

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
May 9, 2013**

On May 9, 2013 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.

Commissioner Cook announced that before we salute the flag he wanted to take a minute to say a few things about the Boston bombing. He stated that we need to remember all of the first responders who were there, and all the innocent bystanders that were there, who did not cower and run. They stood strong and they assisted. This is what makes this country we all live in such a great country.

He asked for a moment of silence for all of the victims and all of their families, and everybody that this tragedy has touched.

**ROLL CALL**

Those present: Commissioners: President Bill Cook, Vice President Karen Patton, Commissioners Diane Cvengros, Joe Sabol and Jerry Keller.

Secretary/Manager: Patience Eckhardt

Solicitor: Richard Start

Commissioners Patton and Cvengros announced that they would be recording the meeting.

**PUBLIC COMMENT ON AGENDA ITEMS**

Anita Lasek of 1361 Front Street wanted to know what item number eight, under new business, was specifically. She wanted to know what an alarm permit ordinance was and stated that as long as they explained that, she was fine with it.

Commissioner Cook stated that this would be done.

**APPROVAL OF MINUTES**

Commissioner Cook asked if there were comments, corrections, or a motion to approve the minutes of the April 11, 2013 regular business meeting.

Commissioner Keller had some questions about some of the things that were said in the meeting. He stated that he thought it would be good if it was clarified so that the residents would understand what was meant exactly. He referenced that one of the things that was stated was that we are only collecting \$6,000 more from the residents. Commissioner Cook stated that he did not believe that was said. He believed what was said was that we raised the taxes by approximately \$170,000, and the \$77,000 which we were short was almost identical to what it had cost the increase in our police department. Commissioner Cook said that he did not believe that anyone had said that there was only a \$6,000 increase. Commissioner Keller responded that it was under the comments at the end of the minutes. Commissioner Cook stated that he does not believe that is correct and we need to listen to the tape. After the Commissioners reviewed the specific section of the minutes that was referenced Commissioner Keller asked Secretary/Manager Eckhardt if it was taken off of the recordings. Commissioner Cook read aloud the section of the minutes being questioned and stated that if you compare the two budgets, the collection rate is only a \$6,000 difference. Commissioner Keller responded that this was an inaccurate number. Commissioner Cook stated that this would be property taxes, not total. Commissioner Patton stated that the difference of the two numbers would be there. Commissioner Cook then stated that he did not have the information with him to verify, but that was where he got the numbers from. Commissioner Cook asked if someone had last year and this year's budget. Commissioner Keller responded that he did and stated that he shows 301.100, which has the name of real property tax. Commissioner Patton wanted to remind Commissioner Keller that we removed the fire referendum out of that this year, so you have to take that line item out of there. Commissioner Keller responded that you do not take it out one year, and add it to the next year. We want to compare apples to apples. He stated that it was in the 2012 budget, under 301.100. He then stated that if you take the numbers from last year, you come up with \$756,000. Commissioner Cook asked for a copy of last year's budget, and Commissioner Patton responded that she did not have a copy of the comparison with her. Secretary/Manager left to provide the information requested.

Solicitor Start stated that there is a point of order, and that certainly this discussion is appropriate, however, at this point in the meeting you are concluding the business of minutes. Commissioner Keller responded that Commissioner Cook has already stated that he did not make that statement. Commissioner Cook stated that he did not think that he said that there was a \$6,000 difference, but he does not know if he did or not. Solicitor Start responded that there is a motion to revise or correct the minutes, which is certainly appropriate, but if the point at this time is to debate the budget, there is a different point in the meeting for that to occur. They should be reviewing and approving minutes, and merely reviewing the document and either saying this document accurately reflects what was said, or it needs to be revised or corrected. Commissioner Cook stated that he had his notes from last meeting in his packet, and they were not on him. He stated that if he made a mistake he would own up to and say that he did, but he would have to review his notes to see where he got it from.

Commissioner Cook then stated that even if he cannot answer a question, he will check his notes and reply to it, and we will not accept the minutes until it is corrected. Commissioner Keller then stated that there were a couple of other things that were stated that were confusing. He referenced that he had trouble hearing some of the comments due to being on a teleconference

for last month's meeting. He was surprised when he read the minutes and heard some of the things that were said, because they did not match up to what he is aware of on the budget. Commissioner Cook stated that Secretary/Manager Eckhardt provided him with a comparison and he would like to actually see a copy of the actual budget, as to the revenues that were collected. He said that right here, he has the last three years and there is no breakdown on it and he would like to see December's budget, which is where he gathered these numbers from. Secretary/Manager Eckhardt clarified that he wanted the budget vs. actual report for 2012. Once that was confirmed she left again to provide the requested information.

Commissioner Keller then referenced that it was stated that we had more properties go down in value than went up in value. He stated that when he looks at the Allegheny County website, the court ordered reassessment gave us a 14% increase. So we could not have had more properties decrease. Commissioner Cook provided the example of his house, stating that the taxes on his house almost doubled. He stated that if you have more valuable properties, you are naturally going to get more tax revenue off of them, and the bigger properties are more influence than the smaller properties. Commissioner Keller said that he would agree with that, but that does not balance out to a shortcoming in our budget. If we saw a 14% increase in revenue, just from the reassessment, how could we have a shortcoming in the budget. Commissioner Cook responded that why don't we ask our Secretary, as she is the one that prepared the budget. Commissioner Keller responded that Commissioner Cook was the one that made statements. Commissioner Cook stated that he was not here to argue with him, but that he went off the numbers from the budget and he compared the two differences. He stated that the year before, we budgeted \$756,000 in real property taxes, to which Commissioner Keller agreed. Commissioner Cook then stated that this year we budgeted \$833,000, totaling everything. The difference is \$77,437.00. Commissioner Cook stated that this was the number he referenced for how much we increased, which is almost identical to the increase in our police department. He went on to say that he does not have the numbers on him, and he would need to look at his notes to know where he got the numbers from. He stated that he would be more than happy to check those numbers and give him an answer. Commissioner Keller stated that was the problem, asking how we could collect \$6,000 from the residents when in the budget we are seeing an increase of \$77,437.00. Commissioner Cook stated that there are other things involved in our budget, referencing the fire referendum. He asked how much they increased and stated that drives our bottom number. Commissioner Cook referenced that he would need to check his notes, and if someone would have made note about this before the meeting, he would have brought them with him.

