

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
October 8, 2015**

On October 8, 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.

ROLL CALL

Those present:

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

Assistant Secretary: Patty Christian

Solicitor: Bill Rodgers

PUBLIC COMMENT ON AGENDA ITEMS

Denny Lewis 492 Crescent Blvd. Ext. wanted to know if the change of the police schedule was on the Agenda.

APPROVAL OF MINUTES

Commissioner Keller asked for a motion to approve the September 10, 2015 meeting minutes. Mrs. Christian informed Mr. Keller that there was a correction on the date of the Halloween party. 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.

TREASURER'S REPORT

The Treasurer's report dated September 30, 2015 was presented to the Board for their approval. A motion to accept the September 30, 2015 Treasurer's Report as received was made by Commissioner Meredith and seconded by Commissioner Miller. 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 from the General Fund prior to the monthly meeting were \$19,853.72. Invoices due are \$10,470.32, estimated payroll of \$44,000.00, and the Highway Fund for street lights is \$3,485.46. The total estimated bills for October 2015 are \$77,809.50. 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

Mrs. Christian reported that the following correspondences were received in the month of September: PMRS Spotlight, PMRS 2014 annual financial report, the Municipal Benefits Service renewal of 2016, the Portnoff Reporter, Flightline from the Pittsburgh Airport Area Chamber of Commerce, notice from Verizon regarding channel changes, a letter from ISO Building Code Dept., MRM Trustnotes, the PLGIT monthly market review, The Allegheny League of Municipalities newsletter, meeting minutes from Creswell Heights Joint Authority, Comcast Connections, notice from the Commonwealth of PA the Township received \$14,424.59 for the Fire Dept. and \$28,054.74 toward the Township pension plan. Finally, the township received notice from PENN DOT that the Township will receive an estimated amount of \$75,369.57 for the 2016 Liquid Fuels Program.

SECRETARY/MANAGER'S REPORT

Mrs. Christian reported for the month of September the office completed the following: worked with the engineer regarding the 2015 road program, completed Right-to-Know requests, completed the preliminary CDBG application, worked with the bond company regarding procedures within the office, worked on transferring the Township health insurance to MEIT, worked on MS4 procedures, completed solicitation permits, worked on the 2016 budget with department heads, updated information with Allegheny County regarding the transfer of Real Estate contacts, worked with the solicitor and zoning hearing board attorney regarding the communication tower ordinance and appeal, worked on updating current ordinances with ECodes, completed webinars regarding the National and State Transportation Funding Options and Winter Road Maintenance, attended the 2015 Fall ALOM Convention, handled property nuisance issues, completed Ordinance updates, completed the quarterly Emergency Management Operations manual, worked with department heads concerning certain policies and procedures. Finally, the office completed all the accounts payable, receivable, payroll and resident concerns on a day to day basis.

Mrs. Christian informed everyone that the Zoning Hearing Board will be holding a meeting Monday October 19 at 7:00 PM in the meeting room. They will be reconsidering the variance decision concerning a zoning request from SBA Towers for construction of a 195 ft. communication tower located on Riverview Rd.

Election Day is Tuesday November 3. The administrative and public works departments will be closed that day.

Tomorrow October 9, State Representative Mark Mustio will be hosting a Senior Expo at the Sheraton Pittsburgh Hotel located in Moon Twp. From 10:00 AM – 2:00 PM. Flu and pneumonia shots will be provided. Bring your health insurance card if you would like to receive these services. There is no cost to attend the event.

Trick-or-Treat is Thursday October 29th from 6:30 PM until 8:00 PM.

SOLICITOR'S REPORT

There was no Solicitor's report

ENGINEER'S REPORT

Mrs. Christian read the engineering report. DEP issued the NPDES GP-13 permit, year 2 sampling (20% of outfalls) have been completed. Follow up findings has started. MS4 Prohibited Discharge Ordinance and Stormwater Management Ordinance were adopted. LSSE transmitted the updated MS4 Public Works

Map Books. All outfall testing has been completed. LSSE has conducted a mock review with staff in preparation for potential DEP review. LSSE transmitted to the Township a preliminary opinion of probable cost for the two roads requested. The Township awarded the Base Bid and add Alternate 1 to A. Folino Constriction, Inc. in the total amount of \$128,580.00. Work is 99% completed. A partial payment in the amount of \$101,054.83 was submitted on October 5, 2015 recommending payment. The Township asked LSSE to review possible issues of roadway cracking on upper Riverview Road area. Geotechnical Engineer GBBE was authorized to perform geotechnical investigation. A meeting was held with the Township and GBBE on July 9, 2015 to review options for remediation. LSSE submitted to Char-West COG on behalf of the Township the pre-application on September 11, 2015 for automatic door openers for the Police, Main and the Meeting Room entrances. Lastly, LSSE provided a preliminary opinion of probable cost for the 2016 road program.

