

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
June 11, 2015**

On June 11, 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.

Lynda Jones from the Recreation Board led the Pledge of Allegiance

ROLL CALL

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

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 May 11, 2015 business meeting minutes. Commissioner Sabol made a motion and was seconded by Commissioner Cook. A roll call vote was taken and found all commissioners in favor of the motion. The motion carried.

Commissioner Keller asked for a motion to approve the May 20, 2015 workshop meeting minutes. Commissioner Meredith made a motion and was seconded by Commissioner Miller. A roll call vote was taken. Commissioner Cook abstained from the vote due to his absence of attending. The remaining commissioners were in favor of the motion. The motion carried.

TREASURER'S REPORT

The Treasurer's report dated May 31, 2015 was presented to the Board for their approval. A motion to accept the May 2015 Treasurer's Report as received was made by Commissioner Meredith 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	\$	29,721.30
Invoices due	\$	7,589.59
Estimated payroll for June	\$	47,000.00
Highway Fund for street lights	\$	3,500.51
The total estimated bills for June	\$	87,811.40

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

CORRESPONDENCE

The office has received the following correspondence for the month of May; PLGIT monthly market review, notice from Municipal Benefits Services regarding the dividend check for the short term disability program, an updated PA State Association of Township commissioner's directory, the Creswell Heights Joint Authority meeting minutes from April and the Legislator Locator.

MANAGER'S REPORT

Ms. Crago reported the office completed the following items for the Month of May: attended the monthly Manager's meeting, attended the annual meeting regarding MS4 with LSSE, submitted the 2015-16 salt bid, sent violations notices regarding property maintenance, distributed "clean up crescent day" information, letters to certain residents, met with LSSE regarding the current MS4 permit and requirements. Submitted figures a new Workers Compensation insurance package, Placed legal ads for the 2015 road program and zoning hearing, completed right to know requests, handled building permits, looked in to updating wireless and cell phone signal within the whole building, started to obtain health insurance quotes, set up street sweeping within the township, completed a MS4 door hanger, handled resident complaints, updated the township website and calendar of events, worked on completing the annual township audit, looked into upgrading street lighting along Bocktown Rd, inquired about speed bumps within the township, contacted Allegheny County regarding residents concern along Spring Run Rd, handled park and multi-purpose room rentals, completed all the accounts payable, receivable, payroll and day to day operations of the township. Ms. Crago reminded resident's that Clean up Crescent Day is scheduled for Saturday June 27. Residents can meet at 9:30 am for coffee and donuts at the municipal building. The clean-up will start at 10 am along McGovern Blvd. A picnic will be held at Shouse Park afterwards for the volunteers. Also, the Cop's vs kid's softball game is that same afternoon at Shouse Park start time is 2PM everyone is welcome to attend.

SOLICITOR'S REPORT

Solicitor Start reported that their office has reviewed and sent various correspondence regarding road weight limits, continued to review documents relevant to the conditional use application regarding a communication tower, reviewed the Joinder agreement with MEIT, reviewed an Intergovernmental agreement, and reviewed the Audit report from Mark Turnley and issued an Solicitor Opinion Letter.

ENGINEER'S REPORT

Bob Firek reported for the Township engineer. Regarding MS4's, approximately 50% of the outfalls have been tested. The other areas of discussion are on the agenda for this evening: 2014 roads final payment and 2015 road bids.

PUBLIC SAFETY

Commissioner Miller reported for the month of May the following numbers:

- Calls for service 172
- Assist other police departments 8

- Medical assistance 6
- Total citation/warnings issued 33
- Arrests 3 (possession with the intent to deliver crack cocaine, possession of cocaine, bribery, DUI and junk vehicle)
- Police cars miles traveled 2.627

The following repairs and maintenance was completed:

- Car 106- replaced the external radio antenna
- Car 107- reprogramed the police radio

Schooling and seminars:

- May 11-15th- Office Scott Firearms Instructor training – PSP Mercer
- May 22nd – Interviewing Juveniles – Officer Hartman- Allegheny County Police Academy

Commissioner Miller noted a message from the Captain that the police department takes concerns seriously. Speeding vehicle complaints will be addressed with all the technology they have available. However the department has to adhere to the State Law. A vehicle must be traveling 11 miles over the posted speed limit to be stopped.

