

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
May 11, 2017**

On May 11, 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 from 6:30-6:51 PM

**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 April 13, 2017 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 April 30, 2017 was presented to the Board for their approval. A motion to accept the April 2017 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	\$ 13,861.44
Invoices due	\$ 36,956.59
Estimated payroll for May	\$ 46,000.00
Highway Fund for street lights	\$ 3,521.86
The total estimated bills for May	\$ 100,339.89

A motion to pay the bills was made by Commissioner Gagat 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 April: the SPC Region E newsletter, a copy of the 2016 financial statements submitted to the DCED by the appointed

Auditor, notice from Verizon and Comcast regarding channel changes, and the monthly Legislative Locator.

### **MANAGER'S REPORT**

Mrs. Crago reported for the month of April the office completed the following: submitted the 1<sup>st</sup> quarter tax returns, met with the PAACC regarding a possible achievement award, attended the State of the County address by Allegheny County and the yearly COG dinner. Also, completed a ICMA webinar regarding Best Practices, completed Right to Know requests, worked on property maintenance issues, submitted documentation for the salt contract extension, had a pre—construction meeting regarding the ADA doors, completed lien letter requests and all other daily operations of the township.

### **SOLICITOR'S REPORT**

Solicitor Start reported there was one item he was going to discuss and it was also on the agenda for discussion and approval and that was the Hot Pursuit Policy. He noted this was recently presented at the Chief of Police conference. He went into detail on how adopting this policy will help cover the department if there is hot pursuit within the township. He commemorated the Department for taking such quick action on moving forward with this item

### **ENGINEER'S REPORT**

Mrs. Crago reported a pre-construction meeting was held on May 3 regarding the ADA Automatic door openers. Work is anticipated to begin late May and will take 2 days to complete. Regarding MS4, work has begun on the preparation of the PRP Plans and the annual outfall screening will begin in May. A pre-construction meeting was held on April 26 for the 2017 Road Program. Work in Crescent Township will tentatively begin in June. Finally there was one review issued April 17. This pertained to the Fire Department stormwater application.

### **PUBLIC SAFETY**

Commissioner Miller reported the following for April:

- Calls for service 193
- Assist other Police Depts. 4
- Medical assistance 3
- Total citations/warnings 79
- Arrests 4 (DUI and criminal mischief )
- Miles traveled 5,228

Repairs and maintenance completed: Car 105- received its annual inspection  
Car 106- brand new tires replaced at Goodyear, air wedge in the Big Easy car opening kit was replaced and a CO detector was installed  
Car 107- 2 tires were replaced at Goodyear, oil and filter change, examined rear brakes and rotors, installed a CO detector and had a switch replaced at Rally's.

Chief Longerman, Sergeant Krithinithis, Office Hale and Hartman attended Animal Cruelty training at Animal Friends. Officer Hale and Hartman attended the annual C.L.E.A.N. and TAC training for 2017.

The Chief encourages residents to follow them on Facebook to receive up to date information and criminal activity as well as other important information about incidents in Crescent. He also wanted to thank everyone for doing a good job in his absence.

## **PUBLIC WORKS**

Commissioner Gagat reported the department completed the following for April: opened the park bathrooms for the season, washed and maintained equipment, filled in potholes, installed new street signs, relocated the waterline and installed required backflow preventers at the park and municipal building, cleaned and maintained the parks, cut grass on township right of ways, cut and removed trees from storm events. MS4 work completed: installed new inlet on Riverview Road, cleaned inlets and attended a Rain Barrel event.

He also reported there was one complaint received about Center Way not being maintained. He noted this alley is not snow plowed in the winter and the alley has not been formally accepted by the Township and wanted to know if it was our responsibility to take care of it. Solicitor Start remarked that if it was never adopted, it is not the Township's responsibility.

## **FINANCE**

Commissioner Gagat prepared a report detailing the Public Works budget. We broke the department down in to two categories: employee related expenses and all other expenses. He removed the road construction since this is controlled by the Board. 67% of the related expenses so far are employee related and 32% are all other expenses. He highlighted a number line items. These items would be the first ones to look at if budget cuts were needed. For these items through April, they make up 3.46% of the expenses and 15.19% of the total allotted budget. He mentioned it take three people to run this department. The wages are behind, because a new hire was not hired to replace one that was let go until later in the year. Overtime and highway material are both in good shape due to the mild winter.

