

Township of Crescent
Board of Commissioners
Workshop Meeting
September 4, 2012

On September 4, 2012 the Workshop Meeting of the Crescent Township Board of Commissioners was called to order at 8:30 a.m. in the Crescent Township Municipal Building, 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

ROLL CALL

Those Present: Commissioners: President William Cook, Vice President Karen Patton, Commissioner Jerry Keller and Diane Cvengros

Secretary/Manager: Patience Eckhardt

ROUND TABLE DISCUSSION

PUBLIC SAFETY

Interim Chief Zimmel made everyone aware that car #105 had been wrecked over the weekend and is currently out of commission. He provided some information on the accident and informed the Board that it appears as though the car is going to be totaled and being that we had purchased the Crown Victoria in the last year of production, we will most likely not be able to find another one, so all of our equipment will have to be upgraded as well as it will not be transferrable to another type of vehicle. It was indicated that Interim Chief Zimmel and Secretary/Manager Eckhardt would immediately work with the insurance company in an effort to have the situation taken care of as fast as possible. Being that our fleet is so small, having one vehicle out of commission could be disastrous. There was some more discussion on what we hoped could be salvaged and some estimates on outfitting another vehicle and what companies we should contact in order to find a replacement vehicle in a timely fashion. The board authorized the Interim Chief Zimmel and the office to start the process of finding a new vehicle for Car #105's replacement.

Interim Chief Zimmel also let the Board know that due to some resignations, civil service has begun the process of interviewing the candidates that applied from the last advertisement to hopefully increase our police department staff appropriately. It was commented that he had contacted the entire list, to ensure that those that had applied were still interested in obtaining employment here prior to starting the interviews.

FINANCE

Commissioner Patton reported that currently as of last Thursday, which was the last time we had paid bills, our General Fund currently has \$209,848 in the account so we are sitting a little better than we were last year. She reported that we still maintain the \$100,000 in our Taxpayer's account. We still have several months' left in the year so we still need to watch our spending. She reported that everyone's budget is running a little bit less compared to last year, except for the department of the Office. There were some questions as to where every department was and how they were tracking to end the year. Commissioner Cook explained some of the different reports that we run and how it allows us to see how we are trending compared to previous years. Commissioner Patton reported that we are doing exceptionally well considering how much fat we cut out of the budget. She also wanted to reference that when we look at everything as a whole, she feels that it is necessary to look into the health benefits that are offered to the employees, to see if the Township can find any savings. It was asked that the office begin looking into comparable coverage through other providers, to see if we could benefit from switching. There was some more discussion as to what company the Office should contact. It was also referenced about our worker's compensation coverage and how the premium is based on the wages. Commissioner Cook indicated that as our wages have increased, so have the premiums and we need to ensure that we are budgeting appropriately. It was also discussed that the Office contact our delinquent tax collector and see if we can become more proactive with collecting on some of our delinquent properties. It was referenced that the Township needs to make every effort to increase our tax revenue in order to maintain. The Township needs to get some of the delinquent properties back on the tax rolls. There was then some discussion on the reassessment and how this could potentially affect our tax receipts.

PUBLIC WORKS

Commissioner Cook stated that as of this point he thinks that Tim is doing a great job. He reported that as everyone knows, Nick McCutcheon has moved on to another employment opportunity, and this week is his last week. We have advertised the position and are currently accepting applications. Commissioner Cook requested that everyone look over the applications that we have received at this point. He indicated he believes we need a welder and someone that currently has their CDL. He referenced how Nick was able to weld our spreaders and plows back together. He referenced that Nick would most likely be willing to do some side work for us if necessary, so that was something to consider as well.