Commissioner Keller then referenced a comment that was made that the police department went up around \$72,000.00, and was the department that went up the most to operate. He stated that when you pull out the numbers, there was another department that went up \$20,000 more. Commissioner Cook referenced the things that we did not spend, because we did not do a road project last year. Commissioner Keller stated that we are talking budget to budget. Commissioner Cook stated that he would be more than happy to sit down with him and his notes and they could go over all of this information, and they could make it public at the next meeting. Commissioner Keller referenced that there were other things that were in here that the public needs to know. He referenced the statement that "We changed health insurance and saved \$50,000 last year," and we did not. Commissioner Cook responded that we were supposed to, as that's what the numbers were projected. Commissioner Keller responded that we did not enact this until November, so we

couldn't have saved \$50,000; we saved \$4,500 for last year. We are projected to save \$50,000 this year. Commissioner Cook asked if we are saving \$50,000 in this year's budget. Commissioner Patton stated that she believed we were splitting hairs now, and that we are saving the residents \$50,000 total. Commissioner Cook said that we did not save this last year, and he knows we did not save it last year. Commissioner Keller responded that this was what he said. Commissioner Cook said that he had stated that we saved \$50,000 by changing insurance companies. Commissioner Keller responded that it is on the recording that "We saved \$50,000 last year." Commissioner Cook stated that it should have been "from last year." Commissioner Cook stated that these statements were geared towards the tax increase, and what we did to cut costs for this year so we did not have to raise taxes any more than what we did. Commissioner Keller responded that the statements are confusing to the public. Commissioner Cook again offered to take his notes and sit down with Commissioner Keller. Commissioner Keller referenced that he does not want the public to be misinformed or have varying thoughts about what actually has happened and that the way things are worded, it is confusing. Commissioner Cook stated that he would look at his notes and if he made a mistake, he would correct it, but he does not think he made any mistakes.

Commissioner Patton then provided some corrections in the grammar of the minutes. She referenced that under Old Business, a correction of sign needed to be corrected from where it said sing. Secretary/Manager Eckhardt responded that this has been corrected. Commissioner Patton then referenced that under New Business, in the sixth paragraph, it said that Kevin Brett had recommended "is" a resident, and it should be "if". She also wanted the spelling of honor corrected, a quotation mark corrected, and lastly a correction of "was" to "have".

A motion to not accept the minutes until the corrections are made and the discussion on the budget was made by Commissioner Cvengros. This motion was seconded by Commissioner Keller. A roll call vote found all Commissioners in favor of the motion.

## **TREASURER'S REPORT**

The Treasurer's Report dated April 30, 2013 was presented to the Board for their approval. A motion to accept the April 30, 2013 Treasurer's Report as received was made by Commissioner Patton and seconded by Commissioner Sabol. 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 April were \$133,218.71. The funds removed from the General Fund prior to the monthly meeting were \$0.00. Invoices due total \$8,487.53 and the estimated payroll for May is \$42,000.00. Total disbursements from the Highway Fund for street lights are \$3,978.94, which brings the total estimated bills for May to \$54,466.47. A motion to pay the bills was made by Commissioner Keller and seconded by Commissioner Cvengros. A roll call vote was taken and found all Commissioners in favor of the motion.

## **CORRESPONDENCE**

During the month of April the Crescent Township Secretary/Manager's Office received the following correspondence. We received the Creswell Heights Joint Authority and the Moon Township Municipal Authority Board of Directors Minutes. We received the April addition of the MRM Trust Notes, the Legislative Locator, and the Jan/Feb/Mar Allegheny County Council News. We received a correspondence from Costars Connection as well as a thank you from the Char-West COG, for our donation for their annual dinner.

## **SECRETARY/MANAGER'S REPORT**

During the month of April the Crescent Township Secretary/Managers Office completed the following work. We continued to deal with the residential issues pertaining to garbage for both the current year and 2012. We looked into several residential matters pertaining to delinquent taxes and property maintenance. Several reminder letters were mailed out to residents that have sidewalks and trees overhanging the streets. We want to remind everyone that it is your responsibility to ensure safe passage on the roadways and sidewalks of the Township. We started reviewing several ordinances and various new legislations pertaining to business within the Township. We sent out reminder letters to the homeowners associations reminding them to maintain their retention ponds, as well as developed a retention pond maintenance checklist.

Also, on April 24, 2013, I attended a seminar regarding the Affordable Care Act and the impact this act will have on the municipalities. An overview was provided on the taxes and fees as well as the timeline for implementation. Information was provided on how to determine "full time equivalents" and the administrative compliance requirements. Focus was also placed on the impact this Act will have on collective bargaining agreements and negotiations. Informational packages are going to be provided to the municipalities in order to provide information to the employees on their individual requirements under this Act. At this time, providing this information, and including the cost of health insurance benefits on the employees W-2's will ensure Crescent Township compliance with the Affordable Care Act.

## **SOLICITOR'S REPORT**

Solicitor Start reported that they have handled several matters since the last month's report. Regarding seismic testing, his office has drafted a sample ordinance to regulate seismic testing and they are scheduling a meeting with the Township Engineer to review that document. He stated that the board would have a draft for their review before the next meeting. An employee grievance has been withdrawn by the Teamsters Union. The hearing has been cancelled without any cost to the Township. Relative to policies and procedures, they have reviewed various policies and procedures for the Township use. They have also received and reviewed a proposal from the Police Union, regarding a successor agreement. The current agreement expires December 31, 2013. He stated that we will need to send a response to that proposal and we should do that within the next month so he will be contacting the public safety persons.

## **ENGINEER'S REPORT**

Commissioner Cook reported on behalf of Lennon, Smith, Souleret that regarding MS4, the DEP issued the NPDES GP-13 Permit on April 17, 2013. The Service Order Authorization has been provided for preparation of plans and Round 1 of outfall sampling. LSSE will be preparing a draft of the required written plans over the next four months for Township review. The McCutcheon Way Slide, County CITE grant was awarded for approximately \$200,000.00. Project was awarded to Mountain Top Excavation, LLC in the total amount of \$207,664.00. Pre-construction meeting was held April 10, 2013. Contractor is currently working on the site and is approximately 25% complete. 2013 Roads, the road list has been approved with a budget of \$124,000.00. Storm sewer repairs/upgrades will be completed by Public Works and not included in the items to be bid. The following is the list of roads to be bid:

Base Bid: Sautter Drive from house 605 to House 576

Alternate No. 1: Huntsridge Drive from House 1126 to Marble Drive

The project is out to bid. Bid opening is May 10, 2013 at 11:00 a.m., which is tomorrow here at our Township building.