## **PARKS AND RECREATION**

Commissioner Buccigrossi reported the Parks Board will not meet in May but will be planning the 4<sup>th</sup> of July celebration for Shouse Park which will go one rain or shine. The Recreation Board will not meet in May but their Easter Egg Hunt was a huge success. 95 kids attended this beautiful event. He reminded everyone the annual Memorial Day services will be held on Sunday May 28 at 1PM

## **FIRE DEPARTMENT**

Denny Lewis noted digging for the new addition will started in a few days. The department assisted Moon for a call last night. Last week they responded to a house fire on Boacktown Rd. The resident threw her cigarette outside the window and caught the mulch on fire and the side of the house. The weather is getting warm and people will be burning outside. Allegheny County has guidelines for burning in our Township.

## **VALLEY AMBULANCE**

Wendy Schulenburg reminded everyone the Air Show was this weekend and Valley Ambulance is taking the lead for the show but will be bringing in other ambulance services.

## **EMERGENCY MANAGEMENT**

Denny Leiws spoke with the office about extra house numbers and there are some. In July/June the emergency manual will be updated as on schedule.

## **OLD BUSINESS- none**

## **NEW BUSINESS**

The first item was the discussion/motion to approve Resolution R-8-2017 which Crescent Township will adopt the Allegheny County Hot Pursuit Policy for their Police Department. Commissioner Miller stated both he and the Chief reviewed the policy. The department already had one in place and this would replace the current one. Commissioner Keller made a motion to adopt Resolution R-8-2017 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 second item was the discussion on moving monies from the PLGIT Capital Reserve and PNC Taxpayers account to PLGIT Prime. Commissioner Gagat wanted to put the money the township has to work to get a higher interest rate and an allowance of two withdrawals per month if needed. Commissioner Gagat made a motion to move the monies to PLGIT Prime accounts 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 motion to approve Resolution R-9-2017 which if adopted will allow Crescent Township to participate in the Allegheny County's Community Block Grant program and the HOME Investment Partnerships Program for the next three fiscal years beginning July 1, 2018 and ending June 30, 2020. 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 fourth item was the discussion/motion to participate in the Duquesne Light LED Light conversion project in 2017 using Liquid Fuel funds. Commissioner Gagat noted this was the same project they participated in last year. Commissioner Gagat made a motion to approve the purchase and was seconded by Commissioner Keller. Commissioner Miller then asked where the Board wanted to place the new LED lights. It was discussed to continue them along McGovern. Commissioner Gagat wanted to know if additional ones could be purchased at this time. Ms. Crago noted not at this time but if the offer became available as in the past, she will present it to the Board. A roll call vote was taken and found all commissioners in favor. The motion passed.

The fifth item was the discussion/motion on the Ohio River Trail grant application request. Ms. Crago explained the President of the ORTC contacted the office 2 weeks ago with the request. Only today she did realize the grant would be a multi-municipal grant. With this type, a resolution would be needed from each municipality. Moon Township and Findlay were also to be named on the grant. After speaking with both townships they were not able to produce a resolution by the grant deadline which was May 19. The grant would be used for engineering fees to see if a bike route would be feasible along Stoops Ferry Road, Flaugherty Run to Clinton road in Findlay Township and along State Route 51 where an already State Bike route is established. Discussion continued in regards to why Crescent was being asked to be the lead in the grant, how the Township is considered to be in the 3<sup>rd</sup> phase of the plan it phase 1 is under way, and in the future the ORTC should sit down with all the municipalities and establish a game plan instead of asking two weeks out without a clear line of direction. Commissioner Gagat made a motion to table the discussion at this time 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 motion to authorize the payment of \$20,000 from the Fire Department Referendum Account to Lakeside Tire and Service Center Inc. for the purchase of a 2006 American LaFrance Fire

Truck subject to and conditioned upon the submission of, review of, and approval of documents that are satisfactory and acceptable of the Township. Commissioner Keller made a motion to approve the payment and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

### **PUBLIC COMMENTS-none**

### **COMMISSIONER COMMENT**

Commissioner Miller noted summer is approaching and if you have animals outside please provide them with water. Also, check out the police departments' facebook page for news. Officer Hale keeps it up to date.

Commissioner Gagat stated he saw a coyote up near Laurelridge across the hillside. Bring in small pets as these could possibly be a snack to the coyote.

Commissioner Buccigrossi wanted to comment Crescent Township on their recognition on consecutive years of attending the monthly COG meetings. Of the 32 years the COG has been established, Crescent has attended 30 years straight perfect attendance. He also thanked the police department for attending all their parks and rec events.

Commissioner Keller thanked everyone for coming out and to remember the Veterans this Memorial Day and come to the event on that Sunday. He noted the attendance at the COG was established well before their board started attending. He will continue to keep the long lasting commitment even during his recovery from his knee surgery.

Commissioner Sabol wanted to remind people of the Air Show this weekend.

### **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 7:35 PM.

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago  
Secretary / Manager