

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

On July 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.

Dean Whiteman, former Commissioner and Creswell Heights Joint Municipal Authority board member 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**

Karen Patton of 576 Sautter Dr. wanted to comment on the purchase of a SUV for the police department. She feels the township does not need another SUV because the township does not have many hills. She also knows from experience that maintenance on SUV's is expensive.

**APPROVAL OF MINUTES**

Commissioner Keller asked for a motion to approve the June 11, 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 June 30, 2015 was presented to the Board for their approval. A motion to accept the June 2015 Treasurer's Report as received was made by Commissioner Miller and seconded by Commissioner Meredith. 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	\$	844.40
Invoices due	\$	22,040.92
Estimated payroll for June	\$	47,000.00
Highway Fund for street lights	\$	3,500.51
The total estimated bills for June	\$	73,385.83

A motion to pay the bills was made by Commissioner Meredith 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 for June:

- Notice from Giant Eagle and their new storage facility
- A letter from Governor Tom Wolfe regarding the budget
- The Spotlight from PMRs
- Notice from SHACOG and the 2015-2016 salt bid
- A thank you note from Char-West regarding the golf outing
- A notice from the Allegheny County Conversation District
- A letter from Moon Twp. regarding a grant application for their Ohio River Greenways Trail
- MRM Trustnotes
- The League Newsletter from the Allegheny League of Municipalities
- Meeting Minutes from Moon Township Municipal Authority
- The PLGIT Perspective
- Notice from the Redevelopment Authority of Allegheny County that our CITF grant has been fulfilled and is closed
- A report from the PA Municipal League regarding the Pennsylvania's Municipal Pension challenges which will be submitted to Governor Tom Wolf's office
- A letter from PennDOT indicating the township will receive a payment of \$5,070.97 for the 2014-15 winter season

## **MANAGER'S REPORT**

Ms. Crago reported the office completed the following in the month of June: Paid off the Tan Loan, Sent property maintenance violations, Worked on the crime shield bond, completed zoning hearing requirements and attended the hearing, completed Right to Know requests, worked on emergency management and hazardous mitigation updates, completed sheriff sale documents, attended the annual health care summit meeting, worked on an intergovernmental agreement, completed an Energy Star Portfolio, worked on the Sustainable Community Certification, worked on MS4 public involvement activities, updated the Beaver County times fact finder, mailed the Dept. of Justice 1033 application, attended the COG meeting regarding the CDBG year 42 application process and obtained project information, worked on obtaining health care insurance quotes, attended the monthly managers meeting, worked on the MS4 requirements, updated a list of blighted properties and delinquent tax parcels within the township, established a property informational filing system for township use, handled resident concerns plus completed all the accounts payable/receivable obligations, payroll and all other day to day operations of the township.

## **SOLICITOR'S REPORT**

Solicitor Start reported his office continues to monitor the file regarding the status of the landslide activity on McCutcheon Way, they have interacted with the Township and County officials regarding the Township's Emergency Management Plan, reviewed the Bid Package including contract documents relevant to the 2015 Road Program and they have continued dialogue with attorney's representing the interested parties as well as the hearing officer and pertinent case law regarding the conditional use application.

## **ENGINEER'S REPORT**

Ms. Crago reported for the Township engineer. Regarding the 2015 Road Program the base bid and add alternate No. 1 was awarded to A. Folino Construction Inc. on June 11, 2015 in the total amount of \$128,580.00. LSSE issued the award letter to the contractor on June 16, 2015. A pre-construction meeting is scheduled for July 16, 2015.

## **PUBLIC SAFETY**

Commissioner Miller reported for Public Safety

- Calls for service 168
- Assist other police departments 7
- Medical calls 3
- Total citations/warnings issued 44
- Arrests 2 (public intoxication, aggravated/simple assault, terroristic threats, recklessly endangering another person)
- Police cars traveled 3129 miles

The following repairs or maintenance were made:

- Car 105- oil filter replaced at Grady's
- Car 106- police radio repair – Mobile Radio
- Car 107- battery replaced – Grady's

On June 6, from 11pm-4am, Officer Scott participated in a DUI roving patrol in Crescent Township as part of the West Hills DUI Task Force. Four traffic stops were made which resulted in one citation. Office Scott also assisted Crescent Police with two intoxicated individuals, one a domestic and one a pedestrian. There were no DUI arrests.

Schooling and Seminars: Captain Longerman attended training for a School Resource Officer

Commissioner Miller noted the police department is accepting employment applications until August 3, 2015 for part-time officers.

## **PUBLIC WORKS**

Commissioner Meredith reported for Public Works. During the month of June the following were completed:

- Inspected the township for grass violations (13 cut/trimmed)
- Inspected and cleaned the remaining 80 inlets and manholes for MS4
- Tiger mowed along the roadways and picked up trash

- Cleaned and inspected parks weekly
- Removed graffiti at Sautter Park
- Replaced inlet at the intersection of Main and Work Street
- Repaired emergency lighting at the municipal building
- Chipped tree behind the municipal building
- Set up multi-purpose room for the zoning hearing
- Washed the trucks and backhoe
- Repaired the welder
- Worked on housekeeping for MS4 permit; the dump, supply and salt storage areas

## **FINANCE**

Commissioner Keller reported the township is half way through the year and the budgeted revenue coming in is at 77% with about 54% of the budgeted expenses having been spent. There are a few line items that need to be addressed. He will be meeting with department heads regarding these items.