## **COMMITTEE REPORTS**

### **PUBLIC SAFETY**

Commissioner Sabol reported that during the month of April there were 127 calls for service, 127 total complaints for the month, 6 calls to assist other police departments and 2 medical calls. They issued 11 warnings for traffic offenses, 2 non-traffic citations were issued, 12 traffic citations, and 0 parking citations/warnings were issued. This brings the total citations/warning issued for the month to 25. He reported that there were four arrests for the month. The arrests were for theft by unlawful taking; receiving stolen property; criminal attempt to commit access device fraud, two DUI's, and possession of drug paraphernalia; careless driving. The vehicles travelled a total of 3,433 miles for the month. Car #105 had the snow tires removed by the department of public works and four new tires and a front end alignment were completed by Goodyear Tire. Car's #106 and #107 had the snow tires removed by the department of public works. Schooling and seminars, Sergeant Krithinithis, Officer Tice and Page attended mandatory legal updates. Officers Lenhart and Lopata completed First Aid/CPR recertification.

### **PUBLIC WORKS**

Commissioner Cook reported that during the month of April 2013, the public works department completed the following: All of the winter maintenance equipment has been cleaned, serviced, greased and stored. The security system has been installed. All of the fluorescent lamps in the Police Department were replaced. The Township sign in front of the Municipal Building was repainted. Extensive spring clean up was completed along Crescent Blvd., Oak St., School St.,

Prospect St. and Jeanette Ave. Huntsridge and Sautter Park were cleaned and inspected, along with the Huntsridge neighborhood dump site cleaned up. Nuisance properties 111 McGovern Blvd and 479 Crescent Blvd Ext. were maintained. Riverview Park and the Hockey Deck were closed to facilitate the repair of McCutcheon Way. Fifteen Pa One Calls were responded to, including two final design, two emergency and eleven routine calls. Summer tires were installed on all three police cars. The Peterbuilt was inspected with no repairs needed. They replaced the motor mounts, throttle pedal and throttle cable on the JCB backhoe. Routine inspections and cleaning were performed on all vehicles. MS4 bi-annual inspections were completed on the 800 section of the storm water sewer system. Cast in place concrete repairs were made to catch basins #118 and #638 and bicycle grates were also installed at that time.

## **FINANCE**

Commissioner Patton reported that we continue to remain on track with our 2013 budget. Real Estate taxes, garbage and earned income taxes are starting to come in. We encourage the residents to continue taking advantage of the discount periods being offered. Due to ACT 32, we are seeing our earned income taxes come in faster than in previous years. This should help to keep us on track for this budgeted item. We are now one third of the way through 2013, and to date we have received 47.02% of our anticipated revenues and have spent 27.21% of our expenditures. She wanted to thank the department heads for continuing to maintain operations within budget. However, we still have eight months left in this year's budget so I ask everyone to continue to monitor your department's expenses.

## **PARKS AND RECREATION**

Commissioner Cvengros reported that the Parks Board will meet on Tuesday, May 14, 2013 at 7:00 p.m. in the Multi-Purpose Room. All are welcome to attend.

Commissioner Cvengros reported that the Recreation Board will not meet in May. The Recreation Board wishes everyone a safe and wonderful summer.

## **CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT**

Denny Lewis reported that they had their raffle and they wanted to thank everyone for their participation.

## **VALLEY AMBULANCE AUHORITY**

Wendy Schulenburg introduced the two visitors that were in attendance of tonight's meeting on behalf of Valley Ambulance. She then reported that the second subscription mailing has gone out to those that have not yet subscribed. She stated that it is still a great bargain and if you have not subscribed, send them in. The second item she wanted to report was that they received their

dividends from the MRM Trust Pool, which they belong to for both the workers compensation and property and liability. The dividends received for 2012 were \$36,769.78, which is a wonderful return.

## **EMERGENCY MANAGEMENT REPORT**

Denny Lewis reported that on April 18, 2013 there was an incident here in the Township. We got a call from a resident saying that the creek down on Flaugherty Run Road was turning bright green. Leo Laffey was on duty that day, who is also the deputy emergency manager of the Township. He responded to the scene and the creek was bright green. He immediately called the fire department, the DEP, Allegheny County Emergency Management Team, the Allegheny County Hazmat Team, and Emergency Management Coordinator, Denny Lewis. They notified Beaver County as it was coming down Purdy Road, into Flaugherty Run, and going into the river. Beaver County shut down all of the water intakes until we could find out what the problem was. The problem was a home inspection on Purdy Road. As they were doing the drains, they were supposed to use one drop, but ended up using about eight ounces. The problem was resolved and it was a good drill. He wanted to thank everyone for working together. He stated that the Crescent Township Public Works Department had gone along Purdy Road trying to find the source.

The second item that he wanted to mention was that he spoke with the contractor down on McCutcheon Way, and they are going to be storing some diesel fuel on site. They are going to be storing about 200 gallons and they are going to have a boom around it, so there will not be any problem there. Lastly, May is the month for severe storms. If we have severe weather, seek shelter. He also wanted to note that if you see standing water, turn around. Four inches of water can move a car.

## **OLD BUSINESS**

The first item under Old Business was the Motion to approve amended Ordinance 206, which if adopted will amend the Ordinance to include the west side of McGovern Blvd extending approximately 80 feet from house number 181 McGovern Blvd to 183 McGovern Blvd. A motion to approve amended Ordinance 206 was made by Commissioner Patton and seconded by Commissioner Cvengros. A roll call vote was taken and all Commissioners were in favor of the motion.

Item two under Old Business was discussion and motion on the transfer of garbage billing services beginning in the year 2014. Commissioner Patton stated that this was discussed briefly at last month's meeting and was tabled due to the fact that there was not information about being a contract. She stated that Jordan Tax Service has a three year contract, Edmund and Associates and Munibilling do not have contract requirements but there are some fees involved. The start up costs for Edmund and Associates is \$9,300.00, and this is a service that we would be completing in house. So it would actually put more work on the office and she does not recommend. We also do not have this money budgeted. Some questions were posed on what a cloud based program was and how Munibilling would be utilized. Secretary/Manager Eckhardt explained some of the different options available through Munibilling. Commissioner Patton made the motion to go

with Jordan Tax Service for garbage billing service. This motion was seconded by Commissioner Cvengros. A roll call vote found all Commissioners in favor of the motion.

