

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
October 11, 2018**

On October 11, 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.

EXECUTIVE SESSION

Commissioner Sabol announced that the Commissioners had been in executive session regarding personal matters from 5:45 p.m. until 6:30 p.m.

ROLL CALL

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

Secretary: Patty Christian

Solicitor: Rick Start

Engineer: Shawn Wingrove

A motion was made by Commissioner Gagat to add items to the agenda: to advertise that the Township will accept sealed bids for the removal of garbage, a motion to advertise for a full-time Police Officer. The motion was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

Commissioner Miller asked to Board to add a few other items to the agenda. He requested that a motion be added to set the Township Secretary's salary. The second motion was to hire Tracy McKee as a full time Assistant Secretary. The motion was seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

PUBLIC COMMENT ON AGENDA ITEMS - None

APPROVAL OF MINUTES

Commissioner Sabol asked for motion to approve the September 13, 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 September 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 September 12 thru, October 11, 1018	\$ 55,629.65
Invoices due	\$ 14,376.99
Estimated payroll for June	\$ 54,000.00
Highway Fund for street lights	\$ 3,581.11
The total estimated bills for August	\$ 127,587.75

A motion to pay the bills was made by Commissioner Buccigrossi 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 September: The Township received the Allegheny League of Municipalities 2018 Compensation & Benefits Report, letter from JMT in regard to work to be done to Spring Run Road Bridge No.2, letter from Weavertown Environmental Group informing that River Salvage Co. has applied for a permit from NPDES for the Stormwater on their property, letter from Huntvalley Environmental, LLC to utilize the old Phillips Station Property site to waste clean fill associated with a local construction project.

SECRETARY'S REPORT

For the month of September the administrative office completed the following: right to know requests, Completed the Federal Highway Administration form FHWA 536 submitted to PennDot, worked on collecting the information for the 2019 budget, lien letters, met with Shawn Wingrove from LLSE for MS4 permit, assisted the new Treasurer with 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.

SOLICITOR'S REPORT

Solicitor Start gave the September Solicitor's report: The law firm of Amato, Start & Associated, P.C. provided services to the Township pertaining to matters regarding (1) Right to Know request, and (2) Koban property on McGovern Blvd. The detail of the services provided to the Township is described in their monthly statement.

ENGINEER'S REPORT

Mr. Wingrove from LSSE presented the engineers report for the meeting. **MS4** Outfall screening is complete. The annual progress report was submitted to PA DEP on September 28, 2018. LSSE transmitted the draft to Allegheny County Act 167 Stormwater Management Ordinance to the Township on October 4th. Act 167 requires adoption of a revised Stormwater Management Ordinance by December 1, 2018.

2017 ROADS

A final punchlist on the items to be completed will be given when the 2018 program begins.

2018 ROADS

The contractor has begun work in Moon Twp. LSSE met with Public Works to mark limits of work.

2019 ROADS

LSSE sent the final roads list to Moon Twp. for inclusion for the 2019 bid.

2019 RESIDENTIAL WASTE HAULING

LSSE is preparing bid documents for residential waste and recycling pickup for option years 2019, 2020 and 2021.

He stated that later on in the meeting a brief Powerpoint presentation would be given to the Board of Commissioners to keep them up to date with the MS4 requirements for permits.

PUBLIC SAFETY

Commissioner Gagat reported the following for:

- Calls for service 281
- Assist other department 04
- Medical assistance calls 08
- Warnings issued for traffic 54
- Non-traffic citations 04
- Traffic citations 47
- Parking citation/warnings 03
- Total citations/warnings 108
- Arrests
 - 1 Theft
 - 1 DUI
 - 1 Domestic violence/simple assault
 - 1 Warrant Arrest
 - 1 Dog violation

The police cars traveled a total of 5,338 miles in September.

Vehicle Repairs: Car 105- Inspection and emissions
Car 106- No maintenance
Car 107- Driver side headlight replaced

SCHOOLING AND SEMINARS:

Officer Dominique Gerlach attended Standardized Field Sobriety Testing at the Allegheny County Police Academy.

Chief Longerman, Officer Tice and Officer Hale attended Taser Instructor Certification, that our police department hosted for 25 area officers.

Chief Longerman and Officer Griffith attended TAC Training in Monroeville.

COMMUNITY CORRESPONDENCE

The Police Department will be sponsoring “Pumpkins with Police” on Sunday October 28th from 1 p.m. to 3 p.m. Chief Longerman gave the change of time due to a conflict in timing. Please, go to our Facebook page if you plan on attending and bringing your kids. There will be pumpkins to paint, face painting, balloons and food! The event will be in the Crescent Township Community Room at the Municipal Building.

PUBLIC WORKS

Commissioner Buccigrossi gave the Public Works Report. For the month of September 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. Repaired potholes.
5. Installed new street and roadway signs.
6. Picked up litter.
7. Repaired steering pump on 2008 GMC
8. Detailed trucks and backhoe.
9. MS-4 work.
 - Inlet inspections
 - Cleaned inlets
 - Installed new inlet on Rodney Street
 - MS4 Paper work
 - Clean out End wall inlet on Prospect

PARKS AND RECREATION

Commissioner Buccigrossi reported that the Parks Board met this month, and they are finalizing details for the October 13 Fall Festival at Shouse Park from 1 p.m. to 6 p.m. Looks like the weather will be great. There will be a car cruise, multiple food vendors, craft tables and a DJ. This will be the third year, with each year getting bigger. Everyone please come out.

