

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
September 11, 2014**

On September 11, 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 James Meredith and Bill Cook

Secretary/Manager: Kellie Crago

Solicitor representative: Wayne Deluca

Commissioner Keller began the meeting by taking some time to speak about the tragic events of 9-11 and how we will “never forget” that day. He asked for a moment of silence to commemorate those who lost their lives on September 11, 2001.

PUBLIC COMMENT ON AGENDA ITEMS

None

APPROVAL OF MINUTES

Commissioner Keller asked for a motion to approve the August 14, 2014 business meeting minutes. Commissioner Sabol made a motion and was seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor except Commissioner Cook. He abstained from the vote since he was not at the meeting. The motion carried.

Commissioner Keller asked for a motion to approve the August 20, 2014 workshop minutes. Commissioner Meredith made a motion and was seconded by Commissioner Miller. A voice vote was taken and found all commissioners in favor of the motion. The motion carried.

TREASURER’S REPORT

The Treasurer’s report dated August 31, 2014 was presented to the Board for their approval. A motion to accept the August 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 \$12,195.30. Invoices due are \$26,562.02, estimated payroll of \$38,000.00, and the Highway Fund for street lights is \$3,532.22. The total estimated bills for September are \$68,094.24. A motion to pay

the bills was made by Commissioner Cook and seconded by Commissioner Meredith. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

The office received the following correspondence for August: a letter from the Moon Area School District, letter from FEMA regarding the acceptance of the Floodplain ordinance, MRM Trustnotes, notice from Verizon, Moon Township Municipal Authority meeting minutes, letter from the Commonwealth of Pennsylvania regarding the 2014 Distress determination of the township pension funds, a letter from the DCED regarding the final payment on the Capital loan project for the police department addition, CoSTARS Connection, the Allegheny League of Municipalities newsletter and a letter from Teamster Local Union 205 regarding the Public Works contract and a thank you note from Karen Parker regarding Clean-up Crescent Day.

SECRETARY/MANAGER'S REPORT

For the month of August the office completed the following: held interviews for the Assistant Secretary position, attended a municipal budget class, supplied information to the DCED regarding the township's financial analysis, handled a worker's compensation injury claim, attended the Moon Area School District's convocation, attended a PA Association of Municipal Managers meeting, fulfilled a right to know request, updated information on the township website, worked with the building inspector regarding nuisance properties, worked with Allegheny County and the deputy Emergency Manager regarding the 911 numbering system within the township, attended a meeting with the engineer regarding the National Flood Insurance Program and a pre-construction meeting regarding the 2014 road program, started the 2015 budget process, handled some delinquent garbage accounts, completed lien letters, handled the accounts payable/receivable, payroll and any resident concerns.

SOLICITOR'S REPORT

Wayne Deluca reported for the Solicitor's office. The office reviewed the garbage contract and provided his opinion to the Township. He also reviewed the Township Ordinance regarding reimbursement of a Worker's compensation claim for a full time employee and provided counsel to the Township on this matter. A notice of Bankruptcy has been reviewed and a claim will be filed on the township's behalf. There was a personnel matter that was looked into and will not be discussed. Finally, regarding the McCutcheon Way slide repair, Solicitor Start requested he handle this matter directly and will do so once he returns to work.

ENGINEER'S REPORT

Ms. Crago read the engineer report. A pre-construction meeting was held on August 13, 2014 for the 2014 road program. The Contractor indicated they would be starting work around the first week in October to accommodate the sanitary authority's last minute request to upgrade the lines on the roads. Regarding the McCutcheon Way slide, the solicitor has sent a letter to Swank Construction notifying them of the issues and requesting remediation of the situation.

PUBLIC SAFETY

Commissioner Miller reported that during the month of August there were a total of 165 complaints for the month, 10 warnings issued for traffic offenses, 30 traffic citations issued and a total of 40 citations/warnings issued for the month. There were 6 arrests made for August. The charges included: obstructing administration of law, disorderly conduct, obstructing a highway, indirect criminal contempt,

failure to comply with registration of sex offender requirements, unsworn falsification, impersonation of a public servant, DUI, possession of a controlled substance and careless driving. The police cruisers traveled a total of 3262 miles. On Car 105, the front left tire was repaired by the public works department. On August 9, from 10PM-3AM, Officer Scott participated in a DUI checkpoint located in Robinson Township, as part of the West Hills DUI Task force. On August 30, from 10 PM-3AM, the Crescent Township police department hosted a DUI checkpoint on McGovern Blvd, as part of the West Hills DUI Task force. Project director, Sargeant Ogden, released the following information: 204 cars passed through the checkpoint, 6 drivers were detained for suspicion of DUI, and 8 people were cited for various traffic offenses. Criminal charges for the 6 drivers suspected of DUI have not been filed yet pending crime lab results. This information will in September's report.

