

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
August 14, 2014**

On August 14, 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.

ROLL CALL

Those present: Commissioners: President Jerry Keller, Vice President Todd Miller, Joe Sabol and James Meredith

Secretary/Manager: Kellie Crago

Solicitor: Richard Start

Commissioner Keller announced the Board was in executive session from 6:30PM – 7:20PM

PUBLIC COMMENT ON AGENDA ITEMS

Denny Lewis asked if Trick-or-Treating coincides with Moon Township's. Ms. Crago indicated it did coincide.

APPRECIATION PRESENTATION

Commissioner Sabol presented an Outstanding Community Service plaque to Denny Lewis for his dedication to the Township over the last 42 years.

Commissioner Keller announced that Commissioner Meredith would be appointed to overlook the Public Works department.

APPROVAL OF MINUTES

Commissioner Keller asked for a motion to approve the July 10, 2014 business meeting minutes. Commissioner Sabol made a motion 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 July 31, 2014 was presented to the Board for their approval. A motion to accept the July 31, 2014 Treasurer's Report as received was made by Commissioner Miller and seconded by Commissioner Sabol. 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 \$4,843.69. Invoices due are \$28,905.49, estimated payroll of \$40,000.00, and the Highway Fund for

street lights is \$3,515.52. The total estimated bills for August are \$77,264.70. A motion to pay the bills was made by Commissioner Meredith and seconded by Commissioner Miller. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

Ms. Crago reported that the office received the following correspondence for the month of July: a thank you note from Mrs. Emil Pifer and family, a letter from Allegheny County Health Department, a letter from HIBU, the Legislator Locator, a notice from Verizon, an invitation from the Allegheny County & Western PA Association of Township Commissioners, a 811 notice, a Duquesne Light seminar notice, the MRM newsletter, the PLGIT Investment Quarterly, and the MRM Trustnotes.

SECRETARY/MANAGER'S REPORT

Ms. Crago reported for the month of July the Manager's office completed the following: was in contact with the Teamsters regarding the Public works contract, attended the bid opening for the 2014 Road program, obtained insurance renewal rates for employee health benefits, attended a meeting regarding McCutcheon Way, reviewed the proposed road salt agreement from Cargill, contacted Accountemps regarding filling the Assistant Secretary's position, submitted the Duquesne Light application to convert 20 street lights, attended a meeting regarding the public works foreman position, advertised for garbage contract bids, advertised for the change of date for the August Parks Board meeting, handled delinquent tax correspondence, updated the township website, payroll files, handled all the accounts payable and receivable, along with resident's concerns and other day to day operations of the township. She also reminded residents the third workshop meeting for 2014 is scheduled for next Wednesday August 20 at 6PM. All residents are welcome to attend. Lastly, the Manager's office is requesting all department heads have a 2015 preliminary budget submitted by September 10.

SOLICITOR'S REPORT

Solicitor Start started off apologizing for leaving right after his report and also for missing the opportunity to listen to Congressman Murphy speak. He noted his office for the month of July has reviewed and approved the agreement for the Road Salt with Cargill. Regarding McCutcheon Way, his office constructed a letter to Swank Construction Company and Mountain Top Excavation, LLC advising those companies that they must make appropriate repairs to the project area. It is his intention to avoid litigation but if they do not cooperate we shall call the performance and maintenance bonds and get the work done at their expense. They also reviewed a potential ethics act violation and have ruled that no violation would occur. Regarding the road project, they have reviewed and executed documents relevant to the project. His office has reviewed various documents pertaining to the Public Works department and tax appeals.

ENGINEER'S REPORT

Ms. Crago read the engineering report. The MS4 year 2 sampling has been completed. Follow-up on positive findings has started. The progress report was transmitted to DEP on July 16, 2014. Adopted ordinances were attached. Additionally the ordinance and a few minor revisions to the existing ordinances will be required over the next few months. The Township awarded the base bid of \$105,692.50 to El Grande Industries, Inc. A pre-construction meeting was held on August 13. Lastly, the township has notified Swank Construction to address the issue on McCutcheon Way. Swank's geotechnical engineer and the township's geotechnical engineer were to meet and discuss the issues and get back to Garvin Boward Beitko Engineering.

