

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
May 14, 2015**

On May 14, 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.

Curt Baker, Moon Area Superintendent led the Pledge of Allegiance

**ROLL CALL**

Those present - Commissioners: President Jerry Keller, Vice President Todd Miller (arrived at 7:14pm), Joe Sabol, and James Meredith via telephone

Secretary/Manager: Kellie Crago

Solicitor: Bill Rodgers

**PUBLIC COMMENT ON AGENDA ITEMS:** None

**APPROVAL OF MINUTES**

Commissioner Keller asked for a motion to approve the April 9, 2015 business meeting minutes. Commissioner Sabol made a motion and was seconded by Commissioner Keller. A roll call vote was taken and found Commissioners Keller, Sabol and Meredith in favor of the motion. Commissioner Cook abstained due to the fact he was not at the meeting. The motion carried.

**TREASURER'S REPORT**

The Treasurer's report dated April 30, 2015 was presented to the Board for their approval. A motion to accept the April 2015 Treasurer's Report as received was made by Commissioner Sabol and seconded by Commissioner Cook. 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	\$	26,186.40
Invoices due	\$	44,603.03
Estimated payroll for March	\$	48,000.00
Highway Fund for street lights	\$	3,500.51
The total estimated bills for March	\$	122,289.92

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

## **CORRESPONDENCE**

Ms. Crago reported the office received the following correspondence in April: A copy the Township of Moon's DCNR grant application, notice from Portnoff regarding proceedings on a judgement for delinquent garbage, Moon Township Municipal Authority minutes from their March 18 and March 24 meetings, the PLGIT monthly market review, Notification from SHACog regarding the 2015/2016 winter salt bid, the CoStars connection, the PLGIT 2014 annual report and perspectives, MRM Trustnotes, notice from the Center for Program Development and Management that the township had maintained and followed proper Liquid Fuels Funds procedures for 2014, notice from Duquesne Light regarding a 2015 LED municipal cobra head street lighting conversion pilot program , and the 2014 GASB-25 audits for both the Police and Non-uniform pensions. Also the township received the following dividend checks: Property and Liability - \$6,995.65 and Workers compensation -\$18,104.79.

## **MANAGER'S REPORT**

Ms. Crago reported in the month of April the office completed the following: Worked on the PennDOT agility agreement, contacted the township engineer regarding advertising the 2015 road program, worked with Mark Turnely's office regarding the 2014 DCED financial audit, updated the NEW and IMPROVED township website, worked with residents regarding building permits and concerns, completed Right to Know requests, worked on an intergovernmental agreement with neighboring municipalities, attended MS4 informational meetings and updated the website to better inform residents of stormwater management, advertised legal notices, completed webinars pertaining to the Zoning Hearing Board, Health reform, and Insurance requirements for upcoming years, completed the Liquid fuels audit, attended police testing with the Chief Zimmel, worked on issues regarding resident complaints and mailed nuisance property violations and handled all the accounts payable, receivable, payroll and other day to day operations of the township.

## **SOLICITOR'S REPORT**

Bill Rogers noted the solicitor's report is as submitted to the commissioners.

## **ENGINEER'S REPORT**

Ms. Crago reported Lennon smith transmitted a copy of the updated MS4 Progress report to the DEP in a letter dated April 14. Also El Grande performed the final restoration the week of May 4. They will review the grass growth in two weeks. Lastly, the engineer's office transmitted the Advertisement to the Township regarding the 2015 road program. The bid opening is scheduled for June 9 at 11AM.

## **PUBLIC SAFETY**

Ms. Crago reported for the month of April the following numbers:

- Calls for service 119
- Total complaints for the month 118
- Assist other police departments 5
- Medical assistance 6
- Total citation/warnings issued 21
- Arrests 3 (warrant arrest for Beaver County, simple assault/domestic violence)
- Police cars miles traveled 3,092

The following repairs and maintenance was completed:

Car 105- right front tire plugged from nail damage; Car 106 – detailed inside and out; Car 107 valve cover gaskets replaced

Regarding Schooling and Seminars the following were completed: April 6 and 7- Sergeant Krithinithis, Office Page and Tice attended mandatory updates at the Allegheny County Police Academy; April 13 and 14- Officers Hale and Zurynski attended mandatory updates at the Allegheny County Police Academy; April 8- Captain Longerman attended the second day of mandatory updates at Scott Township

Captain Longerman wanted to inform the residents that fraud/scams are on the rise. If a resident receives strange mail or unsolicited phone calls asking for personal information, contact the police department to check it out.

