

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
January 12, 2017**

On January 12, 2017 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 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 December 8, 2016 business meeting minutes. Commissioner Buccigrossi 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 December, 2016 was presented to the Board for their approval. A motion to accept the December, 2016 Treasurer's Report as received was made by Commissioner Miller and seconded by Commissioner Gagat. 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	\$ 70,418.85
Invoices due	\$ 21,245.40
Estimated payroll for January	\$ 44,000.00
Highway Fund for street lights	\$ 3,521.86
The total estimated bills for January	\$ 139,186.11

A motion to pay the bills was made by Commissioner Keller and seconded by Commissioner Buccigrossi. 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 December: notice from Comcast and Verizon regarding rate and channel changes, notice from MTMA regarding an

application to the PA DEP , a confirmation regarding participation in the relief of charges for 2017, correspondence from Valley Waste regarding their performance bond for 2017, an invitation to a municipal roundtable discussion from Senator Reschenthaler's office, notice from ALOM regarding vehicle registration stickers for 2017, meeting minutes from MTMA and notice from NRG Energy regarding the PA Storage Tank and Spillage Prevention Act.

MANAGER'S REPORT

Mrs. Crago reported for the month of December the office completed the following: worked with the engineer regarding the subdivision application, met with Penn DOT regarding the Agility program, met with the conservation district regarding permits, handled delinquent garbage accounts, worked with Moon Township regarding the 2017 road program, worked on the TAN loan documents, handled the workers compensation claim, completed year end items and everyday duties.

SOLICITOR'S REPORT

Solicitor Start reported that his office reviewed documents relevant to the Zubic/Camesi proposed subdivision, reviewed a bid package from the engineer regarding the ADA entrances to the municipal building, reviewed Stormwater Management letter from the engineer and proposed revised developer's agreement, overweight permit bond and removal bond regarding the Verizon communication Tower and had numerous communications with their Attorney and the Township Engineer. They also reviewed the proposal for the TAN loan from PNC, Note Resolution, Certificate as to Collections and Expenditures, Filing Receipt, Settlement Certificate, Note, financing Statement, and IRS Form; prepared and transmitted the Solicitor Opinion letter.

ENGINEER'S REPORT

Ms. Crago reported for LSSE. Regarding the CDBG year 42- ADA Automatic door openers, LSSE issued a bid report letter dated December 5, 2016. On the 2017 road program, LSSE submitted an opinion letter of probable cost and specifications to the Township for Sautter and Cambon Drive on December 13, 2016 via email for the Township to provide to Moon for the joint bid venture. Moon will be placing the package out to bid. LSSE reviewed and issued letters regarding stormwater Management for Verizon's communication tower on December 8 and December 23, 2016.

PUBLIC SAFETY

Commissioner Miller reported the following for December:

- Calls for service 159
- Total citations/warnings 48
- Arrests 4 (DUI, disorderly conduct, theft, public drunkenness)
- Miles traveled 3,466

Repairs and maintenance completed: Car 105- new wiper blades and license plate light
Car 106- new back wiper blade

All Officers have been scheduled for 2017 mandatory In-Service training.

PUBLIC WORKS

Commissioner Gagat reported the department completed the following for December: maintained roads

during winter storms, cleaned up trees fallen during and after ice storms, cleared out and reset up meeting room and manager's office for new carpet, installed new flooring in the front entrance area, repaired salt spreader and installed strobe lights on trucks, washed trucks and detailed backhoe, picked up litter, and filled potholes. MS4 work completed: removed leaves from inlets after storm events and worked on updating MS4 paperwork.

FINANCE

Commissioner Keller reported for the Township received 99.4% of the budgeted revenue and spent 92.7% of the budgeted expenses leaving a positive balance at the end of the year. This has been accomplished the last 4-5 years. He wanted to thank the department heads for doing a nice job on watching the budgets daily.