PUBLIC SAFETY

Commissioner Miller reported that during the month of September there were 127 calls for service, 8 assists to other departments, 3 medical calls and 22 total citations/warnings that were issued. There were 1 individual arrested for the month. The charges included: possession of small amount of marijuana. The police cars traveled a total of 3,126 miles. The following repairs were made: Car #105 –2 new front tires Car #107's oil changed and the filter replaced. There were 5 police applicants interviewed with the civil service committee to be placed on the eligibility list. The Bureau of Justice Assistance notified the Police Department that they were awarded \$1,449.97 in Federal Grant money for future body armor purchases. Officer Scott participated in a DUI checkpoint held in Moon Twp. and one held in the Borough of Sewickley. Both operations were attended as part of the West Hills DUI Task Force.

Commissioner Cook wanted to know why the Board was eliminating the 7:00 PM to 3:00 AM for the Police Dept. This is a safety matter and should not be eliminated. This was tried 2 years ago and it did not happen for safety issues. He asked for an executive session to be called. Commissioner Keller denied the request.

PUBLIC WORKS

Commissioner Meredith reported during the month of September. The Public Works Department completed the following:

- Potholes were patched on Needham, Glen Hays and Sautter Dr.
- New signs were installed on Crescent Blvd. and Wireton area
- Cleared the beginning of Prospect St. from dirt, vegetation and debris
- Tiger mowed and cut grass throughout the Township
- Cleaned and maintained parks throughout the month
- Cleaned up loose gravel in many areas of the Township
- Repaired 2 gas blowers
- Washed trucks and cleaned garage bays
- Cleaned inlets in preparation of rainfall
- Responded to one calls and residents' concerns throughout the month

MS4 work completed:

- Repaired inlets on Cambon, Purdy, Crescent Blvd Ext. and Division Ave.
- Cleared and cleaned outfalls

- Detected and reported illicit discharge

Administrative worked performed:

- Met with gas and water companies to discuss getting street openings properly restored
- MS4 paperwork and reports
- Attend webinar on Winter Operations Training
- Organized sign management program
- Met with A. Folino Construction, Inc. to discussed the restoration on McKee and Reynard Dr. after paving
- Met with LSSE discussed slide/washout on Riverview Rd.

Commissioner Cook wanted to know if anything was ever done regarding the Riverview Rd. slide. Commissioner Meredith indicated the township talked to the engineer. Under his recommendation the township will be installing a trench drain at the bottom of the driveway across from the effect slide area. This will help to hopefully divert the water coming of the resident's driveway. Commissioner Cook stated the berm of the road along that area has always been built up. Over the last couple of years he has noticed while driving it every day that the berm is no longer present. This was used to deter the water that would travel along the opposite side of the road. Commissioner Keller stated they have not looked for money because they are not sure the route they are going to take to remedy this area. Commissioner Cook stated the township received prices on remedies earlier in the year.

FINANCE

Commissioner Keller reported that the township is about 75% its way through the year. We have collected 91% of the projected revenue and spent 74% of the budgeted expenses. Each department is on track and to keep up the good work.

PARKS AND RECREATION

Commissioner Sabol reported that there was no Park Board meeting. The Recreation Board met on September 21st to plan the Halloween Parade and Party. The event will be on October 24th at 1:00 PM, the parade will start on Main St., and the party will follow at the Fire Hall. The Recreation Board will meet on October 19th at 7:30 PM in the Multi-Purpose Room, to prepare for the event.

CRESCENT TOWNSHIP VOLUNTEER FIRE DEPARTMENT

Denny Lewis reported for the Fire Department. There were a few calls this month. The dive team was called to Monaca. They found the body within 10 minutes of entering the water. They continue to have their regular training each Monday evening. The Fire Dept. will hold a Halloween Dance on Saturday October 24 at 8:00 PM until 11:30 PM. The department will also help on Trick or Treat with monitoring the roads.

VALLEY AMBULANCE

Mrs. Christian reported that the Fund Drive Flyers have been mailed out.

EMERGENCY MANAGEMENT

There were no incidents to report. Deputy Denny Lewis reported that Manager Kellie Crago, Foreman Brian Cain and himself will be going for training on pipeline emergency situations.

OLD BUSINESS

There was discussion on electrical repairs needed at Shouse Park. Commissioner Miller stated the township should go look at other electrical bids before making a decision. Commissioner Miller made a motion to table this discussion and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion.

