

**Township of Crescent
Board of Commissioners
Workshop Meeting
August 23, 2017**

On August 23, 2017 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 6:30 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

Secretary/ Manager: Kellie Crago

PUBLIC COMMENT ON AGENDA ITEMS

Denny Lewis 492 Crescent Blvd Ext. wanted to comment on the public works call out protocol. He called them out Saturday night to help remove debris from a burning house in order to out hot spots. He felt this was an emergency management decision.

COMMITTEE REPORTS:

Mrs. Crago reported for the Office. She informed the board the claim against the Township wrecked monument is still ongoing and a settlement has not been determined. The 2018 MMO will be presented to the board at the September meeting for approval and finally the Vacant Property/ land application has been submitted to Allegheny County for their approval.

Chief Longerman reported for the Public Safety. All the officers have received Narcan training. There are now two doses in each cruiser. The new radios have been purchased and have been delivered. He continued stating he has applied for a grant to purchase a fingerprint reader for the officers to use out in the field. The Chief informed the Board due to Grady's Auto being closed, they will still continue to do the towing when needed since they have been appointed. Lastly, he informed the Board he has sent a letter to the Union indicating the officers are to follow the contract to the letter of the law or they should re-open the contract to remove the items that are not being followed. Lastly, he purchased a biometric reader for the officers to time in and time out for shifts. This will eliminate officers punching in and out other officers when they are not in the station.

NEW BUSINESS

The first item is the discussion on establishing a women's locker room in the Police Department. The Chief stated currently female officers are using the ladies bathroom in the station as their locker room. He gave the Board an estimate on constructing a locker room in the basement of the station to give them privacy and more space. Public Works will complete this project during down time or in between projects.

The second item was a demonstration on a camera and plate reader for the Police Department. The Chief gave a brief description of the camera system he is requesting for the department. He also gave a number

of reasons of how this could help solve criminal activity within the township. John Hudson from Security consulting Solutions Inc. gave a presentation on their camera and plate reader system. Discussion continued on the price and if there was a possibility of getting a grant to help defer the cost. The District Attorney's office would have to apply for the grant. Further discussion took place on adding additional cameras for the police station and at Shouse Park and if a telephonic bids or public bid would need to be exercised. The basic package would run approximately \$22,000 plus an additional \$2,000 needed for TV's within the station. With the District Attorney's office possibly picking up half the cost, the total for the Township would be around \$13,000. A scaled back purchase would be implemented if grant money is not available. Discussion continued on brining Moon police in the picture with cameras at their station. The Chief indicated the police budget is under this year due to his Heart and Lung claim and would like to use the extra for this purchase. Commissioner Sabol was concerned about cameras like these as they are giving up our liberties. Commissioner Miller stated the township will wait to see what the district attorney's office can offer the township before deciding how many cameras to purchase.

The third item was the discussion on purchase of a GIS System for the Township. Mrs. Crago indicated she presented this to the Board last year and is asking them to reconsider the purchase. She reviewed the annual purchase price and monthly fees associated with the system. The annual subscription of \$2500 could possibly decrease depending on the number of users the Township may have. She stated there have been instances where information regarding building permits or lack of for buildings, fences, and more are not readily available and have cost the township tax income in the long run. Past files have been placed in the attic, if there were any, causing the current employees to guess what services were completed on residential properties and/ or right of ways. The system could be used to document all building permits, property violations, repairs in the storm sewers, road repairs, catch basin cleanings, sign replacement plus lots more. Commissioner Gagat made a motion to go with Level 2 GIS System for \$322/month 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 discussion on the CDBG Year 43 7.2 and 44 projects. Mrs. Crago noted at the August meeting the Board approved the project of ADA sidewalks at Shouse Park. She reminded the Board this was the same project for year 43 7.2. She confirmed with the Board their intentions on staying with the ADA sidewalks due to lack of area for handicap to travel between pavilions. Discussion continued to talk about different options for the CDBG money including demolition of abandoned property. They also decided to not move forward with any project for Year 44 at this time.

The fifth item was the discussion on the 2018 Capital improvement budget. Mrs. Crago presented to the Board a preliminary Capital Improvement budget for the next five years. She asked the Board to review the items listed and if there was anything else they would like to add for any of the departments or township property. Commissioner Buccigrossi would like to obtain a quote for the replacement of the fence in Shouse Park. There was discussion on how much was needed to be replaced and what needs to be done to remedy the area along the river due to the hillside sliding. It was decided the area from the tracks to the storage shed definitely needed to be replaced.

The sixth item was the discussion on Act 172 of 2016. Mrs. Crago passed out information received from the COG regarding Act 172. She summarized the Act would allow municipalities to provide the option to offer a real estate or earned income tax credit to active members of volunteer fire companies and nonprofit emergency medical services through a volunteer credit program. The Board discussed the different tax credits options, how this would affect non-residential members, and if other townships have enacted this in their own town. The board asked Mrs. Crago to look and see what has been enacted in surrounding municipalities before moving forward.

The last item was the discussion on Public Works call out protocol. Commissioner Gagat was notified about a situation that occurred over the weekend. Denny Lewis had called out public works over the weekend to help with a fire on Crest Drive. The Fire Chief had asked Mr. Lewis if he could find a high lift to help aid in putting out the hot spots. Mr. Lewis contacted Public Works requesting their assistance and use of the township backhoe. When the Public Works supervisor could not be reached, Mr. Lewis contacted another employee. The employee arrived at the fire and helped remove the debris. Commissioner Gagat asked if there was a protocol for Public Works to be called out for fires within the township. Mrs. Crago stated the protocol for a call out is through the Police Department. If the officer on duty feels there is a public safety concern, they will request Moon Dispatch to call the employee list. Commissioner Miller noted in the past, Police had to contact the Township Manager. The Manager had to evaluate the situation and then authorize the call out. Mr. Lewis stated he did not call the employee out in his capacity of a fire fighter; he did so as the Emergency Manager. Mrs. Crago stated she did not feel this particular house fire could be categorized as an Emergency Management situation for the township and reminded the Board about a discussion during a previous board meeting with the solicitor requesting employees to punch out before attending a fire if they were volunteer firefighters. She also stated if the Board allows the fire department to call out township employees to help with fires, they need to determine the proper protocol for a call out and what equipment is allowed to be used. Mrs. Christian stated if it was an Emergency Management concern, he should have followed proper protocol. Mr. Lewis said the use of the equipment allowed the fire to be extinguished earlier and it would have put firefighters in danger. Commissioner Miller felt in this situation the public works employee was put at risk because he was not a trained firefighter and did not have the appropriate apparatus on. Discussion continued among the Board regarding when and how Public Works should be called out. The board asked the solicitor be contacted and his thoughts on this matter before making a determination.

PUBLIC COMMENTS- none

COMMISSIONER COMMENTS

Commissioner Miller wanted to know if the communication tower off Riverview Rd has been completed. Mrs. Crago stated the antennas have not been installed yet but the pole is done.

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 7:52 PM.

Respectfully Submitted,
Certified as a true and correct copy

Kellie Crago
Township Manager / Secretary