

**Township of Crescent  
Board of Commissioners  
Monthly Business Meeting  
September 13, 2018**

On September 13, 2018 the monthly meeting of the Crescent Township Board of Commissioners was called to order at 6:35 P.M. in the Crescent Township Municipal Building, 225 Spring Run Road, Crescent, Allegheny County, Pennsylvania.

**ROLL CALL**

Commissioners: Joe Sabol, Arthur Buccigrossi, Todd Miller, Jeffrey Gagat, Christina Snell

Secretary: Patty Christian

Solicitor: Zane Madden

**PUBLIC COMMENT ON AGENDA ITEMS - None**

**APPROVAL OF MINUTES**

Commissioner Sabol asked for motion to approve the August 9, 2018 business meeting minutes. A motion and 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.

**TREASURER'S REPORT**

Commissioner Sabol asked for a motion to approve the August 31, 2018 Treasurer's report. Commissioner Gagat made a motion and was seconded by Commissioner Buccigrossi. 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 August 8 thru September 11, 1018	\$ 93,463.24
Invoices due	\$ 24,092.98
Estimated payroll for June	\$ 54,000.00
Highway Fund for street lights	\$ 3,546.32
The total estimated bills for August	\$ 175,802.54

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 administration received the following for August: We received a letter from Allegheny County regarding a potential drafting of an ordinance for a creation of a County Citizen's Police Review Board, a letter from Parkwood Pointe Condominium Association in regard to current parking situation.

## **SECRETARY'S REPORT**

For the month of August the administrative office completed the following: right to know requests, attended the Tri-COG-Land Bank meeting, completed the Act 167 Municipal Grant for the Storm Water Management Act, submitted plans for a 6 apartment duplex to Allegheny County Planning, Crescent Township Planning Commission, and Lennon Smith Engineers for review of the plans, received a new report from PennDOT requiring each state to provide data regarding local governmental revenues and expenditures, completed the Minimum Municipal Obligation worksheet as required by the PA Municipal Retirement System for the Police and Non-uniform employees, assisted the new Treasurer on balancing the Township accounts and reports, continued to work with the new Township Office assistant on the daily duties of the office and other office duties.

## **EXECUTIVE SESSION**

Commissioner Sabol indicated that the Board was in executive session from 5:45 p.m. to 6:25 p.m.

Commissioner Sabol wanted to add a motion to the agenda. Commissioner Miller made the motion seconded by Commissioner Snell. A roll call vote was taken and found all commissioners in favor of the motion.

## **SOLICITOR'S REPORT**

Zane Madden from Amato, Start & Associates, P.C. attended the meeting for Solicitor Rick Start. Mr. Madden reported that the legal services pertained to matter regarding, Police Contract, Right to Know Request, Koban Property on McGovern Boulevard, Monument Damage and Personnel.

## **ENGINEER'S REPORT**

Year 5 outfall testing, Outfall screening is on going. LSSE is finalizing the Annual Progress Report for review with Township Staff. The Annual Progress Report is due to PA DEP on September 30, 2018.

The 2018 Road Program is waiting for a schedule from the contractor.

The 2019 Road Program LSSE met with Public Works to discuss the scope and provide a preliminary opinion of probable cost as noted in our letter dated September 10, 2018

Maple Street intersection LSSE transmitted a service order authorization for Township review on August 13, 2018. LSSE transmitted a preliminary opinion of probable costs on August 17, 2018.

School Street Apartments Expansion LSSE issued review letter dated August 13, 2018.

## **MOMENT OF SILENCE**

Commissioner Sabol stated that before the committee reports he is giving the floor to Chief Longerman. Chief Longerman wanted to mention that a former Police Chief Charles Psomas who was chief at Crescent Township for 25 year passed away on Thursday August 30, 2018. A Police escort was given by Crescent Township to the grave site. The last official Police patch from when Chief Psomas was chief was placed in his casket. There was a moment of silence for the Chief Psomas.

## **PUBLIC SAFETY**

Commissioner Gagat reported the following for:

- Calls for service 229
- Assist other department 10
- Medical assistance calls 13
- Warnings issued for traffic 38
- Non-traffic citations 01
- Traffic citations 21
- Parking citation/warnings 00
- Total citations/warnings 60
- Arrests
  - 1 Theft
  - 3 DUI
  - 1 Disorderly Conduct
  - 1 Warrant Arrest

The police cars traveled a total of 3,939 miles in August.

Vehicle Repairs: Car 105- No maintenance

Car 106- Flat tire replaced and annual inspection and emissions.

Car 107- Annual inspection and emissions. The vehicle needed new brakes and rotors to pass inspection.

### Community Correspondence

The kids are back to school, please be careful driving in the Township around scheduled Bus stop times.

The Police Department will be sponsoring “Pumpkins with Police” on Saturday, October 20, at 2:00 p.m. Please, go to our Facebook page if you plan on attending and bringing your kids. There will be pumpkins to paint and carve, face painting, balloons and food! The event will be in the Crescent Township Community Room at the municipal building.

### Commissioner Correspondence

I am considering a meeting with Township residents to discuss the Police Department and get their input on moving forward with the department. I would like to hear Commissioner’s thoughts on doing so, I feel as though it is very important to involve the community in the services they receive. Based on what I have heard recently from residents, they want a more professional police department. I am open for suggestions to place items on a agenda to be a part of the discussion.

## **FINANCE**

Commissioner Miller reported that the numbers looked good. We need to get in numbers for the budget for next year. He requested that department heads get budget together for next meeting so that we can work on the preliminary budget. It will be tough because the contracts are not done but we can get in some of the numbers.

