

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
May 15, 2012**

On May 15, 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: President Bill Cook, Vice President Karen Patton, Commissioners Joe Sabol, Diane Cvengros and Jerry Keller

Assistant Secretary: Casie Shepard

Solicitor: Richard Start

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 April 17, 2012 Regular Business meeting minutes as submitted was made by Commissioner Patton and seconded by Commissioner Sabol. A voice vote was taken and all Commissioners were in favor of the motion.

TREASURER'S REPORT

A motion to accept the April 30, 2012 Treasurer's Report was made by Commissioner Patton and seconded by Commissioner Sabol. A roll call vote was taken and found 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 April were \$116,794.88. The funds removed from the General Fund prior to the monthly meeting were \$51,246.52. Invoices due total \$3,787.59 and the estimated Payroll for May is \$34,000.00. Total disbursements from State Liquid Fuels Fund: \$3,933.33. Total estimated bills for May are \$92,967.44.

A motion to pay the bills was made by Commissioner Cvengros and seconded by Commissioner Keller. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

During the month of April the Office received the following correspondence. We received the Creswell Heights Joint Authority Meeting Minutes for March. The Valley Ambulance Authority Board Meeting Minutes, The Moon Township Municipal Authority Board Meeting Minutes as well as an invitation to the Char-West COG's 6th Annual Golf Outing on Monday June 18, 2012. The Char-West COG also sent a letter of appreciation to the Board of Commissioners for their donation for their Annual Dinner.

SECRETARY/MANAGER'S REPORT

During the Month of April the Crescent Township Secretary/Manager's Office completed the following tasks. Several properties in the Township that that were found in violation of the Property Maintenance Code received letters for the required maintenance to be kept on their properties. First quarter tax reports were completed, sent, and filed in the appropriate places. We wrote the college reimbursement policy for full time employees. We scheduled a flagging certification class to be held at the Township Municipal building. We received updated quotes for the Township sign along with the day to day activities in the Township Office.

SOLICITOR'S REPORT

Solicitor Start reported on a couple matters. The first matter, the Lamar Advertising Agreement revisions were completed and the agreement has been signed by both the Township and Lamar.

The next matter pertains to the status of McCutcheon Way. The Township along with Solicitor Start attended a meeting on April 27, 2012 with the Army Corps of Engineers representatives and their legal counsel. The proposals that led up to the meeting were essentially the Corps was requesting the Township pass title of McCutcheon Way and they would pay to repair it and then transfer the title back to the Township. The reason that the Township had talked about this option was for when the Corps and their contractors and sub-contractors were using the road

during the construction period the Corps would be liable for the road and the Township would not. That is why the Township wanted to transfer the Title during the construction period as long as the Township would receive the Title back once the construction was completed. At the meeting, the Corps said that agreement was no longer on the table and insisted the Township pass title to the Corps forever and permanently due to the cost of the repair, which in the Corps opinion would be in excess of \$400,000.00 and the Corps could not justify spending that type of money on a road they only had temporary title to. The Corps was insistent upon transferring the Title to them. The Township talked about the option and made the Corps a counter proposal. If the Township transferred title to the Corps permanently they would have to give the Township an easement so that the Township and the Township residents could use McCutcheon Way to gain access into Shouse Park. The Corps seemed ok with that concept and Solicitor Start sent a letter after the meeting to the Corps indicating that it was his impression that the Township would act favorably upon a situation where the Township would transfer permanent Title of McCutcheon Way to the Corps, then the Corps would pay to fix McCutcheon Way and they would give the Township back a permanent easement for the Township and its' residents for use of the road way and the park. The Corps responded that the proposed agreement was not acceptable and that not only did the Corps want the Title to the ground and give the Township back a permanent easement, the Corps insisted upon a permanent easement to use Shouse Park as a staging area for future construction projects located at the Lock and Dam. This staging area could consume the entire park, and would be multiple periods once Congress gave the Corps enough money to do repairs and the park could potentially be closed for one to two years. Solicitor Start stated he has not officially responded to the Corps but he did make it pretty clear to the Corps over the phone, that he could not recommend their proposal to Board of Commissions because potentially, the Township would be giving up their right to use Shouse Park for multiple years in the foreseeable future which Solicitor Start did not think the Board would be interested in. He indicated to the Corps that although the Board has not made a decision on that matter it would be his impression that the Township would not be interested in giving away their park multiple years at a time. The Township has an application for a Grant pending and it is the Townships hope to receive the grant and use the funds to repair McCutcheon way and no longer need the Army Corps involvement in that endeavor. Solicitor Start felt the Township has attempted to meet with the Corps in every respect, and when the Township indicated to the Corps it would consider giving them title to McCutcheon Way as long as the Army Corps gave the Township back an easement to use the park and roadway, Solicitor Start truthfully thought the Township had met the Corps expectations. Commissioner Cook also wanted to add that not only is Shouse Park for our residents, but the Townships Public Works Department utilizes that area.

