

**Township of Crescent  
Board of Commissioners  
Workshop Meeting  
February 18, 2015**

On February 18, 2015 the workshop meeting of the Crescent Township Board of Commissioners was called to order at 6:00 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

Chief of Police: Martin Zimmer

**PUBLIC COMMENT ON AGENDA ITEMS:** None

**COMMITTEE REPORTS**

**PUBLIC WORKS**

Commissioner Meredith wanted to discuss with the board their opinions on how long the workers should be driving before taking a break. He indicated this was a safety concern and wanted input from the board. Commissioner Miller suggested that a guideline be established during a major storm and maybe use a 12 hour mark and then start rotating shifts among the workers. He also suggested that during the evenings that just the hills, intersections and main arteries be maintained and leave the flat areas until morning. Commissioner Keller and Sabol agreed upon the 12 hour check point while rotating every four hours if needed. There was discussion on working with a 2 vs 3 person crew. The board members were in agreement to rotate shifts and leave it up to the Foreman to make the decision unless further action is needed. Next he informed the Board, applications have been received regarding the laborer position. Interviews will be set up next week. Also, He wanted the board to be aware that a new snow plow is needed for the F550 2005. A price for a new one mounted with hydraulics is around \$5400. He would like to purchase this around October. He also wanted to know if we could get rid of the yellow truck that is out of commission. Commissioner Meredith wanted to discuss future needs of the department. He would like to see a one (1) bay shed to house the backhoe with some type of heater. Also, he would be interested in purchasing a larger salt shed. It could be used to store the plows in the warmer months. Lastly when it comes time to purchase a new pickup truck to purchase a larger size and put a blade on it to help clear the smaller roads and cul de sacs.

**PUBLIC SAFETY**

Chief Zimmer reported for Public Safety. He is requesting the codified ordinances, specifically Chapter 154 Police Department 154.13 Police Policy rules and regulations Section C and Section E be updated to include full time officers. He is also establishing a policy/procedure manual for the department. He spoke with the union about the manual and they are alright with a manual as long as there are no changes in the working conditions for the officers. He is establishing a job description for the rank of Captain.

There was further discussion on establishing a job description of the rank of Sergeant also. Regarding capital purchases for 2015 he would like to obtain an AED for Car#105 and replace Car # 107 since it has approximately 104,000. He informed the Board Car # 106 has 101,800 and will need to be replaced in the near future. He is postponing the purchase of any police body cameras due the cost high cost of data storage that accompanies the purchase.

## **OFFICE**

Ms. Crago suggested the Township update the Comprehensive Plan. The current one is from 1971. There was discussion on the pricing for a plan and the reason for why an updated plan is needed. Commissioner Miller wanted to relay information that was given to him at the COG meeting. Companies have been requesting information regarding police officers through the Right-To-Know law. Be advised the only information that is required is their name, date of hire and their salary. Ms. Crago also spoke about the exonerations that were tabled at last week's board meeting. She informed the board the office is looking into all the accounts and establishing a list for review at the March meeting. There was discussion on if certain properties should go to sheriff sale in order to flip the land and maybe see some development and tax dollars can start coming in. Lastly she informed the board that Kennedy Township was looking to purchase salt from neighboring townships due to their lack of supply. The board then discussed that it was interested in pursuing this at this time.

## **DISCUSSION ITEMS**

The first item for discussion was the appointing of another Zoning Hearing member. There was discussion on why a commissioner cannot hold a seat on this board. Commissioners were asked to recommend a new member at the March meeting so the vacancy can be filled.

The next item was the discussion on the lawn service contract for 2015. The Foreman will be obtaining bids to be presented to the board at the March meeting.

The third topic was in regards to vacant property verification and being released from the current garbage bill. Ms. Crago discussed how a resident is released from the yearly garbage bill. There have been residents requesting this relief because their vacant house has been on the market for a number of months. The Board discussed the different scenarios of vacant houses within the township and when you take a resident off, it will increase the cost for paying residents. There was a suggestion of relieving a property only after it was vacant for no less one year.

The fourth topic were street opening permits. The board discussed how utility companies, besides Creswell Heights Water Authority, are not filling out the necessary paperwork whenever a street is being opened. They felt this is important and needs to be followed up on. They asked for the office to revise the current ordinance to remove for-profit entities from being exempt from paying fees. Municipal companies will be exempt from the fees but are still required to complete the paperwork whenever a street or right of way is opened.

The next item for discussion was Spring Run Road maintenance during the winter months. A resident had complained about its maintenance over the past month and would like the township to take over the maintenance if possible. It was noted that Moon Township currently handles the winter maintenance. There was discussion on how there is no evidence showing the road condition is causing a public safety concern. It was suggested residents should direct their complaints regarding the road directly to the Allegheny County or Moon Township.

The last item under discussion was regarding the Riverview Road slide area. Ms. Crago spoke about the letter that was received from the township engineer and their observation of the road and hill area. It was suggested a geotechnical engineer be contacted to give their professional opinion on the area and if action needs to be taken. The engineer also suggested keeping vehicular traffic off that portion of the road at the present time. There was further discussion among the commissioners regarding the letter and pictures that were received by the engineer. Commissioner Sabol made a motion to contact a geotechnical engineer, Joe Boward, and contact CSX regarding the situation. The motion was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners were in favor of the motion.

Commissioner Sabol made a motion to adjourn the meeting and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The meeting was adjourned at 7:40pm.

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Secretary / Manager