Commissioner Buccigrossi went on to say that the Recreation Board will have the Halloween Parade on October 20, at the Fire Hall starting and 1 p.m. As always meetings are open to the public and new members are always welcome.

FINANCE

Commissioner Miller reported that the numbers looked good. We need to get in numbers for the budget for next year. He requested that departments have their budgets in by 10:00 a. m. on Monday. We will see how things go, and try to fill everyone’s wish list items.

FIRE DEPARTMENT

Mr. Lewis wanted to thank everyone for attending the Gun Bash to make it a huge success. Five of the younger firemen are attending the Fire Academy to receive their certification. No fire calls except for the

truck accident on McGovern Blvd. on Monday morning. There was great cooperation between, the Fire Department, Valley Ambulance, Crescent Township Police Department and Crescent Township Public Works Department. McGovern Blvd. was shut down for 7 to 8 hours. The Building Inspector will be the one to determine whether to repair or demo the building.

VALLEY AMBULANCE

Wendy Schulenburg reported that the Ambulance Authority ratified a 3 year Union Contract. The fall fund drive has gone out. No amount is too small. Equipment is very expensive, so all donations are appreciated.

EMERGENCY MANAGEMENT

Mr. Sabol gave the report from Mr. Laffey: Crescent Township had no incidents due to Hurricane Florence. He attended the 3rd quarter training at Allegheny County 911 Center on September 17 for Emergency Management. After attending the training there were several communities that had incidents due to Hurricane Florence. Crescent Township was fortunate not to have had any incidents.

Mr. Laffey received a letter from Governor Tom Wolf appointing him to the Emergency Management Coordinator for Crescent Township.

OLD BUSINESS

The first item under old business was Discussion / Motion to approve the policies and procedures update for the Police Department tabled from the September 13, 2018 meeting. Commissioner Gagat made the motion, seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The second item under old business was Discussion / Motion to allow street parking on Parkwood Pointe Drive tabled from the September 13, 2018 meeting. Commissioner Gagat stated that a letter from Barbara Waxenfelter, President of Parkwood Pointe Condominium Association asked to have the no-parking omitted from Parkwood Point Dr. The Police Department did a traffic study and found no issues with it. Commissioner Gagat made the motion to allow street parking on Parkwood Point Dr. There should be no parking in other area of Parkwood that have no parking signs. A call to the Police should not be a reason to break the law. The motion was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

NEW BUSINESS

The first item was the Motion to accept the resignation of Office Nathan Swierkosz. 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 second item was the Motion to advertise the Stormwater Management Ordinance #571. 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 an update of the MS4 program. Shawn Wingrove of LSSE gave the Commissioners an update of the requirements and permits that were issued for the MS4 program. A once-a-year training is required, as well as a monthly training with staff. He presented a slide show with the information regarding to MS4.

The fourth item was a motion to approve Tom Sipes to clean up of the exterior premises at 36 McGovern Blvd., Crescent, PA 15046 at a cost of \$8,500.00, plus any other costs. Commissioner Gagat made the motion, seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

Mr. Start stated that there will be a lien filed on the property for the \$8,500 plus costs and interest.

The fifth item was a motion to hold Executive Session for the monument replacement on Thursday, November 1, 2018 at 6:00 pm. Mr. Miller made the motion, seconded by Ms. Snell. A roll call vote was taken and found all commissioners in favor of the motion.

The sixth item was a discussion and motion to allow the police chief to hire an additional full time officer. A motion was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The seven item was a motion to advertise residential waste contract. A motion was made by Commissioner Gagat and seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

The eighth item was a motion to set the salary for Township Secretary at \$24.00 per hour. A motion was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken and Commissioners Miller and Buccigrossi approved, Commissioners Sabol, Gagat and Snell opposed. Motion did not pass.

The ninth item was a motion to hire Tracy McKee as full-time Assistant Secretary at a rate of \$17.00 per hour. A motion was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken and Commissioners Miller and Buccigrossi approved, Commissioners Sabol, Gagat and Snell opposed. The motion did not pass.

PUBLIC COMMENTS

Denny Lewis, of 492 Crescent Blvd Extension, brought up concerns about large trucks travelling down Spring Run Rd. and crossing over into the opposing lane of traffic. A brief discussion was had regarding weight limits or truck restrictions, and Chief Longerman said he would contact Allegheny County next week, to see what could be done.

COMMISSIONER COMMENTS

Commissioner Miller wanted to thank everyone for coming out and thank our employees. He wanted to remind everyone that trick-or-treat is October 31, from 6:30 til 8:30 pm, and to be careful of the kids.

Commissioner Buccigrossi wanted to thank everyone for attending. Appreciation to Valley Ambulance, the Fire Dept. and the Police Dept. for everything they do. Hope to see everybody Saturday for the Fall Festival at Shouse Park.

Commissioner Gagat wanted to recognize the Fire Dept. for the great time had at the Gun Raffle.

Patty Christian wanted to thank everyone for being so kind during the passing of her mother, Elva Druga.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Miller and was seconded by Commissioner Buccigrossi. A voice vote was taken and found all commissioners in favor of the motion. The meeting adjourned at 7:10 PM.

Respectfully Submitted,
Certified as a true and correct copy

Patty Christian
Crescent Township Secretary