

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
December 10, 2015**

On December 10, 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.

Commissioner Cook led the Pledged of Allegiance

**ROLL CALL**

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

Secretary/Manager: Kellie Crago

Solicitor: Richard Start

**PUBLIC COMMENT ON AGENDA ITEMS – None**

**APPRECIATION PRESENTATION**

Commissioner Keller recognized Commissioner Cook for his twelve years of service to the township. He was presented with a plaque which was read aloud. Commissioner Keller also recognized Commissioner Meredith for filling in the last one and half years.

**APPROVAL OF MINUTES**

Commissioner Keller asked for a motion to approve the November 12, 2015 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Sabol. 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 November 18, 2015 workshop meeting minutes. Commissioner Meredith made a motion and was seconded by Commissioner Sabol. 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 November 30, 2015 was presented to the Board for their approval. A motion to accept the November 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 \$ 17,420.95

Invoices due	\$ 13,825.40
Estimated payroll for November	\$ 59,500.00
Highway Fund for street lights	\$ 3,485.46
The total estimated bills for November	\$ 94,231.81

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 for the month of November the office received the following items: Notice from SHACOG about the decrease in the price of salt for December, MRM Trustnotes, eligibility notice from the Department of Labor and Industry concerning the township's unemployment account, notice from Comcast and Verizon FIOS concerning price increase and channel changes, meeting minutes from MTMA, the Legislator Locator, the PLGIT monthly market review and a thank you note from Marty Romah and Hotspurs Select Soccer.

## **MANAGER'S REPORT**

Ms. Crago reported the office completed the following in the month of November: completed webinars pertaining to DCEC filing requirements for 2016 and EOC damage reporting, held a wellness screening for employees, worked with the insurance agent regarding coverage in 2016, handled Right To Know requests and Sheriff sales, completed the Budget Analysis for 2016, worked with the solicitor regarding Parkwood's stormwater ponds, advertised appropriately for the TAN loan and ordinances, worked on MS4 procedures and policies, handled all the accounts payable, receivables and resident's concerns of the township. Ms. Crago proceeded to read a list of accomplishments and purchases the township made throughout the year within the budgetary constraints.

## **SOLICITOR'S REPORT**

Solicitor Start reported their office has continued to monitor the progress of the two appeals filed by SBA Towers, reviewed various matters regarding personnel issues, reviewed documents regarding the status of the Phillips Power Plan, reviewed documents and issued a letter to the Township regarding the status of responsibility for the care and maintenance of the retention ponds at Parkwood and conducted legal research regarding potential merger and/or consolidation of municipalities and issued an opinion letter regarding that subject.

## **ENGINEER'S REPORT**

Ms. Crago reported all punch list work has been completed regarding the 2015 road program. LSSE transmitted Charge Order No. 1 (final) to the contractor on December 4, 2015. A. Folino Construction, Inc. to submit partial payment No. 2 (final) in the amount of \$11,673.31 in advance of the December 10, 2015 meeting.

## **PUBLIC SAFETY**

Commissioner Miller reported for the month of November the following:

Total complaints for the month	152
Assist other police departments	9
Medical calls	2

Total citations/warnings for the month	32
Arrests for the month	4 (theft by deception, fraudulent business practices, bench warrant, DUI and mental health warrant)
Police cruisers total miles	3613

The engine thermostat was replaced in Car 105. On Wednesday November 25, from 11PM – 4AM, Officer Shutka participated in a DUI roving patrol in Crescent Township as part of the West Hills DUI Task Force. Five warnings were issued for moving violations. There were no DUI arrests.

## **PUBLIC WORKS**

Commissioner Meredith reported for the month of November their department completed the following:

- clean up after Election Day
- clean and repair gutter on Municipal building
- responded to PA One Calls
- repaired clogged sewer line service for Municipal building
- cut and removed a fallen tree on Crescent Blvd.
- clean up leaves on streets, inlets, township parking lots and in the parks
- remove American flags on McGovern and replaced with holiday flags
- put up holiday decorations
- performed general maintenance on Public Works vehicles
- patched several potholes in the township
- MS4 work completed
  - Clean off top of inlets
  - Excavated a ditch on Riverview Rd to control water runoff
  - Revision of the Operation and Maintenance program for the pollution and Good Housekeeping Municipal Operations plan that is required.

Commissioner Meredith also responded to a number of complaints that were discussed at last month's meeting. There was a concern of water coming down Riverview Rd near the old salt pile. They excavated the ditch on the upper side of the road to channel the water away from the roadway. The second concern was the inlets on Purdy road and a resident would like to see them raised to street level. There were four inlets that were raised this year on Purdy road. The department is aware of the remaining inlets and will be addressed by priority and will be closely monitored until repaired.