On August 1, the PA State Police commercial vehicle inspection team conducted operations on McGovern Blvd. The results were 17 truck inspections, 13 written warnings, 2 truck placed out of service and 3 citations. On August 7, the Crescent Police department conducted a speed enforcement detail on Laurelridge Dr., Brodhead Rd, and McGovern Blvd. Eleven citations and three warnings were issued. On Monday August 11, two officers from Crescent Police, at the request of Coraopolis Police Chief DeRusso and the Allegheny county Police, assisted with the arrests and processing of approximately 80 individuals suspected of selling narcotics. Also assisting were other police departments in the Char-West COG.

PUBLIC WORKS

Commissioner Meredith reported for Public Works. For the month of September the department completed the following items. The workers installed 60 feet of storm drain pipe on Division Street, cleaned the french drain along Crescent Blvd and installed a new catch basin, frame and grate, removed low hanging branches along Prospect and Walnut St, repaired the road berm on Reynard and Crest Street with asphalt, cut the right of way on Riverview and McCutcheon Way, spread rip-rap stone at the storm water out fall pipe at Division St and placed lime stone along the berm of Anderson St for support. The workers also installed a limestone base in the ditching along Brodhead Rd near Hart Dr., graded Mathers Rd and spread stone, serviced the 2013 F-550 by changing the oil and replaced the oil and fuel filters, assisted in cleaning and organizing front offices, ordered crack sealing machine and tar for October, weed wacked the fence line at the hockey deck and applied weed control, weed wacked the hillside at Shouse Park entrance and behind the fence along the park road, and trimmed the hedges and shrubbery at the monument. Lastly the workers provided traffic control for the Moon Township road department while they painted our crosswalks, removed debris from the catch basins before and after recent rain storms, provided grass cutting services on nuisances properties, handled PA One Calls as needed and cleaned and maintained the parks. Commissioner Meredith added that some repair work was done on vehicle #5 F-550 at Grady's; the front and back brake rotors, the back backing plates, calipers and pads were replaced. He also welcomed the township's new foreman, Brian Cain. He feels he will be a great addition and looks forward working with him in the future.

FINANCE

Commissioner Keller reported that the township is about two-thirds through the tax year. Approximately 89% of the anticipated revenue has come in and the departments have spent about 65% of the budgeted expenses. He is confident the departments will keep the expenses in line for the remaining portion of the year.

PARKS AND RECREATION

Commissioner Sabol reported that the Parks board had their first meeting on September 9. Election of the officers was discussed and would be voted on at the October meeting. Shawn Collins was approved to be

an additional Parks board member and this recommendation has been submitted to the Board of Commissioners for a vote. The board will search to fill the remaining fifth spot. The board discussed possible fundraisers. The final dates have not been decided. One fundraiser is being considered for early next summer. The possibility of hosting an event this year will be further discussed but is remote. The board will be working with building relations with local businesses in order to promote stronger ties to the community. The playground equipment that was purchased last year was discussed. The board will be touring the township parks and discussing different locations to place the new equipment. The increased use of Shouse Park was discussed. Currently it is being used by a soccer club and the possibility of Moon baseball using it in the spring. The next meeting will be held at 7:30 PM on October 14, 2014.

Commissioner Sabol also noted the Recreation Board met on August 25th to prepare for the Halloween Event. They will meet again September 15th at 7:30 PM in the Multi-Purpose Room to work on the event again. The Halloween Event is October 25th at 1 PM.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

None

VALLEY AMBULANCE AUHORITY

None

EMERGENCY MANAGEMENT

None

OLD BUSINESS

None

NEW BUSINESS

The first item under new business is the discussion on purchasing a Tiger mower for the public works department. Commissioner Meredith discussed what a Tiger mower was and how it would benefit the public works department. He noted that time was the greatest benefit if one was purchased. It would allow the workers reach areas that are difficult and to avoid dangerous situations. He proceeded to say he believes the township has found a unit which is in good working condition and at a fair price. He feels that it will be very cost effective to purchase this Tiger mower. Commissioner Meredith made a motion to purchase the 1992 Tiger mower from Walsh equipment for the amount of \$11,500. Commissioner Miller seconded the motion. Commissioner Cook was concerned about the age of the machine and suggested to purchase a newer or brand new machine and finance it over time. He was also concerned about the cost to repair this piece of equipment and the crack that is on the boom. He would like to see something with longevity. Commissioner Sabol agreed with Commissioner Cook in that the township should purchase a new machine with a warranty. Commissioner Meredith indicted a new one would run about \$90,000 and he would rather spend funds on a new backhoe. He and Commissioner Miller noted that the public works employees ran the mower and assured him it was in working condition. It was noted that there were no other Tiger mowers available at the current time within the tri-state region. Commissioner Meredith read sale prices on mowers that were previously sold from different government auction sites and vendors around the region. Discussion was on what repairs could be completed in house and what would be completed at a dealer. A roll call vote was taken and found Commissioner Cook

not in favor of the motion and Commissioners Meredith, Sabol, Miller and Keller in favor of the motion. The motion was granted.

The second item under new business was the discussion and motion to approve the Minimum Municipal Obligation (MMO) for the Crescent Township Police and Non-Uniform pension plan for year 2015. There was discussion on the contribution portion for both the employees and the township. Commissioner Cook made a motion to approve the 2015 MMO and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The next item was the discussion on the CDBG Year 41 pre-application. Commissioner Keller discussed there were a number of ideas for the grant, although none of them qualified. Ms. Crago noted the different projects that were funded by this grant in past years and that they were all ADA improvements. She noted there were a couple other ADA projects for the park that pertained to sidewalks from the pavilions to the bathrooms or ADA compliant picnic benches. Commissioner Keller also noted a possible project to install a sidewalk up to the lookout area. Commissioner Miller would like to see sidewalks to each of the pavilions. There was discussion on by waiving this years' CDBG grant and giving it to another township and in return receive their portion next year. Commissioner Cook made a motion to table the CDBG Year 41 pre-application and this was seconded by Commissioner Meredith. 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 discussion on the 2015 road program. Commissioner Meredith noted he plans on doing a final review of the township roads within the next couple of weeks. He will be looking at Reynard, Cambon and other roads that are in need of repair. There was discussion on the infrastructure of the two roads mentioned and the engineer contingency fees. Commissioner Meredith is hoping \$140,000 could be in the road budget for 2015. There was also discussion on possibly tarring and chipping certain roads that were not highly traveled. Commissioner Cook stated the engineer recommended not to tar and chip roads in areas where kids rode their bikes because there could be a liability issue.

The fifth item on the agenda was the appointment of Shawn Collins to the Park Board term ending December 31, 2015. Commissioner Cook made a motion to appoint Mr. Collins to the Park Board and was seconded by Commissioner Meredith. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The last item on the agenda was the discussion on purchasing two (2) Tasers for the Police Department in the amount of \$1995.07. Commissioner Miller stated the cost included the Tasers along with the holsters and battery packs. He also noted there was money left in the budget for this capital purchase. Commissioner Miller made a motion to purchase the two Tasers and was seconded by Commissioner Cook. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

PUBLIC COMMENTS

Judy Cook 1409 Riverview Rd asked if the playground equipment that was purchased last year was going to be installed. She was concerned because it was lying all over the ground and she would like to see it covered up. Mrs. Cook noted that the parks board left approximately \$8,000 in the account and that this was to be used to install the equipment. Ms. Crago stated prices were obtained from vendors to install the playground equipment and to prep the area. These quotes will be given to the new established Parks Board. Commissioner Cook stated that since the township just spent \$11,000 on a mower, the township should spent money to install the park equipment. Commissioner Keller noted that it was reported in the

Parks Board report that they are planning on going around to review all the parks and to determine the location of where the new equipment would be installed at Shouse Park. Commissioner Meredith assured everyone that if public works would be installing it, it would not be this year due to the prep for the winter months. Mrs. Cook also wanted to know what weed killer was used on Riverview Rd. She wants to know if it is safe for the creek and wanted the name of the weed killer. Commissioner Meredith reassured her that the weed killer was safe. He also remarked about the prepping of the ground. Even though this has been discussed since April, the department was working with only a two man crew. The department is fully staffed yet is now working with time constraints with prepping the equipment for the winter. Mrs. Cook asked if a tarp can be purchased to cover the equipment.

Karen Patton 576 Sautter Drive discussed how she was on the Parks Board and gathered information on how to install the playgrounds and organized volunteers to help install the equipment.

COMMISSIONER COMMENTS

Commissioner Keller reminded residents that if there are any concerns or questions to contact the municipal office anytime during the month. A resident does not have to wait until meeting night to bring up a concern. He also asked everyone to say a prayer for all of those that lost their lives on 9-11.

A motion to adjourn the meeting was made by Commissioner Miller and seconded by Commissioner Cook. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 8:36 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Secretary/Manager