PARKS AND RECREATION

Commissioner Buccigrossi reported the Christmas party in December with Santa was a huge success. The Parks Board has events planned 8 out of the 12 months of the year. The next event is Family Game Night on February 18th from 6-8 PM in the Multi-purpose room. The Board will provide refreshments and games. Look on the Township website for a list of all the events planned for the year. Both Boards are looking for volunteers.

OLD BUSINESS- NONE

NEW BUSINESS

The first item under new business was the motion to approve Resolution R-1-2017 which authorizes a Tax Anticipation Note through PNC, Bank. Commissioner Keller made a motion to approve the Resolution and was seconded by Commissioner Gagat. 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-2-2017 which waves the full-time Police officers 5% contribution to the Pennsylvania Municipal Retirement System for the year 2017. Commissioner Miller made a motion to approve the resolution 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 appointments to certain committees/boards as follows:

Jim Koepfinger	Planning commission	term ending 2020
Todd Miller	Civil Service	term ending 2022
Stef Collins	Parks board	term ending 2020
Lynda Jones	Recreation Board	term ending 2020
Tim Palko	Zoning Hearing	term ending 2019

Commissioner Keller made a motion to approve the appointments 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 fourth item under new business was the motion to approve the advertisement of the 2017 Workshop meetings as follows: May 24, August 23, September 20 and November 15. Start time at 6 PM for all

meetings. Commissioner Buccigrossi made a motion to approve the advertisement 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 final item was the discussion on parking issues on Glenhays Drive. Commissioner Miller said it has been brought to the Township's attention a problem public works is having plowing Glenhays due to resident's parking in the cul-de-sac and the slope. Commissioner Miller felt there were concerns that plowing was not adequate when the workers were doing the best with the plow while getting around the cars parked on the road. Commissioner Buccigrossi noted the cars per household are rather high, 3-4 per house causing residents to park in the street. Most of the residents use their driveway but some need the road for additional parking. Commissioner Miller noted Cambon was made no parking in the cul-de-sac 15-20 years ago because public works was having a difficult time plowing. Commissioner Miller suggested having No parking for a three month period during the winter months. Commissioner Gagat discussed municipalities that have snow emergency parking bans, suggested using the township notification system to remove vehicles when needed, and maybe ways to coordinate between public works and Glenhays residents when inclement weather is coming to remove their cars in order to clean the cul-de-sac. He also has another parking situation in Parkwood where there is no parking 24/7 and people periodically are still parking on the street. He also suggested an emergency wide ban because it would increase the efficiency of Public Works' performance and safety. Commissioner Miller and Gagat suggested sending a letter to Glenhays resident's informing them of the parking concerns. It was decided a letter will be drafted and circulated among the Board for agreement then mailed to the resident's.

PUBLIC COMMENTS

Denny Lewis 492 Crescent Blvd Ext. would like to answer Commissioner Millers question regarding the public notification system. Mr. Lewis noted SWIF Reach cannot be used to notify individual streets but can be used for specific sections of the Township.

COMMISSIONERS COMMENTS

Commissioner Miller wanted to follow up on what Mr. Lewis reported earlier about ice on the road. His truck almost did a donut on McGovern even though it was 42 degrees outside. Be careful on the roads.

Commissioner Buccigrossi said they Parks board is looking forward to a very busy and successful 2017.

Commissioner Keller wanted to wish everyone a very happy and prosperous 2017.

Commissioner Gagat stated back in December when 4 inches of snow had fallen. He did a drive around around the municipality and did notice Spring Run Road was slick and needed some plowing. He recognized that Moon Township was a little behind our public works on clearing the road. Both Commissioner Sabol and he will be meeting with Mark Turnley to discuss what would be involved in moving the township from cash to fully accrual GAAP basis.

Commissioner Sabol would like to recap of having a happy and prosperous 2017.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Keller and was seconded by Commissioner Miller. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:31 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie L. Crago
Secretary / Manager