## **NEW BUSINESS**

Commissioner Cook explained that this is the time of year where we are coming up on the anniversary of when Mr. Davie was killed in a tragic accident on McGovern Blvd, and his granddaughter has again approached the Township to hold a Clean up Day. He asked for a motion to ratify the approval of the Clean Up Crescent Day for June 7, 2013. This motion was made by Commissioner Sabol and seconded by Commissioner Cvengros. A roll call vote was taken and all Commissioners were in favor of the motion.

Secretary/Manager Eckhardt added that they are asking that if anyone is interested in volunteering or making a donation, information is available in the Township Office.

The next item was the discussion and motion on CDBG Year 40. Commissioner Cook stated that we had some recommendations made, and asked if anyone else had any projects that they would like, and opened the table for discussion. Commissioner Cvengros posed some questions as to what we are able to utilize this grant for and asked about sidewalks. Commissioner Patton responded that there are certain restrictions. Secretary/Manager Eckhardt responded that we had considered sidewalks, however to make them ADA compliant, the costs would be significant, and we would not be able to complete much work. With sidewalks, we would also have to complete the household surveys. She stated that in the past we have used it for blighted properties, ADA walkways and the ADA restroom in Shouse Park. Commissioner Cook referenced that the office had made a recommendation of handicap parking by the multi-purpose room. He stated that another option may be the blighted property located on Spring Run Road. Secretary/Manager Eckhardt responded that she had spoken to Solicitor Start regarding that property, as it was involved in a bankruptcy, and it was determined that it would be much more complicated to move forward with demolishing a property while it is involved in a bankruptcy. She also informed the Board that this property was recently purchased through the bankruptcy by one of the neighboring properties, and they intend on either demolishing it themselves or fixing the property themselves. A motion to extend the handicap parking in the back parking area was made by Commissioner Cvengros and seconded by Commissioner Keller. A roll call vote found all Commissioners in favor of the motion.

Next was the motion to approve Resolution R-6-2013, which if approved will proclaim the week of May 19-25, 2013 as Emergency Medical Services Week. A motion to approve this resolution was made by Commissioner Patton and seconded by Commissioner Sabol. A roll call vote found all Commissioners in favor of the motion.

Discussion was held on the purchase of a Line Striper, Line Lazer 3400, in the amount of \$4,065.99. Commissioner Cvengros referenced that this item would pay for itself in three years. Commissioner Cook stated that he had some numbers, and the amount budgeted was for the amount of the machine and the beader that goes with it. He stated that there is no cost figured in for the labor, maintenance and storage of the machine. He stated that it has to be cleaned and

stored with mineral spirits and there was no money involved in that cost for the labor of the men. He stated that he added the cost of the public works employees, plus the FICA, unemployment compensation, health insurance, workmen's compensation, pension and uniform allowance, because these are all costs that go along with the labor. He stated that when they were here last time, it took them two days to stripe these roads, and that was with professionals that do this for a living. Secretary/Manager Eckhardt stated that our men do assist with this every year. Commissioner Cook responded that some of them do, but we only had two men last year. He thought only one had helped last year which is why we paid a little bit more so that we did not have to control traffic other than the police department. When you put everything together, he stated that the total is \$81.55 an hour, for sixteen hours, we're looking at \$1,304.00 for the labor cost on top of the machine. One of the comments in the notes was that we could do it more often, because we traditionally do this before school starts so that the lines are fresh on the roads for the kids. It has to be 55 degrees to paint, so we do this in September or late August. The next opportunity you are going to have to paint these is in May, which would then last through the summer. The idea of these crosswalks were for the children, and when you add in the labor costs, you are going triple the time it takes to pay for the machine. You have to maintain the machine, and the labor involved in maintaining it, his thoughts were that we only pay \$1,400 to have them come out and do it for us, and we are going to have that in labor. Commissioner Cook stated that we only have four months of good weather to do this, and the price had gone up last year so that we would not have to have as many people out for traffic control. He stated that we are not painters, and to spend \$4,000 on a machine that we use twice a year, plus the added labor, business wise it is not a good idea. Some more discussion was held on the storage and the materials required for the machine. Commissioner Cvengros commented that if we owned the machine we could save more money in the long run. Commissioner Cook responded that it depended on the life of the machine and whether we maintain the machine that we have. Commissioner Patton commented that the money would not be coming out of budgeted money, but the Liquid Fuels money, which is what we use to pay for our street lights. Commissioner Cvengros asked how much money was available in this account and it was responded that there was \$60,000 in the account right now. Commissioner Cook referenced that we still need \$48,000 over the next year for our street lights, and based on what we have in there, we have an extra \$12,000. In the past we have used this money for the mistake of the payoff on the Peterbuilt, we were able to take the money out of this account rather than our general fund. Commissioner Patton referenced that you can only use this account for certain things. Commissioner Cook stated that traditionally we do not use this money unless we absolutely have to. The reason we use it for street lights, it is the easiest way for the audit with PennDOT. More discussion was held on past purchases with this account, and Secretary/Manager Eckhardt commented that she would not want the board to get hung up on the proposed account for payment of this purchase, that if the board wished to pay for it out of the general account, or break it apart between the two. If the issue was the highway account, she would not focus on that as there are other ways to address the payment of it. A motion was made by Commissioner Cook that we not buy the line striper and revisit it another time if we have enough money in public works after we get our tax dollars in, and see what we have to buy. He also added that we are trying to budget for another five ton this year and he has some quotes from Saber on this and he thinks that if it comes down to spending \$4,000 on a line striper or putting \$4,000 into another truck to plow salt with, he thinks it would be a wise move to spend that money on a truck. The motion to not purchase the line

striper was seconded by Commissioner Sabol. A roll call vote was taken and all Commissioners were in favor of the motion.

Next, was the discussion and motion on the policy of handling complaints as recommended by the Township Building Inspector, Joe Luff. Commissioner Cook stated that he does not see much difference in this than what we have been doing; this is just more of a formal policy. We always ask if somebody calls on something, we ask that they come in and do a formal complaint and we get a name. If it is something hazardous, someone from the Township goes out and looks at it if the person doesn't want to leave a name, and if it is hazardous or dangerous we act on it anyways. Commissioner Patton made a motion that we accept the policy, and this motion was seconded by Commissioner Cvengros. A roll call vote found all Commissioners in favor of the motion.

