

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
February 21, 2012**

On February 21, 2012 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: Vice President Karen Patton, Commissioners Joe Sabol, Diane Cvengros and Jerry Keller

Secretary/Manager: Patience Eckhardt

Solicitor: Richard Start

Engineer: Robert Firek

Commissioner Cvengros announced that she would be recording the meeting.

PUBLIC COMMENT ON AGENDA ITEMS

None

APPROVAL OF MINUTES

A motion to approve the minutes of the January 17, 2012 Regular Business meeting minutes as submitted was made by Commissioner Cvengros and seconded by Commissioner Keller. A voice vote was taken and all Commissioners were in favor of the motion with Commissioner Patton abstaining due to the fact that she was not in attendance of the meeting.

TREASURER'S REPORT

A motion to accept the January 31, 2012 Treasurer's Report as received was made by Commissioner Keller and seconded by Commissioner Cvengros. A roll call vote was taken and all Commissioners were in favor of the motion.

LIST OF BILLS

The list of bills was presented. The funds removed from the General Fund for the month of January were \$139,359.25. The funds removed from the General Fund prior to the monthly

meeting were \$42,474.26. Invoices due total \$11,664.76 and the estimated Payroll for February is \$35,000.00. Total disbursements from State Liquid Fuels Fund: \$3,943.09. Total estimated bills for February are \$93,082.09. A motion to pay the bills was made by Commissioner Cvangros and seconded by Commissioner Sabol. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

During the month of January the Crescent Township Secretary/Manager's Office received the following correspondence. We received a notice from U Comp informing us of several changes regarding the length of unemployment claims. We received the Moon Township Municipal Authority Board of Directors Minutes, the Valley Ambulance Authority Board Minutes, correspondence from the Solicitor pertaining to recent legal decisions pertaining to the right to know law as well as an invitation to the Annual Char-West Council of Government Dinner Meeting.

SECRETARY/MANAGER'S REPORT

During the month of January the Crescent Township Secretary/Manager's Office completed the following. We completed the public awareness phase to be compliant with our MS-4 reported illicit discharges as well as completed our 2011 Audit after the completion of closing out the 2011 books was finalized. We received and reviewed copies of the Federal Emergency Management Agency Preliminary Flood Insurance Rate Map and Flood Insurance Study as well as reviewed the changes to FEMA's appeals process. We reviewed Act 92 of 2011 that amended the bid limits for purchases and contracts of a first class Township, as well as attended an Allegheny County Property Assessment Webinar to maintain awareness of the Reassessment situation. We ordered several new street signs, continued working on our Sign management plan with the public works department, filed several liens with Solicitor Start's Office for property maintenance during the 2011 year, dealt with several legal, personnel and residential issues as well as prepared several Resolutions to be reviewed at tonight's meeting and completed all DCED and State required filings for the 2012 year.

SOLICITOR'S REPORT

Solicitor Start reported that in regards to McCutcheon Way, the U.S. Army Corps of Engineers legal counsel has advised the Township Solicitor that it has suspended the contract that it has with the company that was going to perform the rehabilitation project at the Lock and Dam and is seeking an alternate route to the project site in light of the additional land movement around McCutcheon Way. He also reported that in regards to the police department ULP they are continuing to prepare the Township's case relevant to the pending Unfair Labor Practice charge filed by the police department. Regarding the matter of the police department grievance his office is assisting the Township in its defense and they have also filed the necessary legal pleadings in the Court of Common pleas of Allegheny County relevant to four Municipal Liens against properties in the Township that were in violation of the Property Maintenance Code and also reviewed some documents regarding some contracts with Lamar Advertising.