PUBLIC SAFETY

Commissioner Miller reported that during the month of July there were 132 calls for service, 5 assists to other departments, 4 medical calls and 19 total citations/warnings that were issued. There were 2 individuals arrested for the month. The charges included: possession of small amount of marijuana, possession of drug paraphernalia, and disorderly conduct. The police cars traveled a total of 3,436 miles. The following repairs were made: Car #105 –windshield wipers and Car #107's front headlight was replaced. On July 19, Officer Lopata participated in a DUI checkpoint in Bellevue Borough as part of the West Hills DUI Task Force. Officer Lenhart attended a three day interview/interrogation class at the county police academy. On July 11, the PA State Police commercial vehicle inspection team conducted operations on McGovern Blvd. There were 12 written warnings, 3 trucks placed out of service and 3 citations issues. A pet microchip scanner was received by the police department as no cost, from a partnership between the Allegheny County District Attorney's office, the Allegheny county Treasurer, and Animal Friends. Commissioner Keller also wanted to thank Captain Longerman and Officer Zurynski who took part of the drug round-up around Allegheny County the past week.

PUBLIC WORKS

Commissioner Meredith reported during the month of July the workers replaced floor tile and one of the fixtures in the men's room at the police station, removed leaves and debris from the tunnel on Main Street, trimmed hedges around the municipal building, the hillside at Shouse Park was cut and overgrowth behind the fence was removed. Also, on Hart Drive a number of low hanging branches were removed and the right of way was cleared. Lines were painted on McGovern Blvd. for the police department which will support their efforts to control speed through that area. The parking lots at the municipal building and the hockey deck were resurfaced with stone chips, plus quotes were received for the installation of a playground structure. The 10 ton truck had the following work done in house; brakes were adjusted, driveline, slack adjusters, s cam bushings and all the steer components were lubricated. The workers also repaired the hand crank for the concession door at the Huwar pavilion, cleaned the recycling area and dumpster after they were serviced, installed a 135 foot of storm water drain pipe on Division St, cleaned the parks throughout the month, responded to a number of PA One Calls and cut nuisance properties.

FINANCE

Commissioner Keller reported that the township is at about 58% through the year. We have collected 83% of the projected revenue and spent 58% of the budgeted expenses. Each department is on track and to keep up the good work.

PARKS AND RECREATION

Commissioner Sabol reported that the next Recreation Board meeting will be held on Monday August 25, at 7PM. The date of the meeting changed due to the 18th being the first day of school. They will discuss the Halloween party and parade that is scheduled for October 25 at 1 PM.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Chief Scott reported the department responded to 13 incidents for the month of July. They also participated in the annual PA State Police Camp Cadet and Allegheny Swift Water Flood Response meeting. On August 9 the department attended the Region 13 water rescue drill. The department is also attending the first annual Fire Department COG meeting this Saturday. On June 24 the Township experienced a significant weather event. There were 23 separate incidents the department responded to that evening. He wanted to thank the police, public works and commissioners for coming together that

evening. He urges residents to listen to the recommendations either to seek shelter or evacuate because there can be hazards that could put one in harm's way. Commissioner Keller noted that individuals can help out in all different capacities within the fire department and if they are interested to contact the Chief for further information.

VALLEY AMBULANCE

Debbie Lewis noted she did not have a report due to her July vacation. She wanted to take the opportunity to note the wonderful leadership and service Valley Ambulance has provided to the area. The next meeting is scheduled for August 21, 2014.

EMERGENCY MANAGEMENT

Leo Laffey reported for emergency management. There were no incidents to report. Deputy Denny Lewis wanted to follow-up on Chief Scott's comments about the June 24 weather situation. Chief Scott did a wonderful job on organizing and prioritizing everything. He also wanted to thank Don Neely, the dispatcher from Moon Township, for his involvement. Everything was handled within the township and no assistance was needed from Allegheny County. Commissioner Keller urged residents to listen to the emergency coordinators if asked to stay indoors.

