and our departments have spent 25% of the budgeted expenses. He thanked the employees and managers for keeping the expenses low.

PARKS AND RECREATION

Commissioner Sabol reported for the Parks and Recreation. The Easter Egg Hunt was wonderful, 76 children came to hunt eggs, have refreshments and fun. It was nice to see so many families enjoying the park and the good weather. The Road Department did a wonderful job on Shouse Park. We had Police presence too, which was very nice with so many people and cars. The Easter Bunny was there to give the children candy and take pictures. The children really liked the bunny and helper. Many people made this event possible and the Recreation Board would like to thank everyone that helped. Commissioners Jerry Keller and Todd Miller were there to help set up and clean up. There will not be a meeting on May 19th.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Chief Kevin Scott reported for the Fire Department. Fire Department reported to six (6) incidents since last meeting. That brings the year to date total to twenty-five (25). On April 26 the Dive Team participated in scuba training with Allegheny County. On May 25 the department will assist with the

Veterans of Foreign Wars. They will be visiting different memorial sites starting at 1:15 PM. The public is encouraged to attend the service. On May 26 the department will be participating in the parade in Coraopolis. On May 31 the department will be holding a spaghetti dinner to help support a member that has cancer. The dinner will be from 3-7 PM.

VALLEY AMBULANCE AUTHORITY

Wendy Schulenburg reported that Congress will be delaying the Medicare cut that was going to impact ambulance services and physicians. This will be delayed until March of 2015. Allegheny Health Network is sponsoring a program called Life Squares. Valley Ambulance will partake in this pilot program. Your health information and medications will be applied a tiny square that can be placed on your cell phone or your telephone. Crews will be able to scan the square and will be able to tell everything about your medical history. Also, they received their MRM workers compensation refund totaling \$42,304 and a property liability premium refund \$10,000. The second subscription reminder was sent out to residents. EMS week is scheduled for May 18-24. They are having an open house on May 31. Their fiscal year starts on June 1 and they are working on a budget right now.

EMERGENCY MANAGEMENT

Denny Lewis noted that this time of the year there may be severe weather. If a tornado is present, do not try to take pictures of it with your phone but take shelter. If we lose power for an extended period of time with severe heat, the fire department will be open to serve as a cooling center. Commissioner Keller asked if the fire department was to open as a center, will the announcement go over SWIFT Reach. Mr. Lewis responded that it would and encouraged all residents to sign up not only their house phone but their cell phones also. He wanted to remind residents to stay clear of any power lines that may come down.

OLD BUSINESS

The only item under old business is the 2014 road program. The problem the Township has been faced with is storm water needs to be addressed on the roads that need to be repaired. The Board and Public Works have been discussing areas in the Township that need new catch basins before paving the roads. We are getting LSSE to shoot the grades on the roads that need to be paved. For Sautter we are looking into installing catch basins this year and paving it next year. Catch basins need to be installed before paving any of the roads, especially down in Wireton. Crescent Boulevard may need additional drainage and we are waiting to hear from LSSE if one needs to be added. Commissioner Miller stated we are trying to do it right this time around so the roads last longer. Unfortunately fewer roads will get paved, but the roads will last longer. He would like to have a chart established to show when all the roads will be up for paving. Commissioner Keller noted that one of the things we are looking into is tar and chip. This will be used to keep some of the roads from falling apart. There is minimal amount of money and a lot of roads that need to be paved. This option will not be this year. Public Works would be able to do the work in Wireton and it should take them about one (1) week. Commissioner Miller stated this is a cheap band aid to buy some additional life out of a road. Commissioner Sabol agreed and state Wireton needs attention. Commissioner Miller made a motion to table the 2014 road program and was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor. The motion was granted.

