

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
November 10, 2016**

Commissioner Sabol announced the Board was in Executive Session from 6:30 P.M.–7:03 P.M.

On November 10, 2016 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 7:05 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

Commissioner Keller asked if there could be a moment of silence for Sewickley’s Chief of Police who passed away from a heart attack and two police officers from Canonsburg were shot. One was killed and the other was is in the hospital.

ROLL CALL

Those present - Commissioners: President Joe Sabol, Vice-President Todd Miller, Jerry Keller, Jeffrey Gagat and Arthur Buccigrossi

Secretary/ Manager: Kellie Crago

Solicitor: Richard Start

PUBLIC COMMENT ON AGENDA ITEMS - none

APPROVAL OF MINUTES

Commissioner Sabol asked for a motion to approve the October 13, 2016 business meeting minutes. Commissioner Gagat made a motion and was seconded by Commissioner Miller. A roll call vote was taken. All commissioners were all in favor of the motion. The motion carried.

TREASURER’S REPORT

The Treasurer’s report dated October, 2016 was presented to the Board for their approval. A motion to accept the October, 2016 Treasurer’s Report as received was made by Commissioner Keller and seconded by Commissioner Buccigrossi. 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	\$ 46,691.88
Invoices due	\$ 165.00
Estimated payroll for November	\$ 44,000.00
Highway Fund for street lights	\$ 3,520.78
The total estimated bills for November	\$ 94,377.66

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

CORRESPONDENCE

Mrs. Crago stated the office received the following correspondence in the month of October: Newsletter from the Allegheny League of Municipalities, notice regarding the Short Term disability election for employees, minutes from MTMA, the CoStars connection, notice from Comcast and Verizon regarding channel changes, the draft Stormwater Management plan from Allegheny County, renewal notice from MRM, a refund check from our worker comp carrier, notice from Keystone Collections regarding monthly invoices, and notice from the COG regarding 2016's Vector use.

MANAGER'S REPORT

Mrs. Crago reported for the month of October the office completed the following: received applications for the police professional and public officials insurance, attended the yearly MS4 training with the engineer, completed the yearly workers comp audit, attended a Stormwater protection class with Creswell Heights Water Authority, attended the APMM manager's conference, completed webinars regarding Municipal accounting, and the ICMA manager's training, attended the ALOM meeting pertaining to health insurance changes, met with our Penn DOT rep regarding the 2017 agility agreement, worked with the engineer regarding MS4 policy updates, filed sheriff sale papers, met with the Teamsters regarding health care contribution, worked on the 2017 budget, completed the township newsletter, worked with the engineer regarding the CDBG grants for years 42 and 43, handled personnel issues, changed phone and internet provider from Verizon to Comcast, filed a workers comp claim, handled resident concerns and every other day to day operations of the township. A workshop meeting is scheduled on Wednesday November 16 at 6:00 PM.

SOLICITOR'S REPORT

Solicitor Start reported that his office reviewed health care coverage, personnel matters, the Verizon Cell tower and Civil Service items.

ENGINEER'S REPORT

Ms Crago reported for LSSE. The CDBG Year 42 ADA automatic door openers is out for bid with a bid opening date of November 16. The CDBG Year 43 pre-application, for Shouse Park ADA improvements, are due to the COG by November 18. A resolution must be passed and included in the package. They have conducted the required yearly MS4 staff training and issued the Year 4 outfall testing. The report dated October 31, 2016 noted the illicit discharge and maintenance repairs for follow-up by the Township.

PUBLIC SAFETY

Commissioner Miller reported the following for October:

- Calls for service 204
- Total citations/warnings 44
- Arrests 8 (DUI, disorderly conduct, burglary, simple assault, child endangerment)
- Miles traveled 3,716

Repairs and maintenance completed: Car 105-no maintenance; Car 106-light bar secured at (First Out) Car-107 oil change (Grady's)

Schooling and Seminars: Officer Fedorka attended SFST training (DUI Classes), All officers completed mandatory firearms and Taser training

The report was submitted by Sgt. Krithinithis III due to Chief Longerman Workers Comp injury.

