

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
April 12, 2018**

On April 12, 2018 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 6:40 P.M. in the Crescent Township Municipal Building 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

Commissioner Sabol noted the Board was in executive session from 6:00-6:30PM regarding personnel and possible litigation matters.

**ROLL CALL**

Commissioners: Joe Sabol, Todd Miller, Jerry Keller, Arthur Buccigrossi and Jeffrey Gagat

Secretary/ Manager: Kellie Crago

Solicitor: Richard Start

**PUBLIC COMMENT ON AGENDA ITEMS**

**APPROVAL OF MINUTES**

Commissioner Sabol asked for motion to approve the March 8, 2018 business meeting minutes. Commissioner Miller made a motion and was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

**TREASURER'S REPORT**

Commissioner Sabol asked for a motion to approve the March 31, 2018 Treasurer report. Commissioner Miller made a motion and was seconded by Commissioner Gagat . A roll call vote was taken and found all commissioners in favor of the motion.

**LIST OF BILLS**

The list of bills was presented:

The funds removed from March 9-April 12	\$ 59,631.74
Invoices due	\$ 71,180.46
Estimated payroll for April	\$ 47,000.00
Highway Fund for street lights	\$ 3,607.21
The total estimated bills for April	\$ 181,419.41

A motion to pay the bills was made by Commissioner Miller and seconded by Commissioner Gagat. A roll call vote was taken and found all Commissioners in favor of the motion.

## **CORRESPONDENCE**

The office received the following: the PLGIT interest rates, the Fuel price adjustment for salt from the ShaCOG, the information needed for the 2020 US Census, the 2018 Rate Mitigation Account statements from MBS, the PLGIT Perspectives, notice from the PA State Police regarding FirstNET and Public Safety Data Services, channel changes from Verizon and Comcast, notice from Peoples Gas regarding rate changes, notice Americom is now American Telecom, notice from the Union regarding union due rates for 2018, notice from Allegheny County regarding the 2018 household Chemical and Hard to recycle collection information and dates, and invitation from the Army Corps of Engineers, the annual public service notice from PA American Water Company, the Penn DOT Connects, the ALOM Spring newsletter, notice from MBS regarding the IRS HAS contribution limit for 2018 and correspondence from Allegheny County regarding their Air Quality Program. Received the Act 205 reports, a notice from Erie Insurance regarding a claim file in 2016 and a letter from the Police Union regarding negotiations. The Township also just received the 2018 MRM Dividend checks for the Liability and Workers Comp coverage. The total of the two checks was \$31,233.94.

## **MANAGER'S REPORT**

For the month of March the office attended an ORTC meeting, worked with the auditor on the 2017 financial audit, completed right to know requests, contacted the Health Dept regarding a property maintenance issue, attended the Public Employer Labor Relations Advisory Service annual conference, completed bankruptcy claims, completed the Liquid Fuels audit, met with Danny Mueller regarding a possible Drone Program for the Township, worked on the 2020 Census, submitted the credit card application for the Parks Board, worked with residents regarding building permits and property maintenance issues, attended a SPC Stormwater Fee meeting, completed lien letters, contacted the Security company to replace fire sensors in the PW garage, attended a property maintenance hearing, worked with a resident regarding a demolition permit. A reminder the 2018 Garbage bills were sent out and the discount period ends the end of April. Contact the office if you misplaced your bill or need any other information concerning garbage.

## **SOLICITOR'S REPORT**

Solicitor Start noted his office provided services to the Township pertaining to legal services on property maintenance code violations and reviewing the Township Code of Ordinances regarding the Police Department. He will keep the board up to date on the property maintenance appeal that was filed.

## **ENGINEER'S REPORT**

Mrs. Crago reported for LSSE. Regarding the CDBG year 43 grant, the notice to proceed was issued, the 2018 Road program was awarded to Youngblood Paving, Inc. A pre-construction meeting was held on April 5, 2018.

## **PUBLIC SAFETY**

Commissioner Gagat reported the following for:

- Calls for service 215
- Assist other department 9
- Medical assistance calls 12

- Warnings issued for traffic 31
- Non-traffic citations 2
- Traffic citations 9
- Parking citation/warnings 27
- Total citations/warnings 69
- Arrests 7
  - Harassment/bullying online, Simple assault, domestic violence, terroristic threats, theft/bad checks, and DUI

All vehicles had the Pep-link router and GPS installed for the MDT along with the following repairs were:

105- oil change, tire rotation 106- the road department changed the driver’s side headlight and the Toe Link suspension was replaced under warranty

Officers Laffey, Hale and Cercone attended Mandatory Training in Scott Township. Sergeant Krithinithis, Officer Page and Tice attended Mandatory Training at the Allegheny County Police Academy. Chief Longerman, Officer Grffith, Gerlach, Kusluch and Cipolla attended Firearms Training at the 911<sup>th</sup> Airwing range.

The Police Department continues to receive many calls regarding fraud cases, similar to the IRS scam that has been ongoing for several years. A reminder to residents, the police DO NOT CALL on the phone if you have a warrant or legal issue. All residents are asked to please contact Keith Longerman at 724-457-8100 ext 102 if you have a group, e.g. boy scouts, cub-scouts, girl scouts youth group or homeowners association, who would like to have an officer attend any type of meeting or event. The police department wants to build stronger community relations with all of the residents, including the children. The event does not have to be in Crescent Township. For the first time in department history, the department participated last week in the DEA “Drug take back Program”. Crescent Township turned in 32 pounds of prescription medication to be destroyed. The program is a great success.