Discussion was held on the paid time off benefits of the non union employees of Crescent Township. Commissioner Cook started it by stating that this was discussed in an executive session last month, and it was asked by one of the Commissioners that we put this on the agenda, so he wanted to open the floor to whoever wished to speak about this. Commissioner Keller stated that he was not in the executive session and he would like to hear the rationale of giving the employees their days off forever, this board and previous boards, and now all of a sudden we say we are not going to give it to them. He thought that even though the ordinance is there, and it is not specifically spelled out in the ordinance, he thinks that they have some ownership that they have allowed this to go on for so many years and he would recommend that instead of cutting it off, that they start with new employees, and that the employees that they have allowed this process to go on for years and years that we continue to. Commissioner Cook stated that we have a governing document that are guidelines that we are supposed to be following, and that is in the form of an ordinance. He stated that it is pretty clear as to what we're supposed to be doing. He does not know how it started or got going, but we're not doing what we're supposed to be doing, and he personally thinks that we need to follow the governing ordinance. Commissioner Keller stated that the ordinances are made right here at this table and to take a hardnosed stand on something that has been committed for many years and say that now we are going to enforce an ordinance that another board made and was overlooked and ignored. If we think that this ordinance needs to be changed, we can do that. He recommends that we allow the current employees who have already been receiving them to continue. He thinks that we can grandfather the employees in and if the board wants to go along with this ordinance for new hires they can do so. Commissioner Patton stated that it was not the past. These governing documents have been in place for years. We have three governing documents. We have the ordinance and we have employees that are covered under a police contract and that was passed five years ago, and we have employees that are covered under the public works contract and that was passed over a year ago. We have those that are covered under the ordinance and that ordinance was passed boards ago. Unfortunately, it has just become known that it has not been followed, so now we have to correct it and move forward. We are not asking for those paid time off benefits to be reimbursed, but we have to follow those governing documents. Commissioner Cvengros asked if employees had already used some of this time off this year and then it was cut off after the fact. She stated that if you let them use it since a person was hired, and it has never been an issue, then all of a sudden now it's an issue. She said that this should have been brought up in January. Commissioner Patton asked if she knew about it in January and Commissioner Cvengros

responded that since she started here, she knew that they were given it. Commissioner Cook asked if she knew what the ordinance said, and Commissioner Cvengros responded that it seemed like they were ok with it and as far as she is concerned she does not have any problem with it. Commissioner Patton stated that she did not know about it in January, and when she realized it, it was when it was brought to her attention. Commissioner Cvengros referenced emails from when an employee asked for some time off, and there was never anybody that stated they could not use a personal day to take off for whatever they might need to do and that is where her confusion comes from. If they received emails asking for time off, and it has been given to them from the time that they had started, and all of a sudden, this year, we did it a couple of times, and now we can't do it anymore. Commissioner Patton responded that the point is that they realized it wasn't being followed by the ordinance. Commissioner Cook asked who should be enforcing the ordinance and know what is in the book. Commissioner Patton stated that the governing documents are not being followed and mistakes were made and we need to move forward. Commissioner Patton is not saying that it didn't occur this year and last year and before, what she is saying is they did not realize that was happening based on the governing document. Commissioner Keller then added that we can change the governing document. Commissioner Sabol stated that this is a very sensitive situation and he thinks that they should discuss this matter further and not come up with a conclusion right now. He thinks that this should be something that they discuss here or in an executive session next time or something where they come up with some type of a conclusion because to just say we are going to do this or do that or something else, and he thinks that as a board they should get together and make a recommendation. Commissioner Cook asked Commissioner Sabol if he would like to make a motion to table this and Commissioner Sabol responded that he would like to table this matter for further discussion. This motion was seconded by Commissioner Keller. A roll call vote was taken and Commissioner Sabol, Keller, Cvengros and Cook were in favor of the motion with Commissioner Patton being opposed to the motion.

Next was the discussion and motion on the service of recycling being included in the 2014 garbage contract bid specifications. Commissioner Cook stated that by law we do not have to do this because of our size, and is costly. He does not know if our residents are ready to take another hit on the garbage. He wanted to know if we could bid this with an add alternate on it and look at the two different numbers. Commissioner Cvengros questioned whether or not any money could be made from the recycling and Commissioner Cook responded that it costs more to do it as they charge us to pick it up. He stated that it is more costly to recycle and that is why we have not done it in the past. Commissioner Keller asked if we were currently paying for the recycling. Secretary/Manager Eckhardt responded that the pickup of the recycling bin was written into our current contract, but there was not a specific cost for it. Commissioner Keller thought that we should put this off for further discussion and collect some more numbers on it. Commissioner Cook responded that we will not know until we bid this out what it is going to cost. Commissioner Cook stated that he would like to see a motion on the table that we bid this with an add alternate as to what we are doing now and what it would cost to change to a recycling. We would get two bids on it that way and you would see what it is going to cost you to have it picked up at the curb. Commissioner Cook made a motion that we bid this with an add alternate for recycling. This motion was seconded by Commissioner Patton. Secretary/Manager Eckhardt stated that she would like clarification on the terms of what we are wishing to put in the add alternate. She asked if we were looking for weekly or bi-weekly pick up, stating that the costs

would be different, so she wished to have the information beforehand. Commissioner Cook asked if our residents wanted to store their garbage for a week or two weeks, or do they want to be able to put it out once a week and have it taken away. More discussion was held on the collection of recycling. Commissioner Cook indicated that he would like for his motion to include a weekly pick up of recycling. It was verified that Commissioner Patton wished to include this in her motion as well. Some more discussion was held on the weekly versus bi-weekly pick up and the amount of recycling taking place in the Township. A roll call vote was taken and all Commissioners were in favor of the motion.

