

**Township of Crescent
Board of Commissioners
Workshop Meeting
May 20, 2015**

On May 20, 2015 the workshop meeting of the Crescent Township Board of Commissioners was called to order at 6:01 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

ROLL CALL

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

Secretary/Manager: Kellie Crago

COMMITTEE REPORTS

PUBLIC SAFETY

Commissioner Miller started by discussing the possibility of moving the monthly meetings to the multi-purpose and the associated costs. There was discussion on changing the current meeting room to a conference room. Commissioner Meredith noted a speaker system would be needed if it was changed. Discussion continued about the current meeting room and if other department heads should be attending the monthly meetings.

Commissioner Miller noted there has been a request to start a new list for hiring part time officers. Also the Chief has been asked to look in to prices for a new police SUV and to make sure the price is within the budget. The job descriptions for the Sergeant, Captain and police policy manual have not been completed to date. The Chief will be asked to provide an update on these items. Discussion continued about police overtime and possible ways to control the budget by eliminating physicals and psychological testing because officers may have had testing elsewhere. The body cameras will not be purchased at this time due to some legal concerns and a cloud issue. Commissioner Keller noted complaints about parking and speeding in Parkwood are being addressed by Captain Longerman. New no parking signs have been placed throughout the plan. Discussion continued on speed humps and if they could be installed in plans to deter speeding in certain areas within the township. Ms. Crago was asked to see if the township insurance company does allow speed humps.

PUBLIC WORKS

Commissioner Meredith passed out his agenda. He started out stating a new plow was needed for the 2005 Ford 550. He discussed this at the previous workshop. He would like to purchase this item in October, before the winter season begins. This price will be approximately \$4400. He would like to keep the old plow because there are items on there that could be used for parts if needed. His next item for discussion was the replacement of the 1995 Ford 350 that is out of commission. He would like to see the township purchase a F250 if the budget would allow. This would permit the workers to use this vehicle to plow the cul-de-sacs. This would not be used to spread salt on a continual basis. Maybe a smaller salt spreader could be installed at a later time. Within the next five years a new salt storage building must be

constructed. The current shed is in poor condition and its capacity is greatly reduced. He will have Brian obtain some cost estimates. Also in the same time period he suggests considering an additional garage space to provide a spot for the backhoe during the winter months for salt loading. The last discussion point dealt with the flag pole at the park monument and the lack of power for illuminating. Lighting options; solar lighting, halo, spot lights were all discussed along with moving it closer to the Huwar shelter. It was agreed upon to see if the Parks board would like to see where they would consider moving the flag pole.

Commissioner Miller discussed about the 15 Road Program. All the commissioners agreed it needed to be discussed in more detail with the public so they can understand exactly how this program could benefit the township and future boards. The program would detail all the roads within the township and which order they should be paved according to an engineer's opinion. Commissioner Keller said past boards asked the engineer to produce a cost estimate for certain roads but they never completed a report noting all the roads within the township explaining each life expectancy.

Discussion continued on the probationary period for the newest public works employee. Ms. Crago was asked to remind the foreman he will need to evaluate the employee within the next couple of weeks due to the probationary period ending on the June 13.

FINANCE

Commissioner Keller discussed the comments that were made at the last monthly meeting about how there was a lack of financial information. The fund balance report will be distributed at monthly meetings in the future to keep an open door on the finances. He also discussed completing a 15 year financial projection to see if a tax increase that would needed. This would be a follow up from the report completed last year by the DCED. He noted projections of this nature are not accurate, although the township needs to have some type of guide for residents and future boards. Residents need to be aware of how much services cost and how much money it takes to keep the level we currently have. Commissioner Keller talked about how M.T.A. is taking Crescent tax dollars to improve Moon Township and nothing is being spent on Crescent. The commissioners then discussed holding public meetings regarding the budget to keep the doors open to the residents, allow residents to see what it takes to balance a budget without a tax increase and residents will need to decide if they would like a tax increase or a decrease in services provided by the township. Commissioner Keller noted everyone needs to be sensitive to the finances and where the township is going.

MANAGER'S REPORT

Ms. Crago discussed options for next year's CDBG grant. To have automatics doors installed would cost approximately \$6,000 to \$7,000 for one set. This would not include engineering costs. She noted SBA DBA Verizon Wireless has submitted the zoning hearing application. A date will be determined within the next week. Wayne DeLuca will be sitting on the hearing board. Duquesne Light Company is offering the LED pilot light replacement program again this year. Ms. Crago noted there has been a decrease of around \$200/month on the street light bill since the conversion. There was discussion on areas around the township that would benefit from the new lighting. The office would look to see if Bocktown Rd. had enough lights to participate in the conversion. Also during the Liquid Fuels audit, the auditor had requested the bond be increased to at least \$60,000 due to the increase the township received this past year. She also discussed a \$1200 quote received to repair the front door lock. During business hours, the push bars have been adjusted so there is no additional wear and tear. This will extend the life of the obsolete locking system. Ms. Crago read a quote that was received from Divito Electric for additional repairs needed at the park and pavilions. The total quote of \$6700 was reviewed by the commissioners.

This quote contained the remaining items that need to be updated at the park from 2013. The commissioners discussed which repairs was priority. Ms. Crago noted the 2014 financial audit was emailed to all the commissioners the second week of May for review. This item will be on the June agenda for approval. She the office has reached out to COG Care regarding an insurance quote for the 2015-2016 year. This is a polled insurance program like the township's current worker's comp and liability insurance. The Agility Agreement with PennDOT has been signed and the street sweepers have gone through the township. Mr. Fadool brought in pictures of the gun that will be displayed in the municipal building. He is taking care of all expenses for the building of the case. There was discussion regarding property maintenance issues within the township and the slide that is occurring on Spring Run Road. Ms. Crago states she contacted Allegheny County and informed them of the area of concern. Lastly, there was discussion regarding the public comments made at the monthly board meeting and how to respond to them appropriately with a follow up phone call and/or a letter.

Commissioner Miller made a motion to repair the electrical at the Huwar and Walter pavilion with a maximum amount of \$2400 and was seconded by Commissioner Meredith. A voice vote was taken and found all commissioners in favor of the motion. The motion was granted.

DISCUSSION ITEMS

Commissioner Miller made a motion to adjourn the meeting and was seconded by Commissioner Meredith. A voice vote was taken and found all commissioners in favor of the motion. The meeting was adjourned at 8:53pm.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Secretary / Manager