

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
April 9, 2015**

On April 9, 2015 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 7:00 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

Senator Matt Smith lead the Pledge of Allegiance

**ROLL CALL**

Those present - Commissioners: President Jerry Keller, Vice President Todd Miller, Joe Sabol, and James Meredith

Secretary/Manager: Kellie Crago

Solicitor: Richard Start

**PUBLIC COMMENT ON AGENDA ITEMS:** None

**APPROVAL OF MINUTES**

Commissioner Keller asked for a motion to approve the March 12, 2015 business meeting minutes. Commissioner Sabol made a motion and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion carried.

**TREASURER'S REPORT**

The Treasurer's report dated March 31, 2015 was presented to the Board for their approval. A motion to accept the March 2015 Treasurer's Report as received was made by Commissioner Miller and seconded by Commissioner Sabol. A roll call vote was taken and found Commissioners in favor of the motion.

**LIST OF BILLS**

The list of bills was presented

The funds removed prior to the monthly meeting	\$ 0.00
Invoices due	\$ 29,169.56
Estimated payroll for March	\$ 46,000.00
Highway Fund for street lights	\$ 3,500.51
The total estimated bills for March	\$ 78,670.07

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

**CORRESPONDENCE**

Ms. Crago stated for the month of March the following correspondence were received:

- Creswell Heights Joint Water Authority annual drinking water quality report for 2014

- Moon Township Municipal Authority Flaughtery Run Wastewater Treatment Plant municipal wasteload management report
- Creswell Heights Joint Authority meeting minutes from February 2015
- Notice from Portnoff Law Associates regarding record retention prior to year December 31, 1998
- The Allegheny County 2015 Real Estate Tax Millage listing
- The Legislative Locator
- The Spotlight from PMRS
- Received notice from LSSE regarding the inventory of Post construction stormwater management best management practices and the conditional use application
- Notice from Duquesne Light Company that they will be entering into Crescent Township within the next couple of weeks and will be replacing some residential meters. They will be contacting each resident before entering the property. DQE has contracted with Wellington Energy , Inc. to handle the meter exchanges

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

Ms. Crago reported the administrative office completed the following in the month of March:

- Worked with the township auditor regarding the 2014 annual audit
- Handled right to know requests
- Sent public nuisance letters to certain property owners regarding property maintenance issues.
- Worked with Jordan tax service regarding the mailing of the 2015 garbage bills
- Completed webinars pertaining to Neighborhood revitalization , Stormwater Management , Open Records and RTK, Record management, and Comprehensive Safety Program
- Received a conditional use hearing application
- Worked with the geotechnical engineer regarding Riverview Road
- Worked on documentation regarding the West Hills DUI Task force
- Was in contact with PNC regarding maintenance fees
- Filed a PA Treasury Unclaimed property form for the township
- Reviewed delinquent tax accounts
- Worked with the solicitor's office updating ordinances
- Handled all the accounts payable, account receivables, payroll and day to day activities of the township

### **SOLICITOR'S REPORT**

Solicitor Start reported his office reviewed the Zoning and Planning Code as well as multiple correspondence regarding those Codes and related issues, reviewed a report from the Township engineer, prepared and filed three (3) Municipal Liens against properties due to property maintenance issues, reviewed the proposed PennDOT Agility Agreement along with reviewing issues with the appointment of a Deputy Tax Collector. Their office also reviewed Compliance Audits from the Auditor General's office regarding Police and Non-Uniform Pension, they have begun preliminary review of documents relevant to a Communication Tower proposed for placement in the Township, and they have reviewed documents and a proposed Resolution regarding participation in the West Hills DUI Task Force.