Next, was the discussion and motion on the Board's interest in moving forward with an alarm permitting ordinance. Commissioner Cook indicated that there was information in the packets including a sample ordinance from Moon Township, as well as some numbers regarding the dispatch calls seen a year. He referenced that the information included 443 dispatch calls from Moon Township. According to our Chief, we have over 1,500 calls for service a year. We would have to do some type of permit system, whether we want to charge a fee for it, the main thing would be getting a hold of a key holder to turn it off. He came in and discussed this item with the Chief, to determine how big of a nuisance it was, and it is mainly a few businesses. Chief Zimmel stated that between residents and businesses they respond to calls for alarms that go through dispatch. He and Secretary/Manager Eckhardt discussed this and he referenced the procedures in place relative to Moon Township's permitting. He indicated that in Crescent Township it is not a chronic problem. Commissioner Cvengros stated that more and more people have safety issues, and there may be an increase in alarms. Questions were posed by various board members and discussion was held on the terms included in the ordinance. Secretary/Manager Eckhardt indicated that the terms can be specific to the Township's wishes. She stated that the alarm company can register, or the home owner can. There can be a fee up front or none at all. After so many false alarms you can charge the resident. She referenced that the purpose of this would be for habitual problems, and she spoke with Chief Zimmel, and they do not believe that we have any habitual problems in the Township, but this seems to be the way that other municipalities are going, and they wanted to bring it to the Board to see if it would be beneficial. You can make the provisions as specific as you want, at this time it would be determine whether the registration process was wanted, and the details could be determined later. Commissioner Keller stated that he could see a definite benefit to the police department knowing each residence that has an alarm service. Chief Zimmel stated that this was true, and he referenced places where they have previously been called to, but stated that he does not have a complete inventory of everyone that has an alarm. Commissioner Keller then referenced that having information about a key holder is more important than anything because you have to know when that alarm goes off, who to call. Chief Zimmel indicated that right now they have to rely on dispatch speaking with them. Commissioner Cook stated that he thinks that Moon Township probably has more alarms than we have residents, and he thinks that for the amount of alarms we have, he does not think we are big enough to worry about this. He thought it was overkill for our little community. Commissioner Patton indicated that there would also be a cost involved in advertising an ordinance, with putting the ordinance together and the legal fees and advertising involved. Commissioner Keller stated that he can see advantages to it, but the information is available. More discussion was held on the process that the police department currently goes through with dispatch. Commissioner Cook made a motion to not enact an alarm

ordinance. This motion was seconded by Commissioner Keller. A roll call vote was taken and all Commissioners were in favor of the motion.

Last, was the motion to sponsor a hole for the COG's Annual Golf Outing. Commissioner Cook asked what the cost on this was and Commissioner Patton responded that it was \$50.00. A motion to approve sponsoring a hole was made by Commissioner Patton and seconded by Commissioner Cvengros. A roll call vote found all Commissioners in favor of the motion.

## **PUBLIC COMMENTS**

Lauren Schukart of 962 Harper Road referenced that she had spoken to Commissioner Cook prior to the meeting and had wanted to know if the engineer was going to be at tonight's meeting. She indicated that Center Township had an article in the paper the other day that they are having their engineer look into regulations about seismic surveys. She referenced that Commissioner Cook had indicated to her that they had told Seitel they cannot come in to the Township. Commissioner Cook responded that we have told them they cannot do Huntsridge and we voted at the meeting. We repealed it, because originally we let them do it, until we got the response from the audience, because none of us really understood it. We reversed our decision on it and told them they were not allowed in there. He indicated that others, as property owners, have the right to either let them or not to let them. We as the Township, this ordinance that Lennon Smith Souleret is putting together for us to review, and he imagines would control and have a fee involved. He indicated that he has not seen the ordinance, but it would be a control factor. Lauren Schukart indicated that she had seen Moon's last board meeting, and they talked about the geo cones, which are spikes going in to the ground. They are requiring this for slide prone areas, which is a big word in this Township. They must be checked by a geotechnical engineer prior to doing the work, and they will be bringing it in on roads, which will involve convoys of trucks. They will be put down vibrate pads and vibrate the ground, which will be able to be felt by the homes. Moon is requiring them to do their own traffic control, so police do not have to be involved. Energy sources will go into the ground, and they are supposed to be 75 feet from the road. The DEP requires a 350 foot buffer zone. Solicitor Start indicated that he engineer is moving forward on this and will be issuing a document for next month's meeting. Lauren Schukart referenced some other requirements made by Moon Township, and stated that these were the items she was concerned about for our Township. Solicitor Start indicated that our engineers seem to have a wealth of experience on this, and he thinks that she will be happy with the document.

Natalie Nobile Shoop of 1272 Needham Street asked if anyone had checked their permits yet. She said that they have not really started doing anything here yet, but another thing that was brought up was that when they checked the permits, they were not legitimate. They had not gone through Harrisburg. Commissioner Cook stated that he did not believe any permits have been applied for, to our knowledge. She referenced that when people requested the permits, they were provided, but when you checked with the DEP, they were not valid. Commissioner Cook stated that we do not know a whole lot about this, which is why the engineer is looking into this. Solicitor Start indicated that we are moving forward, and he is supposed to be meeting with him next week. It was indicated that we would hopefully have a template for next meeting.

Dorothy Cardimen of 534 Henggi asked what had happened to the alerts through Nixle. Commissioner Cook indicated that it was in house, through the police department and the alert would come out to the police department and they would go online. Chief Zimmel indicated that originally it was free, but in 2011 they were going to start charging a fee. Commissioner Keller stated that they later dropped that fee, but the concern was the involvement that it took for someone to create the alert.

Judy Withee of 500 Crescent Blvd Ext stated that after last month's meeting ended abruptly, she felt it necessary to respond to the comments made by Mrs. Patton at the April 2013 Township meeting. She stated that unlike Mrs. Patton, she did return a phone call to Jenny Wagner of the Beaver County Times. Ms. Wagner left a message at her home and she called her back. She contacted her because she had heard from another individual that she was at the January business meeting. Judy Withee did acknowledge she had attended the January business meeting. Ms. Wagner then asked if she heard Mrs. Patton make the statement at the meeting that she did not anticipate an increase in our taxes. Again she acknowledged that is what Mrs. Patton stated. From the minutes of the January meeting, "Commissioner Patton reported that on December 20, 2012, Judge Gallo from Allegheny County Courts ruled in Crescent Townships' favor to increase property taxes in excess of the 5% in the reassessment year. The board of Commissioners then held a special meeting for the final 2012 budget on December 27. The budget was approved and the residents will not see an increase in their township tax year bill for this coming year." Ms. Wagner then asked if Judy had received her property tax and did my tax increase? She then pulled out her tax bill, and compared it to the 2012 receipt. Yes, her property tax did go up about \$100. She did state she had expected a small increase in her taxes, even though the millage was reduced, because her property value had increased. However, she was surprised to see an increase of \$100. All of this was reported accurately in the Beaver County Times. She guesses that if you want things reported correctly, or as you see them, you should return calls.

