

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
April 13, 2017**

On April 13, 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.

Commissioner Sabol wanted the record to reflect the Board was in executive session before the last Board meeting, March 9, from 6:15-6:40 PM.

**ROLL CALL**

Those present - Commissioners: President Joe Sabol, Vice-President Todd Miller, Jerry Keller (via telephone), 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 March 9, 2017 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Gagat. 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 March 31, 2017 was presented to the Board for their approval. A motion to accept the March 2017 Treasurer's Report as received was made by Commissioner Buccigrossi 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	\$ 13,392.42
Invoices due	\$ 46,887.42
Estimated payroll for April	\$ 42,000.00
Highway Fund for street lights	\$ 3,521.86
The total estimated bills for April	\$ 105,801.70

A motion to pay the bills was made by Commissioner Miller 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 March: notice from the Allegheny County Southwest Tax collection district, Allegheny County Health Department, fuel

adjustments for salt purchases, channel changes for Verizon, the directly for the PA State boroughs Association, the COStars Connection, the RESPONDERS newsletter, meeting minutes from MTMA, and notice from MRM regarding dividends for our Liability and Workers Comp. program. The total dividend was a little over \$32,744. This dividend is up \$7000 from last year.

### **MANAGER'S REPORT**

Mrs. Crago reported for the month of March the office completed the following: attended meeting pertaining to the Staunton Heights Developments, the Fire Department addition, Managers meeting, and Banner Community recognition, for the second year in a row. We also completed the 2016 Liquid fuels audit, followed up on Property maintenance violations, worked on building permits with the building inspector, updated address for the 911 system, provided documents to the auditor for the 2016 financial audit that was completed and submitted to the DCED in March, worked on the 2017 Road opening bids, completed documents pertaining to the new employee for Public works, completed documents from the Allegheny County Health Department, completed documents for the next Census, updated information for the PA municipal league, reviewed tax appeals and citizen concerns, plus completed all the other day to day activities of the township. Ms. Crago wanted to recognize Sergeant George Krithinithis for his 15 years of full time service to the township's police department.

### **SOLICITOR'S REPORT**

Solicitor Start reported that his office has continued dialogue with Attorney Perotti and the Township engineer concerning the final terms to the Township's Developer's Agreement regarding the Verizon communication tower. They also reviewed multiple correspondences from the Township, the Tax collector and the Township Auditor and have prepared an Addendum to the Tax Collector's compensation agreement, reviewed multiple correspondence and documents to and from the Township and conducted legal research regarding personnel matters, they reviewed correspondence and a proposed lease Agreement with Mosites, and finally reviewed the 2017 Road Program Bid package.

Solicitor Start was given permission to leave the meeting early due to an early flight he was taking the next morning. He asked if there were any questions before he left. No questions were asked.

### **ENGINEER'S REPORT- No report**

### **PUBLIC SAFETY**

Commissioner Miller reported the following for March:

- Calls for service 215
- Assist other Police Depts. 12
- Medical assistance 6
- Total citations/warnings 107
- Arrests 9 (DUI, burglary/theft, warrant arrest, criminal mischief, and possession of paraphernalia arrest)
- Miles traveled 4,219

Repairs and maintenance completed: Car 105- new battery and inspection completed  
Car 106- battery replaced  
Car 107- driver side headlight and left alley light replaced

Officer Hale, Laffey and Bitts completed Mandatory In-Service training.

## **PUBLIC WORKS**

Commissioner Gagat reported the department completed the following for March: maintained the roads during winter storm, finished painting multi-purpose room, washed the trucks and backhoe, filled in pot holes, installed new street signs, cleaned and maintained parks, removed, cleaned and prepared salt spreaders and snow plows for summer storage. MS4 work completed: cleaned and organized storage area and cleaned inlets.

## **FINANCE**

Commissioner Gagat prepared a report that was passed out to the Board breaking down how a dollar of revenue and expenses is spent. He announced how much of that dollar broke down per department. He compared the budget and described certain areas that were over and under. He discussed three areas that were close to or over budget: the tax collector and auditor fees, delinquent garbage and the fire department. The Tax collector fee needs to be adjusted due to the large first repayment of her compensation agreement and the audit is currently going on so payment is expected. The delinquent garbage collection fee is over the 17.96 % due to the high rate of delinquent accounts and in the Fire Department their auto fleet insurance and association dues are high because they have been paid in full for the year. Overall the township is in pretty good shape through the end of March.

## **PARKS AND RECREATION**

Commissioner Buccigrossi reported the Recreation board had their 2nd annual kids' carnival in the Multi-purpose. It was a great time and the kids had a ball. A Ladies Tea is scheduled for May. The Recreation Board will hold their annual Easter egg hunt at Shouse park this Saturday at 1 PM. The Easter Bunny will be attending the event along with an egg hunt and goody bags. He wanted to thank all the Police officers for attending all of their events.