NEW BUSINESS

The first item under new business is the motion to accept the resignation of part-time police officer Sanja Smailbegovic. Commissioner Keller made a motion to accept the resignation and was seconded by

Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The second item under new business was to ratify the approval of the sixty (60) month lease for a new police copier. Commissioner Miller made a motion ratify the approval and was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The third item under new business was the motion to approve Resolution R-18-14, which if adopted would include Crescent Township in the Allegheny County Community Development Block Grant and HOME Program for three (3) years – 2015, 2016, and 2017. Commissioner Miller made a motion to approve the Resolution and was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The next item on the agenda is the motion to approve Resolution R-19-14, which if adopted would allow Crescent Township to request funds from the Redevelopment Authority of Allegheny County in the amount of \$500,000. This would be used to help remediate the old power plant property. Commissioner Keller noted it will take approximately under four (4) million dollars for complete renovation of the old power plant property. It could be made partially ready by taking the stack down and filling the two huge slag pits. He noted that a portion of the grant, \$30,000 or \$40,000, would be appropriated to Crescent Township for research on what types of activities could take place on the property. Commissioner Miller made a motion to approve the Resolution and Commissioner Sabol seconded the motion. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The fifth item under new business was the discussion on the repair on McCutcheon Way hill. Commissioner Keller stated the Township has received a recommendation on how to correct the water seepage at the tow of the hill and we are waiting for a bid from the original contractor, who completed the McCutcheon Way slide repair. Commissioner Keller noted he had a meeting with LSSE along with Solicitor Start and the Interim Secretary/Manager. He asked LSSE why the Township would be responsible for the repair of the seepage at the tow of the hill. He was told that the contractor completed the punch list of items to fix the slide and this was unforeseen. Public Works was asked to complete the repair, although it requires working on the bank and our equipment is not designed to sit on the bank. Since we do not have a quote from the contractor at this time we cannot make a decision. He stated there is a workshop meeting scheduled for May 21 at 6:00 PM and the public is welcome to attend. Hopefully at that time they will have a quote from the contractor.

The next item under new business is the motion to approve the Easement for Sewer Pipeline Right-of-Way – the Shouse Park sewer line extension from Moon Township Municipal Authority. Commissioner Miller made a motion to approve the Easement for Sewer Pipeline Right-of-Way and it was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The seventh item under new business was the motion to hire one part-time officer as recommended by the Civil Service Commission. The recommendation was Joseph Shutka. Commissioner Miller made a motion to hire Joseph Shutka and it was seconded by Commissioner Keller. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The last item under new business was the discussion and motion to hire a Public Works Foreman. Commissioner Schukart made a motion to hire Tim Palko and was seconded by Commissioner Miller. He conditions would be the same as described under the Public Works contract. A voice vote was taken and Commissioners Miller, Schukart and Keller voted yes and Commissioner Sabol voted no. Commissioner

Sabol wanted it to be known that he does not agree we need a supervisor in Public works. He feels the Township should hire another laborer. The motion passes with a majority vote.

PUBLIC COMMENTS

Charles Ligato, 1176 Marble Drive, he would like the Township to put a gate at the end of Marble Drive that connects to the Hopewell portion. This gate would be used for emergencies only. Commissioner Miller stated he believed Hopewell did not want the road to be open. Commissioner Keller asked the Denny Lewis to look in to this to see if this is an emergency management issue. In the meantime, he would speak with Hopewell and see if they could come up with some kind of agreement. Denny Lewis said he will try to have something by the next meeting. Mr. Ligato also wanted to comment on the roads. He suggested adding curbs or edge to the road so the water can run down the road to the basin.

Denny Lewis, 492 Crescent Blvd. Ext., wanted to remind residents that June 7 will be Clean up Crescent Day. They will be having a softball game between the police, fire department and the kids of the Township after the clean-up. The sidewalks along McGovern Boulevard will be attended to in memory of David Davie that passed away years ago while cleaning his yard along McGovern. Ms. Crago announced that the start time will be 10 AM where they will meet at the municipal building. After the clean-up, there will be a picnic at Shouse Park for all to attend. Commissioner Keller noted this is different than any other year because this will be held on the weekend and will be an additional expense on the Township but wanted to see how it will go.

COMMISSIONER COMMENTS

Commissioner Miller just wanted residents to know this is the time of the year when wildlife has babies. Please do not touch any of the babies because nature knows what it is doing and they will be back to take care of the baby. Commissioner Keller noted that if you see a mother that was hit and a young baby near to contact the police department.

Commissioner Keller wanted to thank everyone for coming out and having community involvement. He noted it looks like a good financial year for the Township.

A motion to adjourn the meeting was made by Commissioner Miller and seconded by Commissioner Sabol. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 8:43 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Interim Secretary/Manager