## **PUBLIC WORKS**

Commissioner Buccigrossi gave the Public Works Report. For the month of August Public Works reported the following:

1. Maintained Parks and cleaned for rentals.
2. Cut right of ways
3. Cut grass on property with maintenance violations.
4. Repair potholes.
5. Installed new street and roadway signs.
6. Picked up litter.
7. Installed Sign for Fall Festival.
8. MS-4 work.
  - Inlet inspections
  - Cleaned inlets
  - Worked on repairing storm pipe at the end of Work St.
  - Installed new inlet on Crescent Blvd
  - MS4 Paper work

## **PARKS AND RECREATION**

Commissioner Buccigrossi said that the Parks Board met last Thursday. They are working on finalizing everything for the October 13, Fall Festival at Shouse Park. Great weather will be needed. Last years weather was great. There is something on tonight's agenda about a new Parks Board member, Tandra Jones.

Commissioner Buccigrossi went on to the Recreation Board that they will be meeting Monday September 17, 2018 to finalize everything for the Halloween Parade on October 20, at the Fire Hall. We will be coordinating with the Police Department for their "Pumpkins with Police" on the same day.

## **FIRE DEPARTMENT – NONE**

## **VALLEY AMBULANCE**

Wendy Schulenburg reported that the audit is underway. They are transitioning from Valley Ambulance dispatching to using the 911 Center to dispatch. Transition should be complete by the first of the year.

## **EMERGENCY MANAGEMENT- NONE**

## **OLD BUSINESS - NONE**

## **NEW BUSINESS**

The first item was the motion to appoint Patience Echardt as Vacancy Board Member. Commissioner Miller made a motion, seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The second item was the motion to add Danny Muller to the position of Deputy Emergency Management Coordinator. Commissioner Miller made the motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The third item was a discussion/motion on the advertisement requesting refuse service for Crescent Township. Commissioner A brief discussion was had in regard to different options and add alternates for trash collection. Commissioner Miller made the motion, seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The fourth item was a Motion to accept Ordinance #571 Stormwater Management Ordinance. Commissioner Miller made a motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The fifth item was a Discussion / Motion to accept Allegheny County Act 167 Municipal Grant Stormwater Management Act. Commissioner Buccigrossi made the motion, seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The sixth item was a Motion to accept the Act 205 Municipal Pension Plans Uniform & Non Uniform. Commissioner Miller made the motion, seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The seventh item was a Motion for the Gazebo – Stone Monument concept from insurance claim. Commissioner Miller explained that they are going to incorporate both concepts. Commissioner Miller made the motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The eighth item was a Discussion / Motion to proceed with demolition on Koban property at 36 McGovern Blvd, awarding the contract to Tom Sipes Demolition Company in the amount of \$12,000.00. Commissioner Miller made the motion, seconded by Commissioner Gagat. A roll call vote was taken and found all commissioners in favor of the motion.

The ninth item was Motion to appoint Tandra Jones to the Park Board. Commissioner Snell made the motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The tenth item was Discussion / Motion to remove the no parking in Parkwood Pointe, Parkwood Estates, and Villas at Parkwood Estates. Commissioner Gagat requested this item be tabled until next month's meeting. The Motion was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The eleventh item was Discussion / Motion for \$1,050.00 to be taken from the Capital Reserve Account that was budgeted to have the in-car camera systems installed for the Police cars. Commissioner Gagat made the motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

The twelfth item was Discussion / Motion on acceptance of the Crescent Township Police Policy Manual. Commissioner Gagat requested this item be tabled until next month's meeting. The Motion was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The thirteenth item was Discussion for 2019 Road Program with Moon. Commissioner Miller stated that it has been working out well and we should continue working with Moon for the road program. Commissioner made a motion to continue the road program with Moon. Commissioner Gagat seconded. A roll call vote was taken and found all commissioners in favor of the motion.

The final item for Discussion / Motion was on ordering a 2019 Ford Explorer at a cost of \$29,230.00 for the Police Department. Commissioner Gagat explained that if an order is not placed now, we will not be able to purchase the same model that is compatible with our current vehicle. We will not be billed until January 2019. Commissioner Gagat made the motion, seconded by Commissioner Snell. A roll call vote was taken and found all commissioners in favor of the motion.

Commissioner Sabol announced that Trick-or-Treat for Crescent Township will be on Wednesday, October 31, 2018, from 6:30 pm to 8:00 pm. Crescent Township Fire Department and Valley Ambulance will be assisting in the monitoring of the safety of the Trick-or-Treaters.

#### **PUBLIC COMMENTS - None**

#### **COMMISSIONER COMMENTS**

Commissioner Miller wanted to thank Tandra Jones for joining the Parks Board and helping us out. We want to thank all the employees for the great job they are doing. Reminding everyone that school is back in session and to be very careful driving. And lastly, he wanted to wish Commissioner Sabol a Happy Birthday

Commissioner Buccigrossi wanted to thank the employees for doing a great job. Especially want to thank the Police Department for watching traffic on Harper Rd. and watching out for the community. With school being in session, allow extra time to get to work in the morning.

Commissioner Gagat wanted to wish Commissioner Sabol a Happy Birthday and many more to come. He also reminded everyone that with Hurricane Florence hitting this area, be careful.

Commissioner Sabol wanted to say "Unity in the Community". Thank everyone for coming out.

#### **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 7:03 PM.

Respectfully Submitted,  
Certified as a true and correct copy

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Patty Christian  
Crescent Township Secretary

