

**Township of Crescent
Board of Commissioners
Workshop Meeting
May 25, 2016**

On May 25, 2016 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 6:00 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

ROLL CALL

Those present - Commissioners: President Joe Sabol, Vice-President Todd Miller, Jeffrey Gagat and Arthur Buccigrossi; Jerry Keller arrived at 6:20 PM

Secretary/Manager: Kellie Crago

Commissioner Sabol announced the Board was in Executive Session from 5:50 PM – 6:08 PM

COMMITTEE REPORTS

PUBLIC WORKS

Commissioner Gagat noted he spoke with Brian Cain this morning regarding the applications that have been received for the open Public Works position. Brian has reviewed all the applicants and will be giving him his recommendations. Commissioner Gagat will be reviewing and evaluating them also. Due to the nature of the Sautter Drive project, it will be on hold until the third employee has been hired. Regarding township salt there is room for only one more truck load. The township will need to take advantage of the extension being offered by Cargill, Inc.

PARKS AND RECREATION

Commissioner Buccigrossi noted the Parks Board fundraiser is going good and the banners have gone up at Shouse Park.

MANAGER'S REPORT

Ms. Crago had a copy of the Liquid fuels audit available for review for all the commissioners. The Pension GASB 68 reports are also in for review. She noted she attended a MS4 meeting last week and spoke with the Allegheny County Conservation District. They have started to send out Memorandum's of Understanding to all the municipalities for review. She has passed the document on to the engineer and solicitor for review and their opinion. This document is required for our MS4 permit. Lastly, she noted a resident John Mueller has volunteered to clean the monument for the Memorial Day ceremony this weekend.

Commissioner Miller wanted to pass on information he received at their COG meeting. Municipalities are using the Pennysaver to publish MS4 and community events for free. It may be beneficial for the township to look to see if this service is available for Crescent. Ms. Crago informed the commissioners a representative handling our township newsletter has started contacting businesses for the advertising. There was discussion on the Allegheny West publication and their ad prices.

OLD BUSINESS

The first item on the agenda was the discussion and motion to approve a four year agreement between Crescent Township and the Chief of Police, Kenneth Longerman. Commissioner Gagat had a comment regarding the evaluation and the criteria used. He interrupts the contract to read the criteria would be agreed upon thirty (30) days before the anniversary date. He feels the criteria needs to be determined at the beginning so the employee knows what they will be evaluated on. He would like to see the contract as clear and concise as possible. Commissioner Miller stated his job description would be used as the criteria. He feels Ken would not have an issue with establishing the criteria beforehand. Commissioner Sabol feels the evaluation is pretty open for criteria. Commissioner Miller made a motion to approve the contract and was seconded by Commissioner Buccigrossi. A roll call vote was taken a found all four commissioners in favor of the motion. The motion passed.

The second item was the discussion and motion to approve the consultation agreement with Bill Gamble, pertaining to Civil Service Rules and Regulations. Commissioner Miller explained our rules were established in 2003 and have not been updated since then. Mr. Gamble helped put together the original ones. He recently reviewed them and noticed some points need to be updated along with promotions being added. He will update the rules for a fee of \$1100. Commissioner Sabol noted the solicitor highly recommends him because he is one of the top guys in the State. He also wanted to know if he will update items in the future. Commissioner Miller read the contracts last line stating “will provide follow-up as necessary”. He felt this would take care of items in the future. Commissioner Keller wanted to know what was wrong with our rules. Commissioner Miller stated the Chief knew more about what was missing. Ms. Crago stated she knew the promotion section was missing from our current ones and that is one area according to the contract he would be updating. Commissioner Miller would like to see the option of hiring from within before reaching out to new employees. He is not sure if this is even an option. Commissioner Keller would like to hire from within also but does think this should be a mandatory hiring preference. Commissioner Miller made a motion to approve the consult agreement with Bill Gamble. Commissioner Keller wanted to know if it was an option to adopt the actual First Class Township Act 99 Civil Service rules. There was discussion on who would write them from the township plus there would be a fee for our solicitor to review them. Commissioner Miller stated the township cannot hire a third full time officer until the rules are updated and either way the township will probably still have to consult Mr. Gamble and the Solicitor on this topic. Commissioner Gagat confirmed that the current rules are seriously outdated and if we need the document to operate under. Commissioner Miller replied it was necessary. Discussion continued regarding what was needed and how this will be tie into their CBA. Commissioner Sabol seconded the motion. Commissioners Sabol, Miller and Buccigrossi approved the agreement with Commissioners Keller and Gagat opposing. The motion passed 3-2.

The third item was the discussion and motion to approve the addendum from Cargill, Inc. regarding the extension of the minimum obligation purchase date. Commissioner Gagat noted Cargill will extend the minimum purchase date to December 31, 2016. There is a possibility to store some salt with PennDOT. The township can hold one more truck load currently. There was discussion on the option of purchasing a larger salt storage area. Commissioner Gagat made a motion to approve the addendum and was seconded by Commissioner Miller,. A roll call vote was taken and found all commissioners in favor of the motion.

The fourth item was the discussion and motion to approve the Service Order from Lennon, Smith, Souleret Engineering Inc. pertaining to the 2016 Road Program. Commissioner Miller made a motion to approve the Order and Commissioner Buccigrossi seconded the motion. Ms. Crago noted this was

needed for their services to review the work being completed during the paving process and this was a standard order. The order notes an approximate flat amount but after discussion with Kevin Brett the township will be billed hourly. Discussion continued on how much it may actually cost if the service hours went over 50 hours. Ms. Crago noted there will probably be a bill from Moon since they put the bid together and paid for the advertising. A roll call vote was taken and found all commissioners in favor of the motion.

The fifth item was the discussion on the Duquesne Light LED conversion project. Commissioner Miller stated he would like to see all of McGovern converted. Discussion continued on where to place the LED lights within the township, how the electric bills have decreased over the last year with the LED lights and how many the township can purchase. Ms. Crago noted the cost would come out of Liquid Fuels and she will look into in the different areas the township can place the lights are reported back to the Board at the June meeting.

The last item was the discussion on Crescent clean-up day. Ms. Crago noted the David Davie family is not doing a clean-up project this year as in years past but would like to still do the softball game with the Public Safety departments. She noted the township needs to have an outreach program in place because of the MS4 permit. Discussion occurred on what programs can draw a large crowd and if the Parks Board can tie something in with their events, or if the Boy Scouts would like to participate. New ideas are needed.

PUBLIC COMMENTS- none

COMMISSIONER COMMENTS

Commissioner Miller wanted to thank Commissioner Gagat for riding along with two of the officers last weekend and his follow letter email was kind.

Commissioner Keller reminded everyone the Memorial ceremony will be Sunday and to make sure the tent and system is set up. Commissioner Sabol and Buccigrossi will attend the event. Commissioner Keller noted there are a number of good things happening with the military around here and changes that will be occurring.

A motion to adjourn the meeting was made by Commissioner Keller and was seconded by Commissioner Gagat. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:13 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Manager/ Secretary