NEW BUSINESS

The first item was discussion and motion to approve Resolution R-13-2015, a Concurring Resolution confirming that the Township has formally requested a grant in the amount of \$12,880.00 for the installation of three ADA accessible entrances at the Crescent Municipal building. A motion was made by Commissioner Miller and seconded by Commissioner Meredith. A voice vote was taken and found all commissioners in favor. The motion was granted.

The second item was the motion to approve Resolution R-14-2015, which will update and set the vehicle mileage reimbursement rate for the use of personal vehicles for township business. This rate will be established yearly by the Internal Revenue Service. A motion was made by Commissioner Meredith and seconded by Commissioner Miller. A voice vote was taken and found all commissioners in favor. The motion was granted.

The third item on the agenda was discussion and motion to approve the advertisement of Ordinance 560, which if adopted would allow the placement of a stop sign at the northbound intersection of Florence Drive and Spring Run Road, and a stop sign at the southbound intersection of Florence Drive and Hart Drive. A motion was made by Commissioner Miller and seconded by Commissioner Sabol. A voice vote was taken and found all commissioners in favor. The motion was granted.

The fourth item on the agenda was the discussion on the proposed tentative 2016 Budget and Road Program. Commissioner Keller indicated a revised budget was sent out by email to all the commissioners. Commissioner Cook commented on some line items that needed to be adjusted due to addition errors. He also commented on the proposed overtime and wages for the police. He wanted to know why these amounts had decreased from the 2015 budgeted figures. The commissioners discussed that they would try to all meet and work on the budget.

The fifth item was the discussion and motion to approve the purchase of one police portable radio from Mobile Radio Service Inc. at a cost of \$649.63. Commissioner Miller made a motion to approve the purchase and was seconded by Commissioner Sabol. A roll call vote was taken and found all the commissioners were in favor of the motion. The motion was granted.

The sixth item was the discussion and motion to approve the purchase and install of an antenna at the end of Rodney Street to support Police Radios from Mobile Radio Service Inc. in the amount of \$5193.16. Approval is also requested for power for the antenna. Commissioner Miller indicated this is needed to fill in areas where there is no coverage for the police radios along Bocktown Rd. He noted S-1 is allotting \$2000 per police department to help improve communication improvements. Moon Twp. Police department has agreed to use their amount to help cover this expense. The remaining balance will be paid out of capital purchase. Quotes were received by three different electric vendors. The best price came in at \$710. This amount will also come out of capital purchase. Commissioner Miller made a motion to install the antenna by Mobile Radio Service Inc. and electrical worked be completed by Lou Hetzer from

G&S Electric. Commissioner Meredith seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

PUBLIC COMMENTS

Denny Lewis 492 Crescent Blvd. Ext. commented on the budget, the police department and the eliminating the 7-3 shift. The police department is at 61% of the budget for this year. He is concerned this will be a safety issue for the township if the shift is eliminated. There will not be a Crescent police officer available for backup.

Karen Patton 576 Sautter Drive was also concerned about cutting the 7-3 shift and the safety of the township. She does not understand why another full time officer has not been added since it was in the budget two years ago and now another officer is being cut. She thinks it was disrespectful for the Board president to deny an executive session when another commissioner requested one to discuss this matter. She feels there are unnecessary items that are being purchased and wants a more detailed finance report.

COMMISSIONER COMMENTS

Commissioner Miller wanted to remind everyone that Trick or Treat was on Thursday October 29 from 6:30-8 PM. Be careful and watch all the children walking along the streets.

Commissioner Cook is concerned about only having one police officer along McGovern Blvd. He feels it is a grave safety issue.

Commissioner Meredith estimated that the township is falling behind on the road program. He previously asked the residents to chime in on their comments. Since there was a lack of resident input, he is going to recommend at next month's meeting for the State to tar and chip a number of roads next year with their new system.

Commissioner Sabol wanted to agree with Commissioner Cook and the audience about cutting the 7-3 shift. He feels it is a safety issue and would like the board to reconsider their decision.

Commissioner Keller noted that the budget and meeting minutes are online for public review. He does not feel he needs to go over each month. The public can come into the office at any time to review the current budget. Concerning the road budget, for years the amount allotted was \$50,000. One year this \$50,000 was used for McCutcheon Way and there was no road program. The 2015 budget was the first one he actually put together and he assigned \$100,000 for a road program. The board this year voted to increase this amount by \$30,000 when it came time to vote. What is proposed for 2016 is \$80,000 for the roads and \$40,000 toward Riverview. Commissioner Keller called an executive session at 7:55 PM. Solicitor Rodgers stated the session was called to discuss personnel matters. The Board returned from executive session at 8:35PM.

A motion to adjourn the meeting was made by Commissioner Cook and seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 8:36 PM.

Respectfully Submitted,
Certified as a true and correct copy

Patricia A. Christian
Assistant Secretary