## **FIRE DEPARTMENT- none**

## **VALLEY AMBULANCE**

Wendy Schulenburg indicated reminder notices have been sent out for this year's subscription. Valley also received their dividend check but it was not as much as years past due to 2 serious Worker's Comp injuries.

## **EMERGENCY MANAGEMENT**

Ms. Crago reported for Denny Lewis. He attended the quarterly training class at the EOC center. The class was on the American Red Cross. He also set up a tour for the Fire department at the EOC on April 3<sup>rd</sup>. Six firemen and two Commissioners attended the tour. He is also working on a plan to supply house numbers to residents that do not have them currently displayed. Ms. Crago reminded residents it is a Township Ordinance that residents must display at least a 3 inch group of numbers on their home for 911 purposes. Contact the township administration office to see if there is one available for your house.

## **OLD BUSINESS- NONE**

## **NEW BUSINESS**

The first item was the motion to approve the Developers Agreement between Crescent Township and SBA Towers IX, successor-in-interest to SBA Towers VI, LLC for development of a communication tower located on Riverview Road. Commissioner Miller made a motion to accept the Developers

Agreement 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-7-2017 which recognizes Morgan Tamburro as the Deputy Tax collector for Ms. Judith Withee. Commissioner Buccigrossi made a motion to approve the Resolution 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 third item was the discussion and motion to accept the bid for the 2017 Road Program as received at the bid opening on March 22, 2017; lowest bidder was Youngblood Paving for the followings amounts: the remaining portion of Sautter Drive for \$61,402.50 and Cambon Drive for \$34,675. Commissioner Gagat made a motion to approve the bids 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 was the discussion on the second year salt option with Cargill, Inc for the purchase of road salt for the 2017/2018 winter season. Commissioner Gagat wanted to know if this was the best option for the Township. Ms. Crago noted there was another option, although their price was comparable to what the Township received this year. Commissioner Gagat made a suggestion to only purchase what the township would need for next year due to the excess amount that is on hand currently. Commissioner Miller agreed to only order a smaller amount for the upcoming year. Ms. Crago reminded the commissioners the letter for approval was only to approve a second year option to purchase from Cargill. The salt amount will be made at a later date. Commissioner Gagat was good with locking the in price at his time and quantity later. Commissioner Gagat made a motion to accept the Cargill, INC second year option letter 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 new garbage contract that would be effective for 2018 and beyond. Commissioner Sabol reminded the Board they all received a copy of the current garbage agreement for review. Commissioner Gagat passed out an email noting the delinquent garbage balance due over the past number of years totaling around \$112,000. An additional amount of \$16,000 is also added from 2016 with a new total of about \$128,743. Some collections may have taken place to reduce this amount but the balance is still high. He felt doing this same process over and over just keeps adding to the balance and residents are not accountable until the house is sold. He is asking the Board to consider changing the way garbage is billed and letting the Collector handle the accounts receivable. The Collector could cut the resident off after a certain amount of time of non-payment and let the code enforcer step in if garbage accumulates on the property. Commissioner Miller is concerned about those who will let the garbage accumulate on their property. He feels public works will ultimately be picking up residents garbage for those who do not pay. Discussion continued on how Valley Waster currently handles collection proceedings with other municipalities. Commissioner Sabol wanted the Board not to be fearful of the unknown and this garbage procedure needs to change. Commissioner Miller noted he heard at COG meetings it costs approximately \$1 more a month to add the E-waste option through some companies and would like to pursue this option on the next bid. Commissioner Buccigrossi noted he will be abstaining from all discussion on the garage bid due to a conflict of interest as he works for Waste Management. Commissioner Gagat would also like to see a recycling program for the Township and reduce the size of the refuse container at the municipal building to deter residents from dumping it down here.

## **PUBLIC COMMENTS**

Lynda Jones 563 Sautter Drive wanted to take a moment of silence for Thelma Stucke who was a former manager, who recently passed. She worked for the Township for 20 years. She also wanted to know who would provide recycling bids for the residents if the Township chose recycling.

Patty Christian noted Moon Township bundles the water and garbage together and if they do not pay garbage, the water is shut off until the account is in good standing. Ms. Crago stated the Township approached both Creswell and MTMA in the past regarding this bundling and both entities turned the option down.

## **COMMISSIONERS COMMENTS**

Commissioner Buccigrossi wanted to thank everyone for coming out this evening and looking forward to the Easter Egg hunt, and event scheduled with the Recreation Board. They are always looking for volunteers. He thanked the Road and Police department for helping with the events.

Commissioner Keller wanted to wish everyone a Happy Easter and hoping to see everyone next month.

Commissioner Gagat wanted to wish everyone a Happy and holy Easter.

Commissioner Sabol wanted to say a few words about Thelma Stucke. She was a wonderful woman and employed with the Township from January 1977, promoted to Manager in 1979 and was employed here for an additional 18 years. He would like to send condolences out to their family during this time.

## **ADJOURNMENT**

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Gagat. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:38 PM.

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Secretary / Manager