## **PUBLIC WORKS**

Commissioner Meredith reported for Public Works. The following was completed in the month of April:

- Cleaned and prepared Shouse Park for the Easter Egg hunt
- Completed excavation around the new playground equipment
- Installed proper mulch around the playground equipment and restored all grass areas that were distributed during installation
- Pick up trash along McGovern and around dumpsters and hillside at the municipal building
- Completed 84 of the MS4 inspections and 62 inlet cleanings in the township
- Met with PennDOT to establish an Agility Agreement
- Removed spring toys and old grills at Shouse Park
- Replaced street and road signs in Wireton
- Repaired Old Harper Road by installing stone
- Painted lines for speed monitoring
- Cut grass on several township areas
- Cleaned the Parks
- Assembled and installed flags on McGovern Blvd
- Cleaned gutters and repaired parking lot at the Township building
- Responded to 12 PA One Calls

## **FINANCE**

Commissioner Keller reported for Finance. The Township has received approximately 62% of the budgeted revenue for the year and has spent 27% of the budgeted expenses.

## **PARKS AND RECREATION**

The Parks Board did not meet in April. The Recreation Board met but there is not report.

## **CRESCENT TOWNSHIP FIRE DEPARTMENT**

No report

## **VALLEY AMBULANCE**

No report

## **EMERGENCY MANAGEMENT**

No report

## **OLD BUSINESS**

The first item under old business was the discussion and motion to approve 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 approve Ordinance No. 558 and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor. The motion was granted.

The second item under old business was the discussion and motion to approve 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 Ordinance No. 559 and was seconded by Commissioner Cook. 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 was the discussion to approve LSSE to perform a 15 year road maintenance program. Commissioner Keller noted the township is working on a 15 year projection so we can have a better look at what is needed in the out years. Past practice was to allocate money that was left over in the current year's budget into the following year's road program. He would like to get an opinion from an experienced person to project when each street would be due for repaving and an approximate cost. This will help budget for road repairs in the future. Last he heard from LSSE, it would be \$6,000-\$8,000 to complete the report. Commissioner Cook stated he felt the township was already on a 10 year program. In the present program, the engineer looked at the road that will be paved a year prior and estimate a cost for the budget. They also give an add-alternate road. This is the format that has always been used. The township always knows how much it will cost and how much it could afford without having to impose a tax increase. He also stated the road budget has increased over the last 7 or 8 years. He wanted to know if there would be a tax increase to support the road program he is proposing. Commissioner Keller was looking to see the priority of road repair for each street and in a certain order. The program could be stretched out over 30 years if needed. Commissioner Miller said this came up at the last COG meeting and also in response to residents that wanted to know when their roads would be paved. If you have this type of report, the township will have an idea of when certain roads will be up for paving as long as the money is available. This would be a tool for future boards to use for budgeting. Commissioner Cook wanted to know how the township can afford to pave all the roads and budget them over 15 years. Commissioner Keller stated it would be up to the people to decide if they want to have the roads paved year to year and if we can afford it or not. Commissioner Sabol wanted to know if we can do this in house. Commissioner Meredith stated he really liked the idea. He feels the township is falling further and further behind with road repairs and this would be a way to plan for the future.

The second item was the discussion on a resident complaint. Ms. Crago read aloud the complaint from a resident asking to repair the sidewalk in front of his house. He felt the sidewalk was damaged due to a township plow truck. Commissioner Cook asked if the plow truck struck the sidewalk. Ms. Crago stated there was no evidence our truck hit the sidewalk. No report was filed with the police department nor was an accident report filed by public works. Both the Foreman and Chief of Police reviewed the area and could not find evidence of an accident. The township indicated to the resident we would not be repairing the area. The resident would like the board's decision on this matter. Solicitor Rodgers noted they have reviewed the ordinances and residents are responsible for sidewalk repairs. There was discussion about who plows the State road during the winter months and that PennDOT was not going to repair the sidewalk. There was discussion on previous repairs made by the homeowner along that same area of