ENGINEER'S REPORT

Commissioner Bill Cook reported on behalf of Lennon Smith Souleret that the Annual Year End Report is due to the DEP by June 9, 2012. LSSE will be preparing the Annual Report Form for the Township. LSSE will be contacting the Township to discuss the Annual Report Form and the form must be signed by the Township and notarized. Commissioner Cook gave an update on McCutcheon Way. Pre- Applications are due to Char-West COG by May 21, 2012. LSSE will prepare and submit for the Township for the following project which the Township decided will be ADA doors at the municipal building.

COMMITTEE REPORTS

PUBLIC SAFETY

Interim Chief Zimmel reported that during the month of April there were 167 calls for service, 166 total complaints for the month, 8 calls to assist other police departments and 8 medical calls. They issued 35 warnings for traffic offenses, 0 non-traffic citations, 14 traffic citations, and 2 parking citation/warnings issued for a total of 51 citations/warnings issued for the month. He reported that there were 6 arrests for the month of April. Interim Chief Zimmel reported that the vehicles travelled a total of 3,949 miles with car #106 having the fuel filter changed, the left and right side catalytic converters replaced by Gradys along with the passenger headlight replaced.

Mandatory update classes were attended by Officers Tice, Page, Gorman, Hadden, Lopata, Brooks, Miller, Sgt Krithinithis, and Capt. Longerman.

On Friday April 13, 2012 from 11PM -4AM Officer Suder participated in a roving DUI patrol in Crescent Township as part of the West Hills DUI task force. Thirteen traffic stops were made for various traffic offenses and warnings were issued. No DUI arrests were made. (The thirteen warnings are included in the thirty five warnings reflected on page 1.)

For his Moon High School senior project, resident Tyler Fortuna spent a required number of hours in March and April riding along with Capt. Longerman learning various aspects of law enforcement.

Emergency Management Coordinator Denny Lewis wanted to add, a few weeks ago Mr. Lewis's wife had an episode due to heart issues. Valley Ambulance was called to his residence along with Officer Michael Lopata. Officer Lopata stayed with Mrs. Lewis until Valley arrived on scene and after she was home Officer Lopata stopped back up to the residence of Mr. and Mrs. Lewis to check up and Mr. Lewis and his wife wanted to show their appreciation.

Commissioner Cook wanted to extend a compliment to the Police Department that he received from Kurt at Premier Pan.

Commissioner Patton wanted to also congratulate Office Brian Tice who participated in the Pittsburgh Monster Bench Meet. He took 1st place in the competition and she wanted to pass along congratulations to Office Tice.

PUBLIC WORKS

In the Month of April, the Crescent Township Public Works Department worked on and completed multiple projects and tasks. Routine maintenance was kept on the Township parks with the emptying of trash cans and the cleanup of any garbage. "No Parking" signs were installed on Sautter Drive. Multiple potholes along Wireton and other Township roads were patched along with the tunnel and drain on Keim Street being cleaned. The remaining salt was delivered to the Township and stored properly by the department. Huntsridge Park was measured for new carpet and it is estimated there will be between 40- 50 yards of carpet needed for the project. The Department prepared the building for the Election which was held in the Multi-Purpose Room. Floors were cleaned and waxed along with the Township vehicles being washed and waxed. Outdoor maintenance was done around the Township Building for a pleasant presentation on Election Day. General maintenance was kept up on all Township Vehicles. Line painting begun along McGovern Blvd. with the assistance of the Police Department. At the end of the month the Department began work along Riverview removing debris and shrubbery coming onto the roadway.

FINANCE

April was a good month for our financial situation the revenues exceeded our expenses. As of the end of April we are one third of the way through 2012. We have received 59.94% of our anticipated revenues and spent 27.46% of budgeted expenses. The majority of this was contributed to our garbage fees, first quarter earned income taxes, a significant refund from our insurance broker (MRM). It seems to be that more residents are taking advantage of the discount period this year because we received approximately \$44,196. 00 more Real Estates Taxes than we did last year. Hopefully this trend will continue because we still have 8 more months left in this year's working budget.

Commissioner Patton wanted to extend her appreciation for the patience displayed by our Police, Public Works, and Parks departments. I ask, that each Commissioner continue to monitor your department expenses and notify me or the office if any unbudgeted needs arise.