Tim Palko reported that he has been assessing everything around the Township and is becoming acclimated with all of our usual responsibilities. He reported that they are starting to chip away at some of the neglected areas within the Township. He referenced that with Nick leaving; there could be a possibility for savings if we were to hire someone temporary, so that we are not paying all of the benefits right away. It was referenced that there was a year probationary period for any new employee. Commissioner Patton referenced that we are coming into winter and we were lucky last year to have such a mild winter with only two employees on staff. She felt that we needed the third person for plowing, or for when another employee is using time off. We need to have enough people on staff. There was some more discussion as to the benefits of hiring a full time person and whether or not the Township could afford to only have a third part time

employee during the winter season. There was then discussion on the purchase of a new vehicle for the public works department. It was asked that Supervisor Tim Palko begin gathering information on a replacement for the one ton that the Township currently has. Some different budgeting and financing options were discussed and it was asked that Tim have this information together in order to budget for this item next year.

PARKS AND RECREATION

Commissioner Cvengros informed everyone that the next Recreation Board meeting was going to be on September 17, 2012 at 7:30 in the multi-purpose room. The Parks Board is scheduled to meet on September 11, 2012 at 7:00 in the multi-purpose room. She brought information to the board regarding the placement of a port-a-potty at Riverview Park. She had researched several companies and contacted different people seeking information. There are different types and considerations that need to be made prior to the board making a decision. Discussion continued between the Commissioners as to how they wished to proceed. Commissioner Patton felt that it was important to provide something, being that Shouse Park was closed. Also, that there was not any water available at Riverview, so the Township would never be able to install an actual bathroom there.

Discussion was then held regarding the Ohio River Trail and the Township's desire to participate and the information that was currently available. Commissioner Cook referenced several issues that existed and stated that it was because of these issues that he was not in support of the trail. He referenced the need for maintenance and policing were his biggest concerns. It was referenced by Commissioner Keller that he believed the trail was going to happen whether we wanted it to or not and the biggest question was how much could Crescent Township support it. Commissioner Cook referenced that we are unsure whether or not we can continue to fund our police department and without knowing what the costs would be to maintain and police, we cannot support this, as the taxpayers should not be burdened with this trail. He asked that someone do more research in order to determine how we would handle this issue and ensure that we are able to budget properly. Secretary/Manager Eckhardt referenced that there is already an existing bike trail there and Commissioner Cook commented that this does not account for the increased traffic that this trail is going to create.

SECRETARY/MANGER'S OFFICE

Secretary/Manager Patience Eckhardt asked for an update on the fire hydrant that had been approved for installed previously by the Board of Commissioners. Commissioner Cook gave the update that we had met with the fire department and it never went anywhere further from there. He felt that if we were going to install a fire hydrant we should tie it in with the slide repair on McCutcheon. Commissioner Cook stated that it was the fire department that had requested this, but they have not been proactive in seeing it through.

She made the Board aware that the Office was looking into having another company bill for our garbage services. She has contacted several billing agencies as well as began working more closely with MTMA and Creswell Heights in an effort to bring the billing more close to the

residents, increase the benefits to our residents, as well as hopefully result in some savings for the Township. She referenced that she had a scheduled meeting with MTMA and Creswell and would alert the Board on her progress.

Secretary/Manager Eckhardt also notified the Board that we are going to revamping our budget somewhat in preparation for the 2013 year. She referenced that there are several line items that need to be changed and she will also be classifying several items differently. She wanted to make the board aware that some changes were being made in an effort to increase the functionality and accuracy of our line item budget.

Commissioner Cook asked for an update on the filing system being implemented in the Office. Secretary/Manager informed him that it was still a work in progress but remains something that they are picking away at as time allows. The office recently purchased a new file cabinet in order to transfer information to the Secretary/Manager's Office.

PUBLIC COMMENT

None

COMMISSIONER COMMENTS

None

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Cvengros and seconded by Commissioner Patton. A voice vote was taken and all Commissioners were in favor of the motion. The meeting was adjourned at 9:50 a.m.

Certified as a true and correct copy.

Respectfully Submitted,

Patience Eckhardt

Secretary/Manager

(Seal)