Once she heard over the Moon Township Police Scanner this past fall that two Crescent Commissioners, Patton and Sabol, were waiting to speak with Moon Township Police, she contacted the Moon Township Police Chief, Leo McCarthy, and asked if the rumors that were circulating were correct, that two of our commissioners met with him and other police officials to discuss the possibility of Moon Township Police taking over our police department. He informed her, yes he did meet with Commissioners Patton and Sabol and a preliminary discussion was held regarding Moon Township Police patrolling our township. She then mounted a campaign to keep our police department and she even stated at a public meeting that she would agree to a tax increase in order to keep our police, and she stands by that statement. However, in the petition filed with Allegheny County Court of Common Pleas, the need to increase taxes over the 5%, the only possible mention of the police department was the need for a municipal vehicle replacement. The reasons for the Petition to Approve Tax Levy were: McCutcheon Way, and the money had already been set aside last year for this project, Sign Management, Storm Water Management, Workers Compensation Insurance, Vehicle Replacement, and she was not sure of the total request for police or road department vehicles and street paving. As far as talking with the Beaver County Times being a political issue, nothing could be further from the truth. She is not running for Commissioner, and has nothing to do with

setting tax millage or preparing a budget. Apparently Mrs. Patton feels being polite and returning a phone call is political.

Commissioner Patton responded “Very good, Judy, very good.”

Anita Lasek of 1361 Front Street wanted to state that she was also contacted by the Times because her name was used and in the minutes from the last meeting. She referenced that she had pulled out her bill as well and stated that she had not been to many meetings so she was not really a good person to speak to. She commented that as Judy Withee had stated that if you want the information accurately reported, you should at least find out what they are reporting about. If you want to say no comment, say no comment, but her personal opinion is the fact that they contacted her as well, and has been contacted in the past, she tells them what she can. She also wanted to comment on someone going around the Township regarding the assessment, and what this Township is using as a basis. She referenced the information on the County’s website regarding the full market value and the assessed value. In her opinion, the County is misrepresenting the data, and possibly confusing the issue. There are several exemptions that the County takes when they come out with the assessed value that they use in that column. They are already taking out the dollars that they are using for the exemptions for the homestead, farmstead and abatements that people can qualify for by applying through the county. They should be stating it as the full market value being the 2013 full county assessed value and then they should also state that the County assessed value with the deductions listed. If they would do that she thinks that there would be less confusion, and we could avoid any issues.

Commissioner Cook stated that he was going to address this under Commissioner comments, but he would answer her questions now, and the public’s because he wants to put this to rest. He referenced the flyer that was emailed to him and read it aloud. It stated “we feel the Township is over taxing us. The Ordinance reads that the Property tax is based on the “assessed Valuation”; however the Tax is actually based on the “Full market Value” of your property. The Ordinance is their golden rule that must be followed; our hands are tied as to how the Ordinance is written. Monthly Township Meeting Thursday May 9 at 7:30 p.m.” There was also a copy of the Ordinance included. Commissioner Cook stated that if you look at the Ordinance, this is the same Ordinance that has been used for many years, because we just readjust the millage or whatever it is and we pass the Ordinance in December before the end of the year. On March 1, Allegheny County Council passed a new homestead act, where you own your home for ten years and it is your primary house you got an \$18,000 tax credit for the house. This was not for the property. On their site, they show you your full market value for your house, which is the assessed value. If anybody remembers when they got this paper in the mail, it said on it that the Department of Administrative Services, Office of Property Assessments, court ordered reassessment notice of 2013 value, and when you turned it over and looked on the back it broke everything out. It gave your old value of your house. He referenced the notice that he received and shared the information that was on it. He stated that when the assessed value of your house, by Allegheny County Assessment Board, not the County Treasurer, and not the Tax Board, sets the assessed value of your house. That is what Crescent Township uses to base their taxes on. We do not have an ordinance for a Homestead Act. That is something that the Allegheny County Tax Department passes. So you pay your assessed property is the total market value of your house

and that is what Crescent Township bases this on. No one is over charging anybody, and as Anita said that second number is after you get your homestead act from the county.

Anita Lasek responded that the County's website, the way they state that in there is very confusing and she wished that they restate exactly what it's based on. Commissioner Cook stated that he agreed that it is confusing for people, but if you back prior to 2004, when we went through the first reassessment, our taxes were based on like 25% of the market value, but your millage was higher and when the reassessment came through, they changed it and went to a 100% assessed value, and everyone lowered their millages to stay within there. Crescent Township is not overcharging anybody. We're within the ordinance that is written and we are not doing anything wrong. He asked if anyone else had received this letter in their mailbox. He stated that Anita was a little upset that someone had been in her mailbox and had her personal information and stated that it is a federal offense to be in someone's mailbox and if anyone has a camera in the neighborhood, he would recommend that you prosecute them for being in your mailbox, because they do not have any business being there.

Dorothy Shutka of 721 Pine Street stated that she has been a resident for over 26 years and she was here to follow up from the attendance of several meetings discussing the commercial dumping of large concrete slabs on a right of way that has been abandoned. She has had a survey of her property completed and she provided this survey for the board's review. She then provided information on the specifics of the property. She stated that this is where the dumping has been occurring, and now there is more than just the concrete. She referenced that he had apparently been cited and he appealed it in the local court, and a reliable source informed her that on March 26, most of the cases on these types of issues were dismissed because the Solicitor and the Building Inspector were not present. The only reason why hers was not thrown out was because the resident of 717 Pine Street had incriminating photos that he had taken himself, and got himself in trouble. He was given 120 days, which is up on July 23<sup>rd</sup>. This is a dangerous situation. She continued to provide more information on the situation and referenced more ordinances that this resident may be violating. She feels threatened by the individual as he is spotting and taking photos of her and her daughter. She also relayed that his pit bull was released on to her property to attack her daughter and her daughter's dog. She believes that she has filed charges of harassment. She feels that something bad is going to happen. Commissioner Cook asked if we could step up the police patrols there and Dorothy Shutka responded that they have been. Commissioner Cook responded that he believes she and Chief Zimmel need to speak, and Dorothy Shutka responded that she knew she was coming to this meeting, which was why she did not call the police that night he was spotting. She then referenced the dumping issue again and referenced that he has not been paying his taxes and doing all of these things. She is fighting to get something cleaned up, that is making her property lower in value that she is paying taxes on. She questioned why the building inspector and Solicitor were not there. Commissioner Cook asked whose citation was it, whether it was the building inspector or the police station. Chief Zimmel responded that it was out of the police department. Dorothy Shutka indicated that the judge had stated the building inspector should be there. Chief Zimmel responded, he was there and he testified on behalf of the citation. He was sent a letter and did not comply and was therefore cited. He requested a hearing and was found guilty at the Magistrate's office, and he appealed that downtown. Chief Zimmel attended that hearing and testified and the judge chose to give him 120 days to rectify the situation. Dorothy questioned whether it was ever discussed that