PARKS AND RECREATION

Commissioner Cvengros reported the Parks Board met on Tuesday May 8, 2012. The Board is in the process of obtaining quotes for the removal of a tree in Huntsridge Park. Mulch had been received and will be distributed to the various parks in the Township. The Board is seeking a storage cabinet to purchase for the accumulative supplies to be placed in the Multi-Purpose room. It has been decided, pending the re-opening of McCutcheon Way the Board will be turning its attention to Shouse Park. A motion was made and the vote was unanimous that the Parks Board suspend their meetings for the summer and the next regular meeting will be Tuesday September 11, 2012 at 7pm in the Multi-Purpose Room. The Parks Board would like to take this opportunity and thank everyone who has helped and supported us in the various endeavors.

Every Year there is a memorial service held at the Townships monument located along McGovern. The event will be held on Sunday May 27, 2012 and if you are interested please show up around 12:45 p.m.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Fire Chief Kevin Scott reported that as of this date the Department has had 18 incidents. He is pleased to announce there are 3 new fire fighters who are on probationary status along with 3 junior fire fighters. Swift water flood response team is very active in the Region 13 area along with Allegheny County. The water rescue resources are being maintained with the summer weather approaching.

Commissioner Cook asked Chief Scott if he was aware of the Fire Fighters program through Allegheny Community College. Chief Scott responded that he is taking advantage of the program right now and he enrolled last fall.

VALLEY AMBULANCE AUTHORITY

No report

EMERGENCY MANAGEMENT REPORT

Denny Lewis reported on June 19, 2012 Beaver County is going to conduct and exercise at the Power Station. Residents may hear some sirens but nothing to be alarmed about.

OLD BUSINESS

The first item under Old Business is the Discussion and Motion on the Education Policy for Crescent Township. Commissioner Cook asked for comments on the policy. Commissioner Patton stated a lot of discussion was held on this topic at the previous workshop meeting. She felt that there was a lot of things missing from this policy. She wanted to be prepared if the money was not available that this policy could not be a guaranteed expense pending funds in the Township. Commissioner Sabol, Keller, and Cvengros agreed that the policy needed to be more in depth. Commissioner Cook wanted to make a suggestion that in the upcoming executive session later this evening it could be discussed. He asked for a motion to table this policy.

A motion to table the discussion on the Education Policy for Crescent Township was made by Commissioner Cvengros and seconded by Commissioner Keller. A roll call vote was taken and found all Commissioners in favor of the Motion.

The second item under Old Business is the discussion on the Public Works Working Supervisor Position. Commissioner Cook asked what the Board wanted to do with this position and what direction they would like to go in. Commissioner Patton brought up that the Township

advertised for the position 5 times totaling over \$4,000.00. Commissioner Patton stated she can't see spending another large amount of money to not know what kind of applicants the Township is going to get. With other expenses in the Township this expense does not seem to be fitting at this time. Commissioner Sabol stated he is exhausted with the situation because he has interviewed people along with other Board members. Commissioner Keller stated he looked over the resumes the Township has and he felt there was 1-2 he would consider, but when it came to advertising again he is not in favor and felt going back to the applications would be another option. Commissioner Cook added that this position has been advertised on the Township's website since the website has gone up. Commissioner Cvengros felt there were a few applicants that were worth revisiting and calling for an interview.

A Motion to interview prior applicants was made by Commissioner Sabol and Seconded by Commissioner Patton. A roll call vote was taken and found all Commissioners in favor of the Motion.

Commissioner Cook asked Solicitor Start if he was allowed to appoint a hiring committee. Solicitor Start responded that Commissioner Cook is allowed to appoint a hiring committee. Commissioner Cook appointed Commissioner Patton and Commissioner Cvengros to revisit the applicants and start the interview process.

The next item under Old Business was the discussion on the Public Works Contract. Commissioner Cook asked if anyone has reviewed the contract and asked the other Commissioners to mark them up and give them back him so the Board can re-propose to the bargaining unit.

The next item under Old Business is the discussion and motion to purchase a new lawn mower for the Public Works Department. Commissioner Cook stated with the nuisance properties that the department has been cutting; the equipment the Township has now is not equipped to be cutting the properties the Township is placing liens on. Discussion was held on the pros and cons of the purchase of the mower for the Department with the Board.

Through back and forth discussion and no decision being made, a motion to table the purchase of the lawn mower for the Public Works Department was made by Commissioner Cook and seconded by Commissioner Sabol. A roll call vote was taken and found all Commissioners in favor of the motion.

Commissioner Cook wanted to comment that, the Board needs to make decisions and this is what the Boards problem has been all along.

The next item under Old Business is the discussion on the replacement of the Township Sign. Commissioner Cook said in the packets there were different quotes and designs of different signs to choose from. Commissioner Patton asked Assistant Secretary Casie Shepard why there were only 2 pictures and 3 quotes. Assistant Secretary Shepard stated that it was her understanding the original and 2nd quote we received had the same pictures image while the 3rd quote had a different image they provided. A motion was made to go with Fred's Signs to provide 3 options to choose from with the Townships requirements by Commissioner Sabol and Seconded by Commissioner Cvengros. A roll call vote was taken and found all Commissioners in favor of the motion.

