

Township of Crescent
Board of Commissioners
Reorganization Meeting, January 2, 2018

On January 2, 2018 the Reorganization 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 called the meeting to order with the Pledge of Allegiance.

Commissioner Sabol asked for nominations for **President** of the Board of Commissioners. A nomination of Commissioner Sabol was made by Commissioner Miller. Commissioner Keller nominated Commissioner Gagat. A roll call vote to elect **Commissioner Sabol** as **President of the Board** was taken and all commissioners were in favor of the motion. The Motion passed as Commissioner Sabol as President.

Commissioner Sabol asked for nominations for **Vice-President** of the Board of Commissioners. A nomination of Commissioner Miller was made by Commissioner Buccigrossi. Commissioner Keller nominated Commissioner Gagat. A roll call vote to elect **Commissioner Miller** as Vice-President of the Board was taken. Commissioners Keller opposed the motion with the remaining commissioners in favor. The motion passed as Commissioner Miller as Vice-President.

Appointments

Secretary/Manager

Commissioner Sabol asked for nominations for **Crescent Township Secretary/Manager**. A nomination of Kellie Crago was made by Commissioner Miller. A roll call vote to elect **Kellie Crago** as the **Secretary/Manager** was taken and all commissioners were in favor of the motion.

Assistant Secretary

Commissioner Sabol asked for nominations for **Crescent Township Assistant Secretary**. A nomination of Patricia Christian was made by Commissioner Buccigrossi. A roll call vote was taken and found all Commissioners in favor of the motion.

Township Solicitor

Commissioner Sabol asked for nominations for **Township Solicitor**. A nomination of Damian, Amato and Associates was made by Commissioner Miller. A roll call vote was taken to elect Damian, Amato and Associates as **Township Solicitor** and all Commissioners were in favor of the motion.

Township Engineer

Commissioner Sabol asked for nominations for **Township Engineer**. A nomination of **Lennon, Smith, Souleret Engineering, Inc.** was made by Commissioner Miller. A roll call vote was taken to elect **Lennon, Smith, Souleret Engineering, Inc.** as **Township Engineer** and all commissioners were in favor of the motion.

Treasurer

Commissioner Sabol asked for nominations for Township Treasurer. A nomination of Judy Withee was made by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

Deputy Treasurer

Commissioner Sabol made a motion to nominate Morgan Tamburro to the position of Deputy Treasurer. A roll call vote was taken and found all commissioners in favor of the motion.

Treasurer's Bond

Motion to Approve **Resolution R-1-18** setting the Treasurer's Bond at \$800,000.00 with the Ohio Casualty Insurance Company through HHM, Insurers was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken to approve Resolution R-1-18 and all commissioners were in favor of the motion.

Current Year Wage Tax Collector

Motion to Approve **Resolution R-2-18** appointing Jordan Tax Service to the position of Current Year Wage Tax Collector was made by Commissioner Miller and seconded by Commissioner Gagat. A roll call vote was taken to approve Resolution R-2-18 and all commissioners were in favor of the motion.

Delinquent Wage Tax Collector & LST Current & Delinquent

Motion to approve **Resolution R-3-18** appointing Keystone Municipal Collections to the position of Delinquent Wage Tax Collector & Current & Delinquent LST was made by Commissioner Gagat and seconded by Commissioner Buccigrossi. A roll call vote was taken to approve Resolution R-3-18 and all commissioners were in favor of the motion.

Delinquent current year Property Tax Collector

Motion to approve **Resolution R-4-18** appointing Judy Withee to the position of Delinquent current year penalty phase Property Tax Collector for 2018 at a commissioned rate of 10% was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken to approve Resolution R-4-18 and all commissioners were in favor of the motion.

Delinquent Liened Property Tax Collector

Motion to approve **Resolution R-5-18** appointing Weiss Burkhardt Kramer, LLC, as the Delinquent Property Tax Collector for Crescent Township was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken to approve Resolution R-5-18 and all commissioners were in favor of the motion.

Garbage Assessment Collector

Motion to approve **Resolution R-6-18** appointing Jordan Tax Service as the Billing, Collection Agent and Delinquent Collection Agent for the garbage assessment for Crescent Township was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken to approve Resolution R-6-18 and all commissioners were in favor of the motion.

Electrical Inspections

Motion to approve **Resolution R-7-18** appointing Middle-Atlantic Inspections, Inc. as the Electrical Inspector for Crescent Township was made by Commissioner Keller and seconded by Commissioner Gagat. A roll call vote was taken to approve Resolution R-7-18 and all commissioners were in favor of the motion.

Salvage Company

Motion to approve **Resolution R-8-18** appointing Grady's Auto as the vehicle towing and salvage company for Crescent Township was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken to approve Resolution R-8-18 and all commissioners were in favor of the motion.

Fire Department

Motion to approve **Resolution R-9-18** designating the Crescent Township Volunteer Fire Department as the official fire service provider for Crescent Township was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken to approve Resolution R-9-18 and all commissioners were in favor of the motion.