## **PUBLIC WORKS**

Commissioner Keller stated Public Works plowed and salted the roadways, washed the trucks and backhoe, repaired the salt spreader on the 2014 truck, cleaned and cut up trees, repaired potholes throughout the township, prepared for the Special election, installed new street and roadway signs, picked up litter, removed sand bags and stored for Emergency Management and inspected inlets for the MS4 program.

## **FINANCE**

Commissioner Miller stated tax dollars are just starting to come in. Some budget line items are already over budget and asks department heads to watch the spending over the next couple of months until the majority of taxes are collected.

## **PARKS AND RECREATION**

Commissioner Buccigrossi stated the Parks Board had a meeting April 10. They will be raffling off a Summer Fun Bundle basket starting on April 18 and will go through May 15 which is Election Day. Tickets will be sold at Bosetti’s Hardware. The Easter party was a huge success. He wanted to thank the Police, Board members, the office and especially the high school volunteers. The events could not happen without all the help from the volunteers.

## **FIRE DEPARTMENT**

Commissioner Keller wanted to remind everyone about the Gun Bash and to purchase tickets if you have not done so.

## **VALLEY AMBULANCE**

Wendy Schulenburg stated they have started contract negotiations with the FAPP. They also are talking with Allegheny County 911 to take over their dispatch which has been in place since the inception of Valley Ambulance. They are not able to financially keep up with this service. They will not expect any layoffs with the closing.

**EMERGENCY MANAGEMENT-** no report

**OLD BUSINESS-**none

## **NEW BUSINESS**

The first item was the discussion/motion to transfer the PLGIT Highway account from PLGIT Class to Prime. Commissioner Miller made a motion to approve the transfer and was seconded by Commissioner Buccigrossi. Commissioner Keller wanted to know if there were any restrictions with the transfer of the account. Mrs. Crago stated there are restrictions to the numbers of withdrawals a month but that would not affect this account since only one check is issued a month. A roll call vote was taken and found all commissioners in favor of the motion.

The second item was the motion to approve a second credit card for the Recreation Board. Commissioner Buccigrossi indicated this was needed so one volunteer was not responsible for purchasing all the gifts passed out at the Christmas event in December. Commissioner Buccigrossi made a motion to approve the second card and was seconded Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The third item was the motion to appoint Leo Laffey to the position of Emergency Manager. Commissioner Miller made a motion to appoint Leo Laffey to Emergency Management. Commissioner Keller asked if Leo had taken all the classes to become Emergency Manager. Nobody at the table was able to answer if he did or did not. Discussion continued on waiting to appoint him until the Board knew the answer about the schooling. Commissioner Miller made a motion to table the appointment and was seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The fourth item was discussion on the notice received from Erie Insurance regarding the monument claim from 9/16/2016. Solicitor Start indicated this was being reviewed by their office and the Board. The township will be in touch with their carrier to see if the Township can be made whole for the monument.

The fifth item was the motion to approve Resolution R-14-2018 which Crescent Township requests funds from the Active Allegheny Grant Program for the proposed Ohio River Greenway Trail Phase 1 Part 2 in the amount of \$40,500. Commissioner Miller made a motion to accept the resolution and was seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The sixth item was the motion to hire the following part-time officer as recommended by the Civil Service Board: Miranda Kolar. Commissioner Gagat made a motion to hire the officer and was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The seventh item was the motion to accept the resignation of Officer Anna Jandric, effective April 20, 2018. Commissioner Gagat made a motion to accept the resignation and was seconded by Commissioner Miller. A roll call vote was taken and found all the commissioners in favor of the motion.

The eighth item was the discussion / motion to extend the term of contract with Cargill, Inc. from July 1, 2018 to June 30, 2019. Commissioner Keller made a motion to extend the contract and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The last item was the discussion on the purchase of an extended warranty for the Township server. Commissioner Miller noted the server was purchased in 2014 for around \$2800. From the quotes that were submitted, he did not think it was worth the price. Discussion continued from the Board agreeing with his thought. The Board agreed an extended warranty was not worth the value and did not take a vote on the matter.

## **PUBLIC COMMENTS**

Bill Sweterlitsch from the Ohio River Trail wanted to thank the board for the Resolution and help applying for the Allegheny grant. The funds will be used to help make McGovern Blvd safer with more signage.

## **COMMISSIONERS COMMENTS**

Commissioner Miller thanked all those that came to the meeting and wished everyone a nice weekend.

Commissioner Buccigrossi wanted to thank all the Parks and Recreation volunteers, fire department, police, office and public works. He gave a special thank you to the High School students who came to help out for the Easter Party. As always the Boards are looking for volunteers.

Commissioner Gagat stated he looked up the fact that back on May 31, 1898 Pittsburgh had its latest snow fall recorded.

Commissioner Keller wanted to thank the audience for their attendance and do not forget to purchase tickets to the gun bash.

Commissioner Sabol thanked everyone and wanted everyone to enjoy the warm weather while it lasted.

## **ADJOURNMENT**

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Keller. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:01 PM.

Respectfully Submitted,  
Certified as a true and correct copy

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Kellie L. Crago