ENGINEER'S REPORT

Secretary/Manager Eckhardt reported in behalf of Lennon Smith Souleret that pertaining to MS4, LSSE has issued a memorandum dated January 20, 2012 summarizing the current status of three potential illicit discharges within the Township. LSSE held the annual Good Housekeeping Training meeting on January 31, 2012 and issued a memorandum dated February 3, 2012 summarizing the meeting. LSSE will be working with Township staff and Public Works to update mapping and prepare Permit for submittal in September of 2012. There has been no change in the status of the 2011 roads program. Relevant to CD Year 37, a pre-construction meeting was held on January 5, 2012. Contractor has until February 29, 2012 to complete all work. In regards to the McCutcheon Way Slide, the revised cost for the slide repair was provided by GBBE for approximately \$200,000.00 for the rock buttress embankment. The retaining wall remediation option is not viable at this time per GBBE. The cost does not include engineering, inspection and permitting which would be approximately \$25,000.00 to \$50,000.00 additional. Secretary/Manager Eckhardt apologized for not having more information to review at this time in regards to this matter but notified the Board of Commissioners that as soon as the full report was made available she would notify all of the Commissioners. Lastly, LSSE issued a memo dated December 7, 2011 regarding sign management plan as required by the State and outlines in the Manual on Uniform Traffic Control Devices.

COMMITTEE REPORTS

PUBLIC SAFETY

Commissioner Sabol reported that during the month of January there were 139 calls for service, 142 total complaints for the month, 3 calls to assist other police departments and 4 medical calls. They issued 5 warnings for traffic offenses, 2 non-traffic citations, 4 traffic citations, and 0 parking citation/warnings issued for a total of 11 citations/warnings issued for the month. He reported that there were 3 arrests for the month of January with two being for theft/receiving stolen property and the last being for burglary/theft/ receiving stolen property. He reported that the vehicles travelled a total of 3,199 miles with car #106 having its oil, filter, and wipers replaced by the Public Works Department, as well as the ABS brake unit replaces, the heater/air fan plug replaced, the car camera system repaired and a small steering arm replaced. Car #107 had its oil, filter and wipers replaced by the Department of Public Works. He also reported that during January an automobile stolen from Hopewell Township was recovered on Henggi Street. A resident called the Crescent Police about a suspicious vehicle which resulted in the recovery. No arrests were made since the car was abandoned and any further investigation will be conducted by the Hopewell police. This is a reminder for residents to keep their houses, garages, storage buildings and vehicles locked, and to report any suspicious activity to the Police Department.

PUBLIC WORKS

No Report was given

FINANCE

Commissioner Patton reported that January starts the New Year and a new budget for the township. As of the end of January we have already spent \$139,359.00 of our \$350,000.00 Tax Anticipation loan. This includes monthly bills, payroll and our yearly insurance package policies. On a good note, our revenues and our expenditures are looking good at this point in our budget. She wanted to say that it has helped tremendously with the mild winter that we are having. Our overtime, fuel and supplies in our Public Works department are much lower this year than last year. She wants to remind everyone that this year's budget has very little fat in it so we need to be extremely cautious of our spending. As everyone is aware, the Township is operating on limited cash flow until our Real Estate taxes start coming in. We have been doing very well with this but wanted to say it again, we need to be very frugal with our money and focus on the needs of the township not the wants!

PARKS AND RECREATION

Commissioner Cvangros reported that the Crescent Township Parks Board met on Tuesday, February 14, 2012. The first item on the agenda was the reorganization the results were that Judy Cook is the Vice President, Andrea Wolfe is the Secretary, Tim Palko is the Treasurer and Noreen Brennan remains the President. A report was given from Andrea and Noreen in regards to Huntsridge Park and it was suggested that the Spring Clean up Day be scheduled for a weekend in April and that help be solicited from the neighborhood. There were also up for discussion the projects of a new concrete pad and a pavilion in the park. Tickets were distributed to Board members for Globe Car Wash, which can be purchased for \$7 and is good for one wash and the Parks Board will receive 50% from every ticket sold. The tickets can be obtained from any Parks Board Member. The Parks Board will also be sponsoring another Tupperware Bingo arty on Thursday, March 22, 2012 at 7:00 p.m. in the multi-purpose room. Anyone bringing a dessert item will be entitled to an extra bingo card for free. Admission is free and all residents are welcome to join us. A vote was taken to purchase new spring toys, two for Shouse and two for Riverview Park. The date of Saturday, December 8, 2012 has been selected for the Annual Pancake Breakfast held at the Crescent Township Volunteer Fire Department Hall. The Parks Board is always looking for residents who are interested in helping them with their endeavors and if anyone is interested in helping please contact any Board member or the Crescent Township Secretary/Manager's Office. The next regular meeting is scheduled for Tuesday, March 13, 2012 at 7:00 p.m. in the multi-purpose room and all are welcome to attend.