Auditor

Motion to approve **Resolution R-10-18** appointing Mark Turnley, CPA to the position of Independent Auditor for Crescent Township was made by Commissioner Miller and seconded by Commissioner Gagat. A roll call vote was taken to approve Resolution R-10-18 and all commissioners were in favor of the motion.

Authorization for Secretary/Manager to Pay Additional Bills

A motion to approve **Resolution R-11-18** enabling the Secretary/Manager or Assistant Secretary to pay reoccurring bills that are due prior to the next township meeting was made by Commissioner Gagat and seconded by Commissioner Buccigrossi. A roll call vote was taken and all Commissioners were in favor of the motion.

Required Signatures

A motion to require three (3) signatures for the General Fund checking account as follows: Treasurer, Secretary/Manager or Assistant Secretary, and the Board President/Vice President was made by Commissioner Keller and seconded by Commissioner Gagat. A roll call vote was taken and all Commissioners were in favor of the motion.

A motion to require that two (2) signatures for the Payroll Fund checking account as follows: Secretary/Manager or Assistant Secretary and the Board President/Vice-President was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken and all Commissioners were in favor of the motion.

Zoning Officer

Commissioner Sabol asked for nominations for Zoning Officer of Crescent Township. A nomination of Building Inspection Underwriters was made by Commissioner Miller and seconded by Commissioner Keller. A roll call vote was taken to appoint Building Inspector Underwriters as the Zoning Officer of Crescent Township and all commissioners were in favor of the motion.

Building Inspector

Commissioner Sabol asked for nominations for Building Inspector. A nomination of Building Inspection Underwriters was made by Commissioner Miller and seconded by Commissioner Keller. A roll call vote was taken to appoint Building Inspection Underwriters as the Building Inspector for Crescent Township and all commissioners were in favor of the motion.

Vacancy Board Member

Commissioner Sabol asked for nominations for the Vacancy Board Member. A nomination of Christina Snell was made by Commissioner Miller and Commissioner Gagat nominated Sam Tranter. A vote was taken for Christina Snell and Commissioners Miller, Buccigrossi and Sabol were all in favor. Commissioners Gagat and Keller were opposed. The motion passed with Christina Snell as the Vacancy Board Member.

Depository

Commissioner Sabol asked for nominations for the Depository of Crescent Township. A nomination of PNC Bank was made by Commissioner Gagat. A roll call vote was taken to appoint PNC Bank as the Depository of Crescent Township and all commissioners were in favor of the motion.

Investment Depository

Commissioner Sabol asked for nominations for the Investment Depository of Crescent Township. A nomination of Pennsylvania Local Government Investment Trust, (PLGIT) was made by Commissioner Gagat. A roll call vote was taken to appoint PLGIT as the investment depository bank of Crescent Township and all commissioners were in favor of the motion.

Official Newspaper

Commissioner Sabol asked for nominations for the Official Newspaper of Crescent Township. A nomination of The Beaver County Times was made by Commissioner Keller. A roll call vote was taken to appoint The Beaver County Times as the official newspaper of Crescent Township and all commissioners were in favor of the motion.

Meeting Date, Time and Place

A motion by Commissioner Sabol was made to set the meeting date and time for the monthly Business Meeting of the Board of Commissioners to the first Thursday of the month at 6:30 PM. The Board discussed how this would affect receiving the financial statements from the Treasurer and the availability of the solicitor. After much discussion, Commissioner Keller made a motion to set the meeting date, time and place to the **Second Thursday of the month at 6:30 p.m. at the Crescent Township Municipal Building located at 225 Spring Run Road** and was seconded by Commissioner Miller. A roll call vote was taken and all commissioners were in favor of the motion.

Special Meetings

A motion to allow the President to call for special meetings as needed was made by Commissioner Keller and seconded by Commissioner Buccigrossi. A roll call vote was taken and all commissioners were in favor of the motion.

Committee Assignments

President Sabol read the following committee assignments as follows:

Administration	Commissioner Sabol
Finance:	Commissioner Miller
Public Safety:	Commissioner Gagat
Public Works:	Commissioner Keller
Parks and Recreation:	Commissioner Buccigrossi
COG Representative:	Commissioner Keller
Alternate COG Representative:	Commissioner Miller

Board and Commission Appointments

Commissioner Sabol read the following appointments:

Parks Board a 5 year term	Dawn Moser
Planning Commission a 4 year term	Richard Bosetti
Zoning Hearing Board a 3 year term	Linda Robertson
Creswell Heights Water Authority a 5 year term	Austin and Renee Whiteman
Valley Ambulance Authority a 5 year term	Debbie Lewis
UCC Appeal Board a 3 year term	Dave Hufnagel
	Jim Ivancik
	Tom Albanese

Commissioner Keller made a motion to accept the appointments and was seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion. The motion passed.

Adjournment

A motion to adjourn the meeting at 7:23PM was made by Commissioner Miller and seconded by Commissioner Keller. A voice vote was taken and all commissioners were in favor of the motion.

Certified as a true and correct copy.

Respectfully Submitted,

Kellie L. Crago
Secretary/Manager