the building inspector should be present. Chief Zimmel provided some more information on all of the incidents that Dorothy Shutka had referenced stating that every time something has happened we have responded. He stated that the board needs to know the complete picture of the situation. He cannot go up there and move the concrete slabs himself, but as far as the comment about the solicitor being present, the tip staff is who had stated that. They stated that on ordinance violations like this, they want the Solicitor there, as well as the officer who issued the citation. Either way, he still testified, even though the Solicitor was not there. This did not cause for the case to be thrown out. More discussion was held on the situation. Commissioner Cook ended the discussion stating that all we are doing is arguing now. This is a neighborhood battle that is escalating that is all charged by emotion. We are doing everything that we can do, and referenced that he had asked to pick up patrols and she had indicated that we are already doing that. Everything that she has told us we have dealt with and there is no more that we can do at this time. He suggested from this point here, that she and Chief Zimmel have a meeting because it is out of order at this point. She has stated her case and we have given her a rebuttal and we keep going back and forth with the same thing. We are not doing anything except getting mad at each other and we do not need to do that. He stated that there is no more to be said. She responded that she thinks she has done everything; come to the meetings, discussed it with the proper people and not approached this person at all. To say that this is emotionally charged is wrong. Yes, she is emotional about her daughter getting attacked by this man, but somebody dumping concrete on a property that is not theirs, causing a possible danger, is not emotional, that is the law. Commissioner Cook asked if we were trying to enforce the law, stating that we are in court and the judge gave him 120 days. Solicitor Start stated that we cannot do anything during the 120 day period, and it may be more effective to deal with this by meeting with the Chief of Police and police officers privately, than at a public meeting. Some more discussion was held regarding her issues with the resident indicating why she was upset with the emotionally charged comments. Commissioner Cook stated that the resident is court ordered for whatever the time period is, and we have done everything that we can possibly do. Dorothy Shutka thanked us for everything we have done and asked what happens at the end of the 120 days. If she wants to come down she does not think anyone should be questioning why she is at the meeting.

James Horvath of 719 Pine Street stated that he was at the hearing and thanked the Chief for being there and representing the Township. He answered all of the questions the judge asked as best he could, but there were a few questions that he could not answer because he is not the building inspector and the judge commented that next time, he would like to see the inspector there because of the questions that he asked. He stated that the Chief was instructed to get these people there, and the Chief had responded that he could not, and asked what he was supposed to do. The judge replied that he did not care what he did, but they needed to be there. He stated that everything Dorothy Shutka is telling us is true. Every time they go to this property, they are harassed. He referenced the documentation he has to show what he has put them through. His concern is that when his date comes up, will the inspector be there, or will the judge be throwing this out. He stated that it is a safety hazard, and referenced more areas of concern. He stated that there is something wrong, and this resident has a problem of some kind, and his concern is are we going to have the proper people at his hearing so the judge can make a good decision on what he should do with the resident. He would hope that the Township would step up and do something before he has to get involved. Commissioner Cook responded that he has spoken with him many times on this, and he does not know what the Township is not doing because he has

seen the reports and the calls that are going out on it. He does not know where to go with it at this point, because he believes that they are answering the calls and citing for things that are happening. It is in court, and he does not think that the Township is turning a blind eye to it. He referenced how many times we have cited him, and the best thing that could have happened was when he went to court, they would not have given him 120 days, but that is beyond our control. We cannot tell the judge what to do. He is sure that when we go back, Chief Zimmel knows what is expected now. Solicitor Start responded that if there is another hearing on this case, make him aware and he will be happy to attend, and the inspector can as well, and the judge will not have any excuse. James Horvath commented that he appreciates everything that is being done, but asked that the Township look into other options before someone gets hurt. He is very concerned for Dorothy Shutka, stating that he likes to lurk and be in the darkness. Commissioner Cook responded that he has some ideas that he is going to share. More discussion was held on some of the incidents with this resident. Commissioner Cook stated that when they come down here to discuss it, it is public. They could possibly catch him if he is doing something up there, as soon as it gets out on the street that they were talking about him, it stops for awhile. James Horvath asked that if someone can be at the next hearing, so the judge does not throw it out. He does not want to see a child get hurt.

Harriet Lewis of 222 Jackson Street wanted to state that at the last meeting, Noreen Brennan made the remark that she remembered when money was stolen from this office. The money did not belong to the Township, the money she was referring to was civic club money that was donated to go to Noreen Brennan eventually. Commissioner Cook responded that it was for the sesquicentennial. Harriet Lewis responded that this was how many years ago and questioned why it was being brought up at this late date, just to have a remark to make. If you do not know the facts, do not state them, because no Township money was stolen. She has been involved in this Township for the past thirty years and to her knowledge not one dime has ever been stolen by anyone from this Township. That money was missing and we do not know what happened to it. Commissioner Patton responded that she did not believe Noreen Brennan said stolen and Commissioner Cook responded that we should check the tape. Harriet Lewis responded that it is time to forget about that money. Commissioner Patton stated that she cannot forget it because of the fact that she was accused at a public meeting.

## **COMMISSIONERS COMMENTS**

Commissioner Keller thanked everyone for coming and the lively discussion.

Commissioner Cook thanked everyone for being here.

## **ADJOURNMENT**

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

Certified as a true and correct copy.

Respectfully Submitted,

Patience Eckhardt  
Secretary/Manager

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(Seal)