PUBLIC WORKS

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

- Completed 131 catch basin MS4 inspections and cleanings
- Prepare and restore the Municipal building for the election
- Install new park and McCutcheon Way signs
- Inspect nuisance properties and cut grass on properties that did not comply
- Landscape the municipal building
- Cut grass on township property
- Attend mock MS4 inspection and meeting with LSSE
- Move fence to contain garbage and moved dumpsters and signs
- Cleaned and maintained parks
- Responded to 16 PA One Calls
- Worked on MS4 paperwork
- Installed video surveillance system to monitor garbage

Commissioner Meredith commented on the resident concerns from last meeting. Regarding the catch basin on Prospect, it was cleaned in April. The previous owner of the property had removed the curb to install an additional entrance to a driveway. With the absence of the curb, water from the road is entering upon the property. The second concern was in reference to Spring Run Rd and the gas line. He reminded residents that Spring Run is a County road. The office contacted Allegheny County and voiced the residents concern about the hill side and her gas line. The last concern was in regards to garbage around the municipal building. Public works rearranged the dumpsters and moved the fence to hopefully prevent garbage from flying over the hill. Also cameras have been added to help deter residents from dumping illegal and hazardous materials.

FINANCE

Commissioner Keller reported that the township is approximately 42% through the fiscal year. 74% of the budgeted income has come in and 35% of the budgeted expenses have been spent. He noted there are a number of line items that are high but have not gone over their budgeted amount i.e.: highway materials and police overtime.

PARKS AND RECREATION

The Recreation Board did not meet in May. The Parks Board confirmed in April, two rockers were installed replacing the old ones in Shouse Park. The small swing set was not installed as discussed in the previous meeting due to lack of ground preparation. Shawn confirmed the see-saw was removed from Shouse Park per a vote made in October, 2014. The Board will re-visit replacing the see-saw and installation of the small swing set. A letter was drafted to present to the Board of Commissioners suggesting to lower the fees in 2016 for pavilion rentals at Shouse Park. The Parks Board will vote on the final copy next meeting. The flag at Shouse was taken down due to the lack of light in the evening. There was discussion about moving the flag pole at another time closer to the Huwar pavilion so a light source can be installed.

CRESCENT TOWNSHIP FIRE DEPARTMENT

Chief Scott stated there have been 38 incidents to date. Two new firefighters were recently sworn in and are on probationary status. The boating season is under way. There were two calls this past week.

VALLEY AMBULANCE

Wendy Schulenburg stated the 2nd notice regarding the subscription drive has been mailed. Also contract negotiations with the union Fraternal Order of Paramedics and are going well.

EMERGENCY MANAGEMENT

None

OLD BUSINESS

The first item was the discussion on approving LSSE to perform a Road Maintenance program to help identify the road replacement expectancy and priority. Commissioner Keller noted there was a document in each packet explaining what was provided in the road program. A study would determine the road replacement forecast and cost which could be used in the future. Commissioner Meredith found it valuable and will give the township information it has never had before. This could be used on a yearly basis regarding the road replacement budget plus would give residents the information on the life expectancy of their road. The article also details how much money is needed to replace all the roads within the township in a 20 to 22 time period. He feels it is a fantastic investment. He felt the township was falling further and further behind on the roads. Commissioner Cook wanted to know where the money would come from to pay for this expense. He feels the engineering budget will be met or surpassed this year due to the Riverview slide. Secondly he believes there will need to be a ¾ mil tax increase if the township would add an additional \$100,000 to pave roads each year. He noted since he has been on the board they have followed the same road program that listed all the roads, their condition and

the amount needed for pavement with curbing and storm sewers if needed. The roads were rated from worst to best. He wanted to know where that plan was and why can't the township update it as needed. He felt the board needs to figure out how to pay for the roads first before spending the money. Mr. Firek stated the plan he was speaking about only had 15 roads on it and 5 of those roads have been paved. Commissioner Miller asked Ms. Crago her opinion on the program. Ms. Crago felt it was a good idea because it listed every road within the township and rated them according. This way the newer roads are not being paved before older roads that are in desperate need. The analysis could be used for future Boards and budgets to know how much would be needed for years to come. Residents would also have an idea of how long it would take to have their road paved if there was a tax increase or if there was no increase. The resident's ultimately should have a say in how the township should proceed. She also noted that if future boards did not use this analysis, it would be a waste of money. Commissioner Keller noted the money for the project would not be a problem. Commissioner Miller wanted to table the idea until they had a budget and see what the financial condition is for the year. Commissioner Cook felt public works could do their own analysis and the program was designed for larger municipalities. Commissioner Miller would like the public to reach out and inform the township if they want their roads paved. Commissioner Miller made a motion to table the motion and was seconded by Commissioner Meredith. A voice vote was taken and found all commissioners in favor of the motion. The motion was tabled.