## **FINANCE**

Commissioner Keller reported the township was at 144% for the budgeted revenue and 90% on the budgeted expenses. He indicates there will be a surplus of approximately \$100,000. In the 2016 budget, he indicated he used \$84,900 to balance the budget. So with the surplus, this should cover the \$84,900 needed for 2016. He noted over the past years money was needed to balance the next year's budget. He urged departments to watch their finances until the end of the year. Commissioner Cook questioned the 144% revenue figure. Commissioner Keller apologized and stated the collection of revenue was at 98%, not 144%.

## **PARKS AND RECREATION**

Commissioner Sabol noted the Christmas party will be held on Saturday December 12 at 1PM. Refreshments will be served and Santa will be there. Goody bags will be given to each child and a craft table will be set up. The Recreation Board will not meet on December 21.

### **CRESCENT TOWNSHIP FIRE DEPARTMENT REPORT**

Denny Lewis reported for the Fire Department. He noted Chief Scott will have a yearend report at the January meeting. They continue to have Bingo every Sunday and had an Oldie dance in December. They were present at the Leetsdale fire in October.

### **VALLEY AMBULANCE AUTHORITY REPORT- none**

### **EMERGENCY MANAGEMENT REPORT**

Denny Lewis reported he was present for the chemical fire over in Leetsdale in October. Emergency Management was contacted concerning the fire. He issued a “shelter in place” for Crescent during the incident. The SWIFT reach program was used to reach the residents and the streets below the tunnel were closed. The police and public works departments drove around under the tunnel and park and notified residents outside at the time asking them to “shelter in place”.

### **OLD BUSINESS**

Commissioner Keller asked to add something before discussion began on the agenda items. There was no objection from the board members. Commissioner Keller indicated he was handed an email right before the meeting, from Moon Township. Their engineer was reaching out to Crescent asking if we would like to bid our 2016 road program with their township this year. The email indicated the new Moon supervisors would still need to vote on it in January and it was not a guarantee. Commissioner Keller stated as voted previously for the 2015 road program, as long as there was no objection to possibly save money, we will provide Moon with the information needed to pave Chanticleer Drive in 2016.

The next item was the discussion and motion on Ordinance 561; which if adopted would set the 2016 tax rate at 6.4 mils; 5.9 mils for general expenses and .5 mils for the Fire Department. Commissioner Miller made a motion to approve Ordinance 561 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.

The third item was the discussion and motion to approve Ordinance 562; which if adopted would appropriate the fund equities, revenues and other financing sources available for the year 2016. Commissioner Cook made a motion to approve Ordinance 562 and was seconded by Commissioner Sabol. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

The fourth item was the discussion and motion on the 2016 TAN loan bids as received. Ms. Crago read the two bids received for a \$250,000 TAN loan: PNC - 1.62% and First National Bank – 2.49 % with a deposit relationship and 2.89% without a deposit relationship. Commissioner Miller made a motion to go with PNC Bank for the 2016 TAN loan 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 was the Motion to Approve the Advertisement of the Re-organizational Meeting that will be held by the Board of Commissioners on January 4, 2016 as set forth by the First Class Township Code. Commissioner Sabol made a motion to advertise 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 second item was the Motion to approve the advertisement of the Board of Commissioners meeting that will be held on Thursday January 14, 2016. Commissioner Sabol made a motion to approve the advertisement 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.

The third item was the motion to transfer funds into the Capital Reserve. Commissioner Keller indicated the agenda should read transfer into the General Fund. He discussed there was approximately \$114,626.02 in the Taxpayers account and would like to transfer this into the General Fund. Commissioner Cook indicated he previously discussed about transferring money from the General Fund into the Taxpayers Account and why he changed his mind. He indicated the Taxpayers account was set up to transfer money between the two general fund accounts. It was supposed to yield interest instead of sitting in the general fund for spending. Commissioner Keller asked Ms. Crago to explain the reason for the transfer to the General Fund. Ms. Crago indicated she was under the impression from previous discussions; money would be transferred from the General Fund to the Capital Reserve to cover the \$84,900 that was on the 2016 budget. This would make sure the Capital Reserve balance would not be depleted to around \$125,000. She discussed further how much money was in the General Fund and the Taxpayers Account was a General Fund account. She did not feel money should be transferred from one General Fund account to another. The reason the TAN loan was lowered to \$250,000 was because there was no fund balance transfer at the end of 2014 and the township left a cushion in the General Fund account. With this cushion, the township saved money on interest from the TAN loan being lowered. Discussion continued on how the Capital Reserve account can be used, the money available in the General and Taxpayer accounts. Commissioner Cook wanted to know if the proposed \$84,900 left over from 2015 would be transferred in to the Capital Reserve, Taxpayers Account or left in the General Fund. Commissioner Keller stated the \$84,900 would stay in the General Fund to balance the 2016 budget and anything left over could be transferred into the Taxpayers Account or stay in the General Fund. Commissioner Cook made a motion to table to transfer money into the Capital Reserve until after the fiscal year closes to see how much is actually left. Commissioner Miller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion.

