

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
July 17, 2012**

On July 17, 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 Diane Cvangros, Jerry Keller and Joe Sabol

Secretary/Manager: Patience Eckhardt

Solicitor: Richard Start

Commissioner Cvangros 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 June 19, 2012 Regular Business meeting minutes was made by Commissioner Cvangros and seconded by Commissioner Sabol. A roll call vote was taken and all Commissioners were in favor of the motion.

TREASURER'S REPORT

A motion to accept the June 30, 2012 Treasurer's Report as received was made by Commissioner Keller and seconded by Commissioner Cvangros. A roll call vote was taken and found all Commissioners 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 June were \$463,830.95 which included the repayment of the 2012 TAN Loan. The funds removed from the General Fund prior to the monthly meeting were \$27,825.71. Invoices due total \$7,249.72 and the estimated Payroll for July is \$32,000.00. Total disbursements from State Liquid Fuels Fund: \$3,943.09. Total estimated bills for July are \$71,018.52. A motion to pay the bills was made by Commissioner Keller and seconded by Commissioner Cvangros. A roll call vote was taken and found all Commissioners in favor of the motion.

CORRESPONDENCE

During the month of June the Crescent Township Secretary/Manager's Office received the following correspondence. We received the Valley Ambulance Authority Board Minutes, the Moon Township Municipal Authority Board minutes. We also received an acknowledgement and congratulation for the completion of the TALX Online Learning Solutions Training module and the information for the 40th Annual Joint Fall Conference which is being held at Seven Spring from September 27th thru September 30, 2012.

SECRETARY/MANAGER'S REPORT

During the month of June the Crescent Township Secretary/Manager's Office completed the following work: We ordered the new sign as approved by the Board of Commissioners, We reviewed the Allegheny County Controller's tax alert and the MRM Trustnotes as well as provided a letter of recommendation for the Char-West COG's CITF application. We worked with the Building Inspector for the final condemnation notice on two separate properties within the Township. We reviewed and implemented several policies approved by the Board of Commissioners. We completed the Allegheny County emergency Services Municipality Summary Report as well as submitted the 2010 Municipality Approved Budget Report for the Pennsylvania Public Utility Commission. Dealt with several residential issues, reviewed a zoning request, worked with the IT representative on several issues as well as completed the payment of all bills, payroll and oversaw the day to day activities of the Township Office.

During this report Commissioner Patton asked for an update on the status of the new sign that had been ordered. Secretary/Manager Eckhardt responded that she had emailed a representative of the company the day prior and had not received a reply yet. She informed the Board that she would notify them of the anticipated installation date as soon as the information was available.

SOLICITOR'S REPORT

Solicitor Start reported that during the month of June his office has reviewed several Grievances that have been filed by members of the Police Department relevant to several different matters and a meeting has been scheduled with the Teamsters with the hope that these matters can be amicably resolved. Relative to the Public Works Department his office has reviewed various documents pertaining to the Public Works Department as it relates to employment. Solicitor Start stated that they have monitored the file regarding the Demolition of a blighted property in the Township ensuring that we have done everything that we are required by law to complete as well as continued monitoring the file regarding the matter of McCutcheon Way and have engaged in dialogue with various public officials relevant to the repair of McCutcheon Way.

ENGINEER'S REPORT

Secretary/Manager Eckhardt reported on behalf of Lennon, Smith, Souleret Engineering, Inc. that relative to MS4 the Year 9 Annual report was submitted to the DEP on June 8, 2012. The NPDES GP-13 Permit Renewal Form is due September 15, 2012. Regarding the Mccutcheon

Way Slide, a meeting was held with County Representatives and GAI Consultants on July 10, 2012 to discuss cost estimates and review the slide area in field. She reported that for CDBG Year 38, the Township was notified by the Char-West COG to proceed with preparing bidding documents and to have them to the COG Offices by July 20, 2012. As such LSSE has provided the Township with a Service order Authorization to complete this task as well as construction phase services for this project. Due to the short turn around required by the COG, LSSE has already started this work to meet the deadline. Regarding CDBG Year 39, the final application is due to the Char West COG on July 20, 2012 for the Municipal Office Building ADA Doorways. The pre-application was approved by the County. LSSE is completing the application and will be submitting to the COG by the deadline on behalf of the Township. Lastly, LSSE is currently reviewing the roads list pertaining to the 2013-2018 road program and will include recommended storm sewer improvements cost over the next 30 days. A road tour will be planned for late August or early September. This plan will be reviewed with the Board at the September or October meeting.

COMMITTEE REPORTS

PUBLIC SAFETY

Interim Chief Zimmel reported that during the month of June there were 164 calls for service, 169 total complaints for the month, 7 calls to assist other police departments and 1 medical call. They issued 17 warnings for traffic offenses, 1 non-traffic citation, 13 traffic citations, and 2 parking citation/warnings issued for a total of 33 citations/warnings issued for the month. He reported that there were three arrests for the month of June with two of them being a DUI, one for aggravated assault with the warrant pending. Interim Chief Zimmel reported that the vehicles travelled a total of 4,207 miles with Car 105 having the front end aligned at no cost at Goodyear Tire, as well as having the tires rotated. Vehicle 106 had two rear tires purchases and mounted at Goodyear Tire. The radiator/cooling fan motor assembly was replaced at Grady's, as well as had the left turn signal replaced, has the alternator and fan relay switch replaced and the laptop had the connection issues corrected. Car 107 had two rear tires purchased and mounted at Goodyear Tire. It received a used speedometer gauge cluster that was replaced by Grady's as well as had the left alley light bulb replaced and the laptop stand hardware was replaced.