## **ENGINEER'S REPORT**

Ms. Crago reported for the Township Engineer. During the month of March LSSE issued a letter dated March 24, 2015 regrading the inventory of Post-Construction Stormwater Management (PCSM) Best Management Practices (BMPs), GBBE was authorized to perform geotechnical investigation. They also issued a letter dated March 23, 2015 regarding the Conditional Use Application

## **PUBLIC SAFETY**

Commissioner Miller reported for the month of March there were:

- Calls for service 101
- Assist other police departments 6
- Medical calls 5
- Total citations issued for the month 12
- Arrests 3
  - DUI, Forgery, theft, receiving stolen property, probation violation, and a bench warrant- Butler County
- Police Cars total miles traveled 2,623

The following repairs were done on the police cruisers:

- 106- oil/filter replaced at Grady's
- 107- oil/filter replaced; left rear turn signal replaced at Grady's

A Crescent resident sent a thank you card to the Police Department for the officer's service to the township, including words of encouragement regarding the negative media attention of police. On March 14, Officer Scott participated in a DUI roving patrol in Crescent Township as part of the West Hills DUI Task Force. Officer Scott then assisted Moon Police on a burglary in progress call, requiring him to assist in a search for suspects. There were no DUI arrests. Chief Zimmel, Captain Longerman and Officers Laffey and Hartman attended mandatory in-service training as required by MPOETC. The department is accepting applications until April 15, 2015 for part time officers. In October 2014 the Chief reported a 55 year old white male suspect was arrested for the following crimes: rape, indecent assault, endangering the welfare of a child, corruption of a minor, statutory sexual assault, incest, aggravated indecent assault, and involuntary deviate sexual intercourse. This incident was first reported to former Crescent police officer Michael Lopata. A request for assistance was made to the Allegheny County Police General Investigations Unit. The Chief was informed yesterday that the suspect pleaded guilty to the above crimes and received a sentence of 25-50 years' incarceration and also must register as a lifetime sex offender. He personally wanted to thank Officer Lopata and Detectives Adams and Restori for the outstanding work they performed in this investigation.

## **PUBLIC WORKS**

Commissioner Meredith reported the department completed the following for the month of March:

- Plowed and salted roadways
- Patched potholes throughout the Township
- Cleaned and emptied garbage at the hockey deck
- Repaired the spot lights at the monument and municipal building

- Washed trucks and backhoe
- Cleaned out garbage bays and sediment traps at municipal building
- Replaced several street signs in the Wireton area
- Posted flyers for the Easter Egg hunt
- Removed leaves from several areas at Shouse Park
- Repaired plow and gate on Peterbuilt truck
- Removed and properly disposed of old computers, printers, and monitors
- Painted the copy room and main entrance area
- Worked on MS4 records
- Attended flagger and storm water management training courses
- Excavated sub base for the playground equipment at Shouse Park
- Picked up garbage along McGovern Blvd.

Commissioner Keller noted there is a flag at Shouse Park that is not being illuminated at night. Commissioner Meredith will be discussing with the foreman some ideas on how to correct this issue.

## **FINANCE**

Commissioner Keller reported the township is 25% through the fiscal year. About 30% of the revenue has come in and the departments have spent 21.44% of the funds. Vacations have not yet begun so, when they start there could be an impact on the expenses.

## **PARKS AND RECREATION**

Commissioner Sabol reported the Easter Egg hunt was held on April 4. Approximately 100 kids attended the event. The Recreation Board wanted to thank Commissioners Sabol, Keller and Meredith along with the road department, police department and girl scouts. Also they would like to give a big thank you to the Easter bunnies and baby bunny for attending the event.

Commissioner Sabol reported the Parks board met on April 2. Thank you cards were purchased and will be mailed out to the businesses that donated items for the basket raffle. The playground equipment has been installed at Shouse Park. There was discussion on purchasing fence materials to place near the Huwar pavilion. The annual Davies clean-up was given the option to hold the event on either a Friday or Sunday this year due to Moon Township baseball using the field on Saturday. The office is waiting to hear back on the exact day. There was discussion on holding a July 4 event this year. The members will look to see the cost of rentals and will be discussed at next meeting.