The last item under Old Business is the discussion on McCutcheon Way. Commissioner Cook reported that Solicitor Start gave a good briefing in his report about the last meeting that was

held with the Army Corps of Engineers. The Township accepted the 1st proposal and the Township is waiting on Grant approval. Commissioner Cook asked if Commissioner Keller, after going back in forth with email conversations, if he wanted to move along with the Army Corps and agree to lend over the park to them. Commissioner Keller stated that Solicitor Start has clarified the information. Commissioner Keller asked if the Township was to fix the road and then the Army Corps wanted to begin their project and use their land in the park, can they do that and would they be allowed access to the park. Solicitor Start responded yes, they would have to return it back to the condition before they used it. Solicitor Start did state in his opinion if the Township were to be rewarded grant money and was able to fix the road that a weight limit be placed on the roadway. If the Army Corps would be able to comply with the weight limit then they would be able to access the road way and use their land in the park. Upon further discussion a Motion to reject the Army Corps proposal as mentioned in the Solicitors report was made by Commissioner Cvengros and seconded by Commissioner Keller. A roll call vote was taken and found all Commissioners in favor of the Motion.

NEW BUSINESS

First item under New Business is the discussion and motion on the CDBG Year 39 Pr-Application. Commissioner Patton asked if the door into Public Works was included. Assistant Secretary Shepard responded that LSSE looked at it and took pictures, and the only doors that were not eligible were the 2 doors in the front of the building because of the step. A Motion to move forward with the CDBG Year 39 Pre-Application was made by Commissioner Keller and seconded by Commissioner Sabol. A roll call vote was taken and found all Commissioners in favor of the Motion.

The second item under New Business is the discussion and motion on the Sponsorship of a hole at the Char West Golf Outing on June 18, 2012. Commissioner Patton stated that every year the COG has an annual golf outing and they are asking the Municipalities that they represent to sponsor a hole in the Townships name. A motion to sponsor a hold at the Char West Gold Outing was made by Commissioner Sabol and seconded by Commissioner Cvengros. A roll call vote was taken and found all Commissioners in favor of the Motion.

PUBLIC COMMENT

Amanda Naper, Granddaughter of Dave Davies, wanted to see where everyone was standing on donations for “Clean up Crescent” in memory of her Grandfather. Commissioner Sabol said he would check with his company on T-shirt donations. Commissioner Cook told Amanda to go down to Bundy’s and see if they could help in anyway. She stated that she has flyers for anyone that is interested.

COMMISSIONERS COMMENTS

Commissioner Keller wanted to give an update on the 911th Airlift Wing. There has been 2 bills introduced by Congressional Representatives and they would also need Senate approval.

Congressman Murphy along with some others that are introducing these bills would prevent the Air Force from retiring the C-130's. It would also prohibit the Air Force from moving KZ 135 fueling tankers. There is action taking place on this and hopefully it will prevent them from doing anything for a year.

Commissioner Cook had a few comments he wanted to share with the Board. First item being, he wanted everyone on the Board to take a look why they are here and why they ran for election. The Board is made up of public officials and they have a commitment to the community and he feels that some of the Board members come into the meetings unprepared and have no idea of what is in their packets. He does not like some of accusations that have been made over the past couple weeks pertaining to the Public Works Supervisor Position because no one has done anything to try and fill this position since it has become vacant along with not being able to get any Board members down here to look at the applicants. For the Public Works contract, Commissioner Cook sent the contract out 2 weeks ago and never received a decision. Commissioner Cook wants the Board of Commissioners to step up because they have an obligation to the community. Commissioner Cook said if this board so wishes, he will make a motion to reorganize all the committees in the Township and he would be very happy to sit and sign the checks or go back to Parks and Recreation because it was his favorite. Commissioner Cook would be willing to take on the Police Department because it would be something new for him. Commissioner Cook stated he is not going to sit and fight this board like he did so in tonight's meeting to make decisions. Commissioner Cook wants the Board to think about why they are here and if they want to continue to be here. Commissioner Cook feels he gets scolded for making decision but feels the Board cannot make decisions themselves.

Commissioner Cook stated at this time the Board was now going to attend an Executive Session and would return afterwards to adjourn the meeting.

The Board returned at 9:30 p.m.

Commissioner Sabol put a motion on the table to Purchase a New Lawn Mower for the Public Works Department. The motion was seconded by Commissioner Cvengros. A roll call vote was taken and found all Commissioners in favor of the Motion.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Cvengros. A voice vote was taken and all commissioners were in favor of the motion. The meeting adjourned at 9:32 p.m.

Certified as a true and correct copy.

Respectfully Submitted,

Casie Shepard
Assistant Secretary

(Seal)