PUBLIC WORKS

Commissioner Gagat reported their department completed the following in October:

- Prepared and cleaned pavilions for Fall Festival
- Repaired washout and roadway on Riverview Road. Both lanes are now open
- Replaced lights at Shouse Park
- Tiger mowed Township and State Roads (agility program)
- Picked up litter
- Started preparing for plowing
- Filled in postholes
- Maintained parks, prepared and installed new garbage cans @ parks
- Washed trucks and cleaned up shop
- Prepared the upper storage building for the storage of the Tiger mower and backhoe

MS-4 Work

- Cleaned inlets before and after storms
- Attended training course
- Inspect sediment control ponds
- Attended a meeting regarding written MS-4 procedural updates

FINANCE

Commissioner Keller reported that we are 83% completed on this year's budget. We received 93% of our revenue in which is good, and have spent 79% of our expenses which is good. Everyone has done a terrific job with the budget. It looks like the Township will end up with about \$84,000. He will explain what he would like to do with that money during the budget discussion.

PARKS AND RECREATION

Commissioner Buccigrossi stated the Fall Festival went well besides the weather. He thanked the Fire and Police department for coming to the event. The Parks Board had a basket raffle at the election and Commissioner Sabol was the winner. The Recreation Board's Halloween parade was a great success. The magician was a huge hit. On December 10 at 1 PM, the Recreation Board will have their Christmas party with a special appearance from Santa. Commissioner Keller asked what the profit was from the basket of cheer. Commissioner Buccigrossi did not know the exact figure but he knew it is a big fundraiser.

FIRE DEPARTMENT

Denny Lewis reported for the Fire Department. They were out on Halloween night and helped Moon Township regarding a boy lost that same evening. The department purchased a new Chief truck. The money used to purchase the vehicle came from the Fire Relief Fund.

VALLEY AMBULANCE

Mrs. Crago noted Wendy called the office earlier noting the Audit was completed and there were no issues.

EMERGENCY MANAGEMENT

Denny Lewis attended the 2016 Emergency Preparedness Hazmat Management conference in Pittsburgh and also toured the nuclear plant. Updates will take place next month.

OLD BUSINESS- none

NEW BUSINESS

First item was discussion on the proposed 2017 budget and motion to advertise. Commissioner Keller anticipates approximately \$84,000 left over for 2016. He would like to allocate these funds to the following: \$15,000 to each the Public works and Police vehicle fund, \$30,000 to building maintenance repairs or new roof and \$20,000 toward a generator for the building. If the building funds are not used next year, it will remain in the General Fund earmarked to such purposes. The remaining \$4000 will be absorbed into next year's budget. The road program was set at \$110,000 to finish Sautter Drive and Cambon. Commissioner Gagat asked where the \$55,000 increase was coming out of because he thought that was coming out of the surplus from this year. Commissioner Keller stated the township can take money out of Capital reserve that was appropriated for building. Commissioner Sabol noted money was coming out of Capital reserve for these projects but is it noted in the budget. Commissioner Keller stated it was not in the actual budget but it will be noted. Mrs. Crago stated the Board can assign funds for specific purposes. Commissioner Keller made a motion to advertise the proposed 2017 budget and was seconded by Commissioner Miller. 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 advertise Ordinance 564; which if adopted would set the 2017 tax rate at 6.4 mils; 5.9 for general fund expenses and .5 mils for the Fire Department. Commissioner Keller made a motion to advertise and was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The third item was the motion to approve the advertisement of Ordinance 565; which if adopted would appropriate the fund equities, revenues and other financing sources available for the year 2017. Commissioner Keller mad a motion to advertise and was seconded by Commissioner Miller. A roll call vote was taken and all commissioners were in favor of the motion. The motion passed.

The fourth item was the motion to approve the advertisement to receive bids for the 2017 TAN loan in the amount of \$250,000. Commissioner Keller made a note this amount used to be \$300,000 but the board has been able to keep it at \$250,000 for the past couple of years. Commissioner Keller made a motion to advertise and was seconded by Commissioner Gagat. A roll call was taken and found all commissioners in favor of the motion. The motion passed.