The last item was the motion to approve the final payment to A. Folino Construction pertaining to the 2015 road program. Commissioner Cook made a motion to pay the final portion of the 2015 road program contingent upon receiving proper documentation and not to exceed the amount of \$11,673.31. Commissioner Sabol seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion was granted.

Commissioner Keller announced the Board was in executive session from 6:05- 6:40 PM this evening discussing personnel matters.

## **PUBLIC COMMENTS**

Harriet Lewis 222 Jackson Street wanted to bring the township up to date on what the Civic Club has been doing. They are delivering approximately 55 blankets to the Veterans Hospital in Oakland. The blankets were made by the members. They also delivered 50 poinsettias to shut ins around Crescent. She wanted to thank Chief Zimmel for helping them move the blankets from the storage room. She also informed the board she was resigning as the President of the Civic Club at the end of this month.

Karen Patton 576 Sautter Drive wanted to thank Commissioner Meredith for his service and Commissioner Cook for his 12 years of service.

Denny Lewis 492 Crescent Blvd Ext. Mr. Lewis read a list of businesses that were once established in Crescent Township. He does not appreciate the group of people that are looking to merge with Moon Township or share services with Moon. He has not heard of anyone at a meeting indicating they want to merge with Moon, although the Solicitor read he did research on a merger. If a resident wants to be a Moon resident, then he feels they should sell their home and move there. He also wanted to thank the two commissioners leaving the Board.

Danny Muller 1351 Front Street agrees with Denny Lewis and cannot see why Crescent would want to merge with Moon considering all the history in the Township. He feels there is so much more to come in this Township. He wanted to know if the Board anticipated the push back from the residents about pursuing a merger and dissolving Shouse Town and Crescent.

#### COMMISSIONER COMMENTS

Commissioner Miller wanted to thank Commissioner Cook and Meredith for their years of service. He announced that as long as he is on the Board, he will vote no on a merger with Moon. He wished everyone a Merry Christmas and a Happy New Year.

Commissioner Cook said he received an email from the solicitor concerning merger steps. He felt he was blindsided by this letter and would have been kept in the loop about any type of merger. He noted he has been sitting on the board for 12 years and been accused of many things. One thing was the hype about disbanding the police department. This was not true. He was looking for possible shared services with Moon Township. He feels the new board will need guidance because there were mistakes at the meeting this evening. He listened to the list of accomplishments and feels the board was spending money like drunken sailors. He noted the Taxpayers accounts at one time had around \$242,000 and the Capital Reserve had a large amount along with the windfall of delinquent tax collection from Ira Weiss. He feels the board spends money as fast as it comes in. He feels the township is in grave danger and someone is trying to bankrupt the township. He would like someone on the board next year to step up and turn things around. He wanted to thank past board members that he worked with and showed up for the meeting. This group of ladies helped raise money for the parks within the Township, noting Huntsridge Park as the big project not using any taxpayer money. He feels what they accomplished was good for Crescent Township and to keep the community together. He does not see this anymore in the community. He feels the community is worth the extra taxes that he pays. He wants to thank the residents that have supported him the last 12 years. He wanted to thank his family, his wife, the parks board members and Karen Patton. He would not trade the last 12 years for anything.

Commissioner Sabol stated he disagreed with what Commissioner Cook stated about the spending. He wished him well and thanked him for what he has taught him. He wanted to wish the residents a Merry Christmas and Happy New Year. He reminded everyone to show up for the Christmas party on Saturday. He has no intention on dissolving Crescent Township and will do everything he can to save it.

Commissioner Meredith wanted to say it was his pleasure and honor to sit on the board for another year and half. He will miss the board members but will miss the employees even more. He feels the staff is the best ever, especially the new foreman. His advice to the new board is to take good care of the employees.

Commissioner Keller wished Commissioner Cook and Meredith a good smooth road ahead. He disagrees with what Commissioner Cook stated about over spending. He indicated last month Commissioner Cook

stated the budget was so tight and they needed to raise taxes. There will be some overage from this year, just like last year, and will go into next year's budget. He noted revenues are not increasing as much as expenses and adjustments need to be made. At last month's meeting, several people brought up that they would form a group to merge with Moon Township. He does not know what the new board will be up against concerning this matter. He asked the solicitor to identify what they would be up against in a merger. It takes 51% of Crescent votes and 51% of Moon votes to merge. The public will have to put it on a referendum to determine the outcome. The board needs to know what they are up against and now they will have the information needed from the Solicitor. He wished everyone a Merry Christmas and a Happy New.

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 8:15PM.

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Township Manager / Secretary