He reported that there was a fixed DUI task Force on June 2 2012 from 11 p.m. – 4 a.m., which Officer Lopata participated in at Robinson Township as a part of the West hills DUI task Force. Numerous arrests were made. On June 22, 2012, from 11 p.m. - 4a.m., Sergeant Krithinithis participated in a fixed DUI checkpoint in Coraopolis Borough as part of the West Hills DUI Task Force and numerous arrests were made at this checkpoint as well. Lastly, on June 30, 2012 Captain Longerman participated in a DUI checkpoint in Bellevue Borough from 10:30 p.m. – 3:30 a.m. The check-point was a multi-task force effort including the Pennsylvania State police, City of Pittsburgh Police and the West Hills DUI Task Forces. Numerous arrests were made at this DUI checkpoint.

PUBLIC WORKS

During the month of June the Crescent Township Public Works Department completed the following work. They completed the installation of an outfall pipe, which required being undermined, due to water washout and involved the placement of concrete, rip rap and six tons of gravel on Sautter Drive. They weed wacked several areas within the Township, completed PA One calls and completed the project of the installation of fencing in the recycling center area at the municipal building.

Commissioner Patton wanted to add that at last month's meeting the Board made the motion to hire Tim Palko pending the completion of his pre-employment physical and background testing and that everything has been completed. We are expecting him to start on Wednesday, July 25, 2012.

FINANCE

Commissioner Patton reported that as everyone is aware the discount period is over for our current Real Estate tax period so we have already received the bulk of our revenue for the year. Surprisingly with the way things are going with the economy our residents are paying their taxes earlier this year because we have received approximately \$28,000.00 more to date than in 2011. She wanted to caution everyone that we still have budgeted another \$72,000.00 in property tax revenue that we need to receive over the next 6 months.

She informed the board members and Department heads that this is the time of the year if there are any capital projects or purchases that need to be completed please see that they are addressed at this time.

She also wanted to remind everyone that the office is going to start preparing for the 2013 budget. She is encouraging all Board members and Department heads to start putting together their 2013 budget requests. She is requesting that everyone have this information ready for our September 18th meeting.

PARKS AND RECREATION

Commissioner Cvengros reported that neither the Crescent Township Parks Board nor Crescent Township Recreation Board met during the month of June.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

No report

VALLEY AMBULANCE AUHORITY

No report

EMERGENCY MANAGEMENT REPORT

On Thursday, September 13, 2012 a seminar will be conducted at the Emergency Operation Center from 8:00 a.m. until 2:00 p.m. on Ethanol. They are requesting one person each from the Police and Fire Departments to attend this important seminar.

Also, due to the extreme hot weather and lack of rain, please no burning in the township at this time.

OLD BUSINESS

The first item under Old Business was the discussion and motion to ratify the service order authorization from Lennon, Smith, Souleret Engineering Inc, for CDBG Year 38. Commissioner Patton explained that this service order authorization was for the demolition project scheduled at 111 McGovern Blvd. A motion to authorize the service order was made by Commissioner Keller and seconded by Commissioner Sabol. A roll call vote found all Commissioners in favor of the motion.

NEW BUSINESS

A motion to approve Resolution R-21-12, which is a Concurring Resolution confirming that the Township has formally requested a grant in the amount of \$10,800.00 for the installation of ADA Doorways at the Crescent Township Municipal Building 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.

PUBLIC COMMENT

Janet Niemeyer of 73 McGovern Blvd wanted to introduce herself and her husband Harry as the newly elected republican committee members for Ward One. She was welcomed by the Crescent Township Commissioners. She stated that they have not been active and they are hoping to become more involved and extended an invitation to any Republicans who are interested in becoming involved.

Marguerite Schofield of 183 McGovern Blvd asked the Board of Commissioner for permission to clean the war memorial located at the Crescent Township monument area. Commissioner Patton apologized for not getting back to her sooner and asked for clarity as to which memorial

she was specifically referencing. There was some discussion as to the last time it was cleaned and whom had cleaned it. After more discussion a motion to add an item to the agenda was made by Commissioner Sabol and seconded by Commissioner Keller.

A motion to allow Marguerite Schofield to gather information and bring it to the Board for approval was made by Commissioner Sabol and seconded by Commissioner Keller. A roll call vote found all Commissioners in favor of the motion.

Janet Niemeyer of 73 McGovern Blvd also thanked the Township for having the bus stop units removed and stated that it is so much easier to see now when utilizing the crosswalks.

Judy Cook of 1409 Riverview Road asked if these monuments were considered a part of our parks. Commissioner Patton indicated that they were.

COMMISSIONERS COMMENTS

Commissioner Cvangros wanted to congratulate Patience Eckhardt on the completion of the TALK training.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Keller and seconded by Commissioner Sabol. A voice vote was taken and all commissioners were in favor of the motion. The meeting adjourned at 7:56 p.m.

Certified as a true and correct copy.

Respectfully Submitted,

Patience Eckhardt
Secretary/Manager

(Seal)