NEW BUSINESS

The first item was the motion to approve the hiring of part-time officer as recommended by the Civil Service: Alex Bitts. Commissioner Miller made a motion 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.

The second item was the motion to accept the Crescent Township financial audit for year ending December 31, 2014 as received by the approved auditor Mark C. Turnely. Commissioner Cook made a motion to accept the audit and was seconded by Commissioner Miller. A roll vote was taken and found all commissioners in favor of the motion. The motion was granted.

The third item was the motion to repay in full the 2015 \$250,000 TAN loan including interest and fees of \$1,658.42 to First Commonwealth Bank; total payment \$251,658.42. Commissioner Cook made a motion to repay the TAN loan 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.

Next was the motion to approve Resolution R-7-2015 which supports the local use of radar for the police department. Commissioner Keller stated that this resolution if approved will be passed onto our State representatives indicating the support to pass state law allowing officers to use radar. At the present time only PA State Police are authorized to use radar. Commissioner Miller made a motion to approve the resolution and was seconded by Commissioner Sabol. A roll call vote was taken and found all the commissioners in favor of the motion. The motion was granted.

The fifth item was the discussion on purchasing mulch for Sautter and Huntsridge parks. Commissioner Keller noted there were prices in the packet for review. It was confirmed playground mulch would be purchased. Commissioner Sabol noted public works has been pretty busy and they were not sure they could disperse it in a timely manner. He requested a quote from the current lawn care maintenance provider for spreading the mulch. Commissioner Cook indicated in the past the Parks Board organized volunteers to spread the mulch. Commissioner Sabol made a motion to approve the purchase the mulch once a plan to spread the mulch has been established. Commissioner Cook seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion.

The sixth item on the agenda was the discussion on the 2015 Road Program. Commissioner Meredith noted the lowest bidder for the base bid was \$99,955 from A. Folino Construction, Inc. The add alternate to complete McKee Street was \$28,625. The 2015 road budget was \$100,000. Bob Firek noted all the bids were very competitive. Commissioner Cook feels the township should move forward to complete the add alternate at this time and take money out of the Capital Reserve. Commissioner Cook made a motion to accept the base bid and add alternate from A. Folino Construction and transfer money the additional amount out of the capital reserve. 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 agenda item was the motion to make the final payment to El Grande Industries in the amount of \$5,529.35 for the 2014 road program. Commissioner Keller noted this was for the lawn restoration. Commissioner Meredith made a motion to make the final payment 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 final item on the agenda was the discussion and motion to approve renting crack sealing equipment and supplies from Air-Vac Equipment for an approximate cost of \$5,570. Commissioner Keller stated this is a yearly process to help seal the cracks on the roads to extent their life. Commissioner Meredith made a motion to approve Air-Vac Equipment as the supplier 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.

PUBLIC COMMENTS

Judy Cook of 1409 Riverview Rd stated she is against the road program and does not want to see a tax increase personally and to remember the elderly that do not have access to getting more money to pay taxes.

Denny Lewis of 492 Crescent Blvd Ext. spoke about three items. The first had to do with the park on Sautter Drive. In the past, residents helped with the mulch and the boy scouts could even be contacted. Secondly he wanted to thank Officer Scott for his compassion responding to a resident falling along McGovern Blvd. The resident appreciated his response and time given to the individual. Lastly he wanted to thank Officer Hartman for her response to an accident that occurred at his neighbor's house last week. She was very professional during the response and also compassionate.

Anita Lasik of 1361 Front Street spoke in regards to the road program. She believes her street has not been paved in about 20 years and is not looking for a tax increase for paving. She feels the patchwork the township provides is sufficient at this time. She is not for the road program and does not need to know when it will be up for paving.

COMMISSIONER COMMENTS

Commissioner Sabol had a question regarding nuisance properties on his street. He wanted to know if the township has any legal right to make the banks auction the properties. Solicitor Start noted the Code Enforcer Officer could issue violations on the property and at times will encourage banks to take care of the property instead of being fined. The township cannot force them the bank to sell the property.

Commissioner Miller is looking for the residents to reach out to the commissioners or the office regarding the road program with their opinions.

Commissioner Cook reminded residents that there will be a zoning hearing on Thursday June 18 at 7 PM regarding a communication tower that is being proposed at the end of Riverview Road. He encourages all

residents to attend and voice their views.

Commissioner Keller wanted to thank the residents for attending and their continued support and input.

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Cook. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 8:15 PM

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Township Manager / Secretary