## **PARKS AND RECREATION**

Commissioner Sabol reported the Recreation board did not meet in June. The cleanup day was rained out this year. At the last parks Board meeting a draft letter was distributed regarding a banner fundraiser at Shouse Park field for the 2016 baseball season. The board is requesting a re-organizational meeting on August 5 at 4pm with Commissioners Sabol, Keller, Meredith and Manager Kellie Crago. Volunteers are needed to help spread the mulch at the parks. The Board will reach out to Robert Morris, Moon Lacrosse and Comcast for volunteers. There was discussion about re-opening the concession stand at the hockey deck or installing anti-vandalism drink/candy machines.

## **CRESCENT TOWNSHIP FIRE DEPARTMENT**

Denny Lewis reported there have been 45 calls for service this year. Training continues every Monday night and Bingo Sunday night. Next month, drills will be held at the Pittsburgh Airport as required by the FAA.

## **VALLEY AMBULANCE**

Wendy Schulenburg indicated the union contract negotiations are on-going. Their fiscal year ended May 31 and the annual audit has been.

## **EMERGENCY MANAGEMENT**

Denny Lewis reported the manual has been updated as required and is on the agenda for approval. He would like to know if the township would be interested in an Emergency Day at Shouse Park. Valley Ambulance, the police and fire departments were all involved. Mr. Lewis indicated he would organize the activity.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

The first item under new business was the discussion on the CDBG Year 42 project. Ms. Crago discussed the two possible ideas for the grant money: sidewalks at Shouse Park with an estimated cost of \$23,000 or automatic doors at the municipal building for around \$11-14,000. Commissioner Cook suggested the multi-purpose room door be included in the bid. Commissioner Keller made a suggestion to do both projects if the money was available. Commissioner Meredith asked if the cost would go up if a third door was added. Ms. Crago indicated the estimate was for two sets of double doors. There would be an additional charge for the police door. It was discussed the estimate was for the openers only, not new doors. Commissioner Cook suggested replacing the doors for the municipal building office also. Commissioner Meredith made a motion to apply for the CDBG grant looking to add automatic door openers to all three doors in the rear of the building prioritizing the multi-purpose room and police station doors if there is not enough money. Commissioner Cook seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The second item was the motion to approve Resolution R-8-15 which approved would adopt the Crescent Township Emergency Management Manual. Commissioner Keller noted the changes were all included in each of the commissioner's packet. Commissioner Sabol made a motion to approve the changes and was seconded by Commissioner Cook. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The third item was the discussion and motion to approve the purchase of a police SUV for the amount of \$34,408 from Day ford, Inc. Commissioner Miller responded to Mrs. Patton's comment. He had the Chief to look into a price for a car and a quote came in at \$2-3,000 less than a SUV. None of the current pieces of equipment could be transferred to either type of new vehicle because of the size difference. Commissioner Cook made a suggestion to wait and purchase the cruiser until after the first of the New Year. He would like to purchase a 2016 vehicle to give more room between cruiser purchases plus it would make the vehicle fund look better. Commissioner Miller noted that delaying the purchase of a new cruiser would only give a 6 month difference in age, plus the trade in value might decrease. He noted there is money in the fund balance right now to make the purchase and the vehicle fund would be replenished after the first of the year anyways. It was noted 105 already has 108,000 miles on it is not being replaced. Commissioner Miller made a motion to purchase the SUV from Day Ford, Inc. and was seconded by Commissioner Meredith. A roll call vote was taken and found all commissioners in favor of the motion. Commissioner Cook voted yes, under the advice from the Public Safety commissioner. The motion was granted.

The last item under new business was the motion to approve the 2015/16 salt contract with Cargill, Inc. Commissioner Keller noted the price went down to \$69.29 per ton. Commissioner Miller wanted to know if this bid was from the intergovernmental agreement. Ms. Crago indicated a bid was no sent out due to time restrictions. Commissioner Meredith made the motion to approve the salt contract and was seconded by Commissioner Miller. Commissioner Meredith noted 650 tons was estimated for the 2015-16 year. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

## **PUBLIC COMMENTS**

Anita Lasik 1361 Front Street wanted to comment on the zoning hearing about the communication tower. She notes there are other communities that are requiring stealth towers and would like the township to take that in consideration for the future.

## **COMMISSIONER COMMENTS**

Commissioner Miller noted the Public Safety softball game was rained out and is rescheduled for Monday June 27 at 6pm. He also noted there is a stealth communication tower in the North Hills. He drove by it for three years and never knew it was a communication tower. He also stated any changes in the ordinance right now would not affect the current application.

Commissioner Keller announced that before last month's meeting the Board met in executive session from 6:30-6:59pm. Also, the next workshop meeting is scheduled for Wednesday August 19 at 6pm. The public is welcome and encouraged to attend.

A motion to adjourn the meeting was made by Commissioner Cook and was seconded by Commissioner Miller. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:38 PM

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Township Manager / Secretary