concern. Commissioner Meredith talked to the employees that plowed that area and they ensured him they did not hit that curb with the plow this winter. Commissioner Miller made a motion not to repair the sidewalk and send a letter indicating there was no evidence of an accident. Commissioner Cook seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The third item on the agenda was a motion to approve the Joinder Agreement, the Amended and Restated Trust Agreement and Plan Document from Municipal Benefits Services. Commissioner Cook read through it and didn't have another version to compare it to. He will make a motion to approve the agreements as long as there are no changes besides the new name of Municipal Benefit Services. 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 next item on the agenda was the motion to approve the audit from Mark Turnley regarding the Allegheny County Grant Contract Number 1213-1-CITF-007. Commissioner Miller made a motion to approve the audit and was seconded by Commissioner Sabol. A roll call vote was taken. Commissioner Cook abstained from the vote since he did not have an opportunity to review it. The remaining commissioners were in favor of the motion. The motion was granted.

The last item on the agenda was the motion to advertise the 2014 Combined Balance Sheet – Governmental Funds for Crescent Township. Commissioner Miller made a motion to advertise and was seconded by Commissioner Sabol. A roll call vote was taken and found commissioners in favor of the motion. The motion was granted.

## **PUBLIC COMMENTS**

Brian Sheerin of 113 McGovern Blvd stated he has a concern regarding the house that is next to his property which recently burnt down. He hopes it will be cleaned up in the near future and does not stay in its current state. He was also concerned about the process of getting a sign permit. It turned into more than what he had expected. He indicated the inspector was difficult to work with but everything has been figured out and has received his permit. He felt it was harder to get along with the current inspector than the one representing the township years ago. He believes there is a storm drain on the east side of Prospect that is not working properly. He would like the road crew to look into this because water is running down through his property and washing the gravel out when there is a bad rain.

Karen Patton 576 Sautter Drive discussed a number of concerns. The first was the taping of the meetings. She had a hard time hearing what was being said, several of the meetings blacked out and froze, and the February meeting had no sound and was for the wrong year. The second item dealt with the finance. She wanted more detail from the Finance commissioner and not just percentages for revenues and expenditures. She would like more information about the finances and warns the township they need to be frugal with the money; ie hiring an assistant before the temp term expired, purchasing decals for the front door, and purchasing video equipment to watch the garbage dumpsters. She suggests getting rid of the dumpsters and taking all the garbage up to Shouse Park. She wants to know how much money is in the bank accounts and why the township was not able bundle the road program with Moon Township this year. She would like the board to do a better job watching the money so the residents do not get a tax increase. She indicated when she sat on the board, she did not give a tax increase and she hopes this board does not give her one.

Diane Hetzer 232 Spring Run Rd wanted to know if the Allegheny County has been contacted regarding her gas line and chain link hillside.

Dorothy Cardiman 534 Henggi Drive was approached to go door to door during this election year. She was taken back to find out according to the township ordinance, §535.01 any political or religious solicitor must register at the municipal office. This has never been in effect since she has lived here. She feels this ordinance is ridiculous and would like this to be revised but also understands it is in place for security concerns. She noted a couple of articles where civil rights were invaded in other communities and would like the solicitor look into the current ordinance.

Anita Lasek 1363 Front Street was curious about the 15 year road program. She wanted to know how can the engineers predict the price of replacing roads that far out especially with the cost of fuel.

### **COMMISSIONER COMMENTS**

Commissioner Sabol felt the solicitation ordinance was a grey area.

Commissioner Cook said everyone at the table has solicited votes. He has never been asked to complete an application in all the years on the board and he was not even aware he needed to complete one.

Commissioner Meredith thanked the board to allow him to participate by phone.

Solicitor Rodgers responded to Ms. Cardiman's comment about the solicitation permit. He agrees the ordinance is in place because of a safety concern. Their office will review the ordinance.

Commissioner Keller thanked everyone for coming out and participating.

A motion to adjourn the meeting was made by Commissioner Cook and was seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:58 PM

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Township Manager / Secretary