Commissioner Cvangros also reported that the Crescent Township Recreation Board also had their reorganization and all of officers remained in the same positions. They will not meet in February and the next meeting will be March 19, 2012, 7:30 PM in the Multi-Purpose Room. The Easter Egg Hunt will be held April 7, 2012 at 1:00 PM at the Fire Hall.

We are all sorry to hear that Marguerite Palitti passed away. Mrs. Palitti was a very special part of the Recreation Board for many years. Our sympathy goes out to her family, she will be greatly missed.

Commissioner Patton wanted to make the Board aware that over the weekend there was a lot of trash down at the hockey rink located in Riverview Park and it is becoming a nuisance again. We had a problem with this last year and Judy Cook has brought it to the police department's attention that they have been littering. Over the weekend it was significantly worse and a decision was made to shut the lights off and give the children a warning that they needed to be more respectful of the park and she wanted to make the Board aware.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Patience Eckhardt reported on behalf of the Fire department that since the last Township meeting they have responded to 6 incidents. Several members of the department participated in a fire scene preservation class hosted by the Allegheny County Fire Marshall. Gun raffle tickets are for sale for \$2.00 dollars each. Contact any department member or check our website for details at Crescentwpfire.org. Our all you can eat Italian buffets are back. Contact Nancy Mallinder at 412-491-1607 for details

VALLEY AMBULANCE AUHORITY

No Report

EMERGENCY MANAGEMENT REPORT

Denny Lewis reported that since the last meeting the Emergency Manual is ready for approval at tonight's meeting along with several Resolutions regarding the Allegheny County NIMS and Hazardous Mitigation Plans. He also reported that since the last Township meeting he attended the quarterly meeting with Allegheny County and came in contact with a man from Homeland Security named Bob Winters who is working with the Township in trying to obtain funds for the McCutcheon Way situation.

OLD BUSINESS

No Old Business

NEW BUSINESS

A motion to ratify Resolution R-14-12 which authorized the Tax and Revenue Anticipation Note through PNC Bank was made by Commissioner Sabol and seconded by Commissioner Cvangros. A roll call vote found all Commissioners in favor of the motion.

The next item of business was the motion to approve Resolution R-15-12 waving the 5% contribution of the full time police officers to the Pennsylvania Retirement System. Commissioner Cook offered a brief explanation as to why we pass this Resolution every year. This motion was made by Commissioner Keller and seconded by Commissioner Sabol. A roll call vote found all Commissioners in favor of the motion.

A motion to approve Resolution R-16-12 which if approved would adopt the Crescent Township Board of Commissioners Procedures for Compliance with the Professional Services Contract Provisions of Act 44 of 2009 as recommended by the Auditor General was made by Commissioner Cvengros and seconded by Commissioner Keller. A roll call vote was taken and all Commissioners were in favor of the motion.

PUBLIC COMMENT

No Comment

COMMISSIONERS COMMENTS

No Comment

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Cvengros and seconded by Commissioner Sabol. A voice vote was taken and all commissioners were in favor of the motion. The meeting adjourned at 8:03 p.m.

Certified as a true and correct copy.

Respectfully Submitted,

Patience Eckhardt
Secretary/Manager

(Seal)