## **FIRE DEPARTMENT**

Denny Lewis reported for the Fire Department. So far this year the department has responded to 25 incidents. In March there were 5 structure fires. Three of them were mutual aid to Moon Township and the remaining two were in Crescent. The township fire was major along Prospect and rekindled the next morning. Mutual aid came in from the Sewickley and Moon fire departments. The firefighters acted quickly to save the structures next door, including Commissioner Miller's house. There was one vehicle crash and one flooding incident in the month they also responded to also. The Chief attended several association meetings and several members attended out-service training. Monday training continues weekly and the department is always looking for new members to be active firefighters and support personnel.

Commissioner Keller recognized the gallant efforts of the firefighters while working on the fire on Prospect Street.

#### **VALEY AMBULANCE**

None

#### **EMERGENCY MANAGEMENT**

Denny Lewis reported he and the Fire Chief met with the Red Cross regarding using the Fire hall as an evacuation center. The hall will be certified and the secondary building will be Bon Meade Elementary. They are also working on updating some of the manuals.

#### **OLD BUSINESS**

Commissioner Keller noted the first item under old business was the discussion and motion to approve the advertisement of Ordinance No. 558 which will amend Chapter 740 entitled "Excavation or tunneling in streets or other public places" where Section 740.03 Fees will be updated to require payment of fees by for-profit entities. Also, Section 740.15 Violations and Penalties will be added which will impose a penalty if proper procedures are not completed. Commissioner Miller made a motion to advertise the ordinance and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

#### **NEW BUSINESS**

The first item under new business is the discussion to approve the hiring of part-time Police Officer as recommended by the Civil Service Commission: Michael Monaco. Commissioner Miller made a motion to hire Officer Monaco and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The second item was the discussion and motion to approve the advertisement of Ordinance No. 559 whereas, the phrase "Part Time Policemen" is utilized in several contexts of Chapter 154 and will be updated and changed to the phrase "Police Officer". Commissioner Miller made a motion to approve the advertisement of Ordinance No. 559 and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The third item was the discussion and motion to approve June 27, 2015 as "Clean Up Crescent Day". Commissioner Sabol made a motion to approve June 27 and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The next item under new business was the motion to appoint Tim Palko to the Zoning Hearing Board with a term ending 2016. Commissioner Miller made a motion to appoint Tim Palko to the Zoning Hearing Board and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The fifth item under new business was the discussion and motion to approve Resolution R-5-2015, which will appoint Catherine L. Tress to the position of Deputy Tax Collector for Crescent Township. Commissioner Sabol made a motion to approve the Resolution and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The sixth item was the discussion and motion to approve Resolution R-6-2015, which will recognize the Township of Crescent's involvement with the West Hills DUI Task Force. Commissioner Sabol made a motion to approve Resolution R-6-2015 and was seconded by Commissioner Keller. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The seventh item was the motion to advertise the change of the May 19 scheduled workshop meeting to May 20 which will be held at 6pm. Commissioner Miller made a motion to advertise the change in the workshop and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The next item under new business was the discussion and motion to approve a lawn care maintenance contract for the township property and parks for 2015. Commissioner Keller noted that the commissioners received four quotes. Commissioner Meredith noted the lowest quote was received from Everything Outdoors and references have been checked by the foreman. He thanked Harvest for the service they have provided to the township over the years. He made a motion to approve Everything Outdoors as the 2015 lawn care maintenance provider for the township. Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The ninth item on the agenda was the motion to approve the resignation of Leo Laffey from his position of Emergency Management. Commissioner Miller made a motion to accept his resignation and was seconded by Commissioner Meredith. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The tenth item on the agenda was the discussion on the municipal trash dumpsters. Commissioner Keller noted the dumpsters are being abused and individuals are throwing electronics, paint, anti-freeze, construction materials and other illegal items into them. It was noted Valley Waste will not pick up electronic devices and hazardous materials. Commissioner Miller made a suggestion to purchase a video system to monitor the dumpster area during the day and evening. He would like to see a sign made indicating the area is being monitored and a penalty will be imposed if illegal dumping takes place. He noted the dumpsters were originally offered to help stop illegal dumping throughout the township. Suggestions were given to residents on where to dispose of electronic and hazardous items. A resident can contact the municipal office for additional places and times. Residents were asked to use the dumpsters in a proper fashion. Commissioner Miller made a motion to purchase video equipment not to exceed \$1000 to be used to monitor the garbage area and have the public works employees install the equipment. Commissioner Sabol seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The eleventh item was the motion to advertise to receive bids for the 2015 road program which pertains to the following streets: Reynard Drive, McKee Street from Division Avenue to Porter Street, and add alternative McKee Street from Division to Jeanette St. Commissioner Keller stated it was previously agreed upon by the board to approach Moon Township and go together on the road program to hopefully save money. The office had contacted Moon in a timely manner. Although personnel changes at Moon produced an earlier advertised bid than in years past. Moon welcomed Crescent to participate in the bid program for next year. Commissioner Sabol made a motion to advertise the road program and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The last item on the agenda was the discussion and motion to appoint Jim Koepfing to the Planning Board with a term ending 2016. Commissioner Miller made a motion to appoint Mr. Koepfing and was

seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

## **PUBLIC COMMENTS**

Harriet Lewis 222 Jackson Street stated there is an open spot in the fence near the garbage dumpsters located at the municipal building. When residents dump garbage on the ground near the dumpsters, it travels under the fence and on to her property and it is a mess. She feels the dumpster are being abused and should not be offered to residents. The dumpsters should only be used by the employees at the building or renters of the room. Residents should be responsible for having their own garbage picked up at their house. Someone dumped a whole couch into one of the dumpsters so anything that was placed in the dumpster fell out onto the ground. On April 22 the Moon Area Superintendent will be coming to the Civic Club to speak with the ladies. Everyone is welcome to attend the meeting.

Diane Hetzer of 232 Spring Run Rd was concerned about the road and wall near her property. She feels the road is starting to separate and the wall may be collapsing and could damage her gas line.

Dorothy Cardiman of Hengii Drive stated the portion of Crescent Blvd Ext from Spring Run Rd to Bigelow has been patched over the years. She would like to see the whole road paved all the way back to the new plan so it would look uniform and if it could be put on the road program for next year. Also the couple times she had tuned in to the TV viewing of the meeting, the audio portion has been muffled and would like it to be a little more clear.

Denny Lewis for the Fire Department wanted to amend his report. He wanted to thank Valley Ambulance for responding to the fire on Prospect Street. They set up a rehab station. He thanked both the Crescent and Moon police for monitoring the roads. He then reminded everyone to take shelter if there is severe weather and not try to video tape it.

## **COMMISSIONER COMMENTS**

Commissioner Meredith wanted to remind the board and everyone how much money the MS4 program is going to cost the township. The mandated program is unfunded. The foreman has begun reviewing catch basins and there are a number of them that need to be repaired and they are expenses and time consuming.

Commissioner Miller wanted the residents to know that our garbage collectors will take couches at the curbside. The only items they will not take are illegal items and those are the same items that cannot be dumped in our dumpsters. Regarding the fence abutting Mrs. Lewis' yard, he will see if public works can repair the area of concern. He responded to Ms. Hetzers' concern and noted Spring Run Rd was a county road. He will have public works contact Allegheny County regarding the area. He replied to Mrs. Cardiman's request about paving Crescent Blvd Ext. He explained the township will look into the cost but cannot promise anything because there are roads throughout the township that are crumbling with no base left. Those are the roads that will be repaired first. The township is looking into a comprehensive plan to get a better idea of replacing roads for the next ten to fifteen years. The commissioner wanted to thank the following regarding the fire that occurred on Prospect: The fire departments( Crescent, Moon and Sewickley), the Moon and Crescent police departments, Valley Ambulance, Red Cross, the residents of the township and their friends.

Commissioner Keller commented on the unfunded mandate regarding the MS4 program. He stated Crescent will do the best it can with the money we have. He feels these unfunded mandates keep piling on and it will force the township to review the tax structure, which the township is not looking forward to. As Commissioners they struggle everyday concerning the road program, mandates, overtime, personnel

and down a list of items that need attention. He appreciates all the volunteers and the time they offer to the township, plus the support from the appointed boards.

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 8:00 PM

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Township Manager / Secretary