OLD BUSINESS

The only item under old business was the discussion on the 2015 garbage contract. Ms. Crago read the bids that were received by Waste Management and Valley Waste were opened on August 12, 2014. Commissioner Miller asked if Moon Township still offered recycling days and why Valley Waste's one year bid was high. Ms. Crago indicated they did offer the recycling program this year. It was explained to him that Valley Waste was looking for a multi-year contract not a one year. Commissioners Miller and Meredith expressed how pleased they have been with the service Valley Waste has provided this year. Commissioner Miller made a motion to go with Bid Alternate #2 from Valley Waste, a 3 year contract. Commissioner Sabol seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

NEW BUSINESS

The first item under new business was the appointment of Park Board members. Commissioner Sabol made a motion to appoint the following residents:

Debbie Helterbran -	term ending 2018
Dawn Moser -	term ending 2017
Stefanija Collins -	term ending 2016

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

The second item was the motion to approve the 2014/2015 Salt contract with Cargill, Inc. Commissioner Keller noted the price of salt did go up from last year from \$57.52 to \$79.29 per ton, although Cargill, Inc. was still the lowest bidder. He made a motion to approve the 2014/2015 Salt contract 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 was the discussion and motion to hire a Public Works foreman. Commissioner Meredith noted he recently re-interviewed an individual for the position and is pleased with his qualifications and what he can bring to the Township. He made a motion to hire Brain Cain as

the public works foreman 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 fourth item on the agenda was the discussion on the health/vision renewal premiums. Commissioner Keller asked Ms. Crago for the information she had gathered regarding the insurance rates. Ms. Crago noted the premium of the current medical plan increased 15%. She also noted the current plan is not ACA compliant. She did receive rates for non-ACA and ACA compliant plans from UPMC and MEIT. The ACA compliant rates were an increase of over 60% of the current rate. Commissioner Keller noted the township employees have not had to contribute into their healthcare but this may change due to the increase in premiums forecasted in the next year or two. Commissioner Sabol made a motion to renew the current PPO package through UPMC for another year. Commissioner Meredith seconded the motion. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The fifth item on the agenda was the discussion and motion to approve renting crack sealing equipment and supplies from Air-Vac Equipment at an approximate cost of \$5600. Commissioner Meredith made a motion to approve the renting of the equipment and purchase of supplies from Air-Vac equipment and was seconded by Commissioner Miller. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The next item under new business was the motion to employ a temporary Assistant Secretary. Commissioner Keller stated there were six resumes that were received for this position and two were interviewed. One individual had municipal experience and had worked for the Township in the past. Commissioner Keller made a motion to hire Patty Christian from Accountemps. Commissioner Miller seconded the motion. Commissioner Meredith noted she has worked with her in the past and would have no reservations of working with her again. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

The seventh item on the agenda was the discussion on joining the Pittsburgh Airport Area Chamber of Commerce. Commissioner Sabol commented that they are a great organization and would be great for networking. Commissioner Miller agreed with Commissioner Sabol. Commissioner Keller noted they would agree to a 15 month enrollment instead of a 12 month at the same price. Commissioner Keller made a motion to join the Pittsburgh Airport Area Chamber of Commerce 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 last item under new business was the motion to set the date for Crescent Township Trick or Treat for Thursday October 30, 2014 from 6:30-8 PM. Commissioner Miller made a motion to set Trick or Treat for October 30, 2014 from 6:30-8 PM and was seconded by Commissioner Meredith. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

PUBLIC COMMENTS

None

COMMISSIONER COMMENTS

Commissioner Miller wanted to welcome Commissioner Meredith back to the Board and feels he will be an asset to the community. He also wanted to thank Denny Lewis for the time he has put in to the community. He wants to thank the police and fire department for all the work they do and should be thanked more often. He welcomed Patty Christian back. Lastly, he thanked the new park board members for volunteering to help the community.

Commissioner Sabol wanted to say that a lot of items were accomplished this evening and thanked Ms. Crago for gathering the information.

Commissioner Meredith commented it was nice to be back and he also felt the Board accomplished a lot this evening. He is looking forward to a full crew in the public work department and working with Patty again. His felt the only bad thing about the meeting was the price of salt and how it increased \$22 from the last contract. He was going to try and get up to speed with all the departments as soon as he could and try to do the best job that he could.

Commissioner Miller wanted to thank Commissioner Keller for all the work that he has done and the time he has dedicated to this township. Commissioner Keller felt the township was moving in a positive direction.

A motion to adjourn the meeting was made by Commissioner Sabol and seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 8:35 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Secretary/Manager