The fifth item was the discussion and motion to hire a full time police officer. Commissioner Miller stated this was to replace the third full time officer when Captain Longerman assumed the Chief's

position. Candidates were orally interviewed by neighboring Chiefs and a list was compiled from the scores. Commissioner Miller made a motion to hire Cuyler Hale to the full time position with a start date December 1, 2016. Commissioner Keller seconded the motion. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The sixth item was discussion and motion to hire one full time officer. Commissioner Sabol state a start date of January 2017. Commissioner Miller noted this was discussed with the Chief and numbers were calculated. The Chief feels the department would run smoother with four full time officers and costs can remain the same if not slightly more. Commissioner Miller made a motion and recommendation to hire Emily Hartman to the fourth full-time officer with a start date of January 1, 2017. Commissioner Keller seconded the motion. He also noted it was in the 2017 budget. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The seventh item was the motion to approve Resolution R-19-2016; a concurring resolution confirming the Township has formally requested a grant in the amount of \$24,300 for the installation of ADA sidewalks at Shouse Park. Commissioner Keller asked why the amount changed from the original amount. Mrs. Crago stated the original grant request included ADA park equipment which is not eligible for the CDBG grant. Our engineers redesigned the application by extending the sidewalks and parking spaces increased the amount. Commissioner Keller made a motion and was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The eight item was the discussion and motion on full-time union members contribution toward health care; Police and Public Works. Commissioner Gagat stated the township will be offering two health care plans for 2017. The current PPO10 will be offered with a 1% salary employee contribution and the PPO 500/1000 will be offered with zero employee contribution. Commissioner Gagat made a motion to offer the healthcare plans to all employees and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

The last item was the discussion on the request for an Easement on Parcel# 811-M-110. Solicitor Start owns a piece of property that has a gravel driveway running over it. The prospective owner's bank is requesting an easement over this property in order for the sale to go thorough. He looked at the proposed easement and there are some changes he would like to add to protect the township. He noted the township is not required to move forward with any type of easement request. The solicitor would need the board's approval in order to move forward with any changes to the proposed easement contract. The Board noted they would like to see the changes to the easement contract and it would be presented at the next meeting for more discussion and possible approval.

PUBLIC COMMENTS

Ernie Dietz, McKees Rocks, prospective owner of the house requesting the easement. He noted there is a December 1 closing date and wanted to know how quick the easement could be passed. There was discussion on trying to get the easement contract prepared by the November 16 workshop. The solicitor stated he will make the changes and get it back to the Board in a timely manner.

Denny Lewis 492 Crescent Blvd Ext. had a question on the millage for the Fire Department. He thought the .5 millage for the fire department cannot be changed. Commissioner Miller stated the millage is explained to the residents so they understand how much is going to general expense and how much for the fire department. He also stated on Halloween, emergency Management held a party for all first responders. He wanted to thank Angelina's for the discounted price on the pizza and Patrick's Pub for donating over 20 dozen of wings. He wanted to comment on the two officers that were hired this evening. He has worked with them and feels they made the good choice.

COMMISSIONER COMMENTS

Commissioner Miller wanted to congratulate both officers. He thanked the Fire and Police officers for keeping Halloween safe. He is upset with all the demonstrating that is going on because of the election. It's time for the country to heel and give the government a chance. He passed on his condolences to the officers that had fallen over the past week.

Commissioner Buccigrossi congratulated the two new officers, the fire fighters and police for attending the Parks and Recreation events. The two boards are expecting a long relationship with each other. He thanked the volunteers behind the scenes for the events.

Commissioner Keller also congratulated Officers Hale and Hartman. He also wanted to congratulate the Public Works commissioner on the health care contribution. He asked everyone to remember the Police chief at Sewickley and the two officers involved in the shooting.

Commissioner Gagat also congratulated the two new full time officers. He feels they will both be assets to our community. He hope in the future we give Trump a chance and keep it in the positive direction not a negative one.

Commissioner Sabol congratulated the two new full time officers on their position. He feels it is a tragedy and an embarrassment to gun down officers. Nobody has the right to do this type of action. He passed his condolences on to the families of the officers and the Police Chief at Sewickley. He asked the country to heal over the outcome of the election and not to protest because your guy did not win.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Sabol and was seconded by Commissioner Keller. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:49 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Secretary / Manager

