

**Township of Crescent
Board of Commissioners
Monthly Business Meeting
January 10, 2019**

On January 10, 2019, 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.

Commissioner Sabol stated that the Board of Commissioners was in Executive Session from 5:45 pm until 6:30 pm.

ROLL CALL

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

Secretary: Patty Christian

Solicitor: Richard Start

PUBLIC COMMENT ON AGENDA ITEMS - None

APPROVAL OF MINUTES

Commissioner Sabol asked for motion to approve the December 13, 2018 business meeting minutes. A motion was made by Commissioner Miller and seconded by Commissioner Buccigrossi. A roll call vote was taken and found all commissioners in favor of the motion.

Commissioner Sabol asked for a motion to approve the January 3, 2019 special meeting minutes. A motion was made by Commissioner Gagat and seconded by Commissioner Snell. 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 December 2018 Treasurer's report. Commissioner Buccigrossi 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	
December 4, 2018 thru, January 7, 2019	\$ 127,787.96
Invoices due	\$ 0
Estimated payroll	\$ 40,000.00
Highway Fund for street lights	\$ 1,570.00
The total estimated bills for January 2019	\$ 169,357.96

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 December: The report from LLSE in regard to the Bridge Inspection, Main Street over CSX Railroad, and Proposal from Arkadia Contracting for Roof repairs.

SECRETARY REPORT

For the month of December the administrative office completed the following: Met with PNC in regard to account changes, attended the Airport Area Chamber of Commerce Jingle Fest, attended the Senior Citizen Luncheon, advertised the tentative budget for 2019, met with Commissioner Gagat, Ms. Hockenberry from QV COG and PNC Banking Representatives on account changes, met with Full Service Network in regard to new phone system, worked on budget items and preparing for the new year, assisted the Treasurer on balancing the Township accounts and reports, and other daily office duties.

SOLICITOR’S REPORT

Solicitor Start thanked everyone for the well wishes and prayers during his recent accident when he fell and broke his hip. The law firm of Amato, Start & Associates, P.C. provided services to the Township in December 2018 pertaining to matters regarding Waste collection, Personnel, Monument Damage and West Penn Aggregates.

ENGINEER’S REPORT

Mrs. Christian read the Engineer’s report from LSSE.

LSSE provided the township with outfall screening results on December 17, 2018.

LSSE to schedule a final walkthrough week of December 31, 2018.

Municipal Building roof coordinated a meeting between Arkadia Contracting, Inc. and Township Staff and Arkadia has provided a proposal for the repair.

PUBLIC SAFETY

Commissioner Gagat reported the following for:

COMPLAINTS FOR THE MONTH:

Calls for Service.....	362
Assist other police departments.....	08
Medical assistance calls.....	13

CITATIONS & WARNINGS FOR THE MONTH:

Warnings issued for traffic offenses.....	15
Non-traffic citations issued.....	0

Traffic citations issued.....11

Parking citations/warnings issued.....05

Total citations/warnings issued for the month.....31

PERSONS ARRESTED FOR THE MONTH (UCR Information):

52 YOA W/M.....Harassment

54 YOA B/M.....(2) counts of Forgery

CARS AND EQUIPMENT:

Miles traveled

Car 105-	15,825 =	450
Car 106-	79,730 =	2,102
Car 107-	65,070 =	887
	TOAL	<u>3,439</u>

The following repairs and maintenance were completed:

Car 105- No maintenance

Car 106- Had oil and filter changed and driver’s side headlamp was changed at Grady’s.

Car 107- Had oil and filter changed at Grady’s.

Had the right hand side valve cover gasket replaced, where the vehicle was leaking oil. This was done at no cost at Moon Township Ford

SCHOOLING AND SEMINARS:

None

COMMUNITY CORRESPONDENCE:

The Police Department would like to thank all of those who participated in the Christmas event, making donations to needy families in the Crescent Township Community. It was heart-warming to see so many people come together to help those who are less fortunate. Most participants were from Crescent Township, although some donations came from residents of Moon Township as well. Thank you.

COMMISSIONER CORRESPONDENCE:

I made application to the Department of Homeland Security to have priority communications via cellphone towers, as well as service to the police department when an interruption has occurred and a public utility is involved. For example, a service provider must start to restore service to the police department within three hours of an emergency event. Additionally, this protects our landline phones, faxes, and other cellphones of important administrators affiliated with the Township.

PUBLIC WORKS

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

1. Repaired potholes
2. Picked up litter
3. Cleaned up leaves in Parks and around building
4. Cleaned gutters
5. Removed and repaired damaged road signs Prospect and McKee Streets.
6. Washed and detailed trucks
7. Cleaned out storm outlets
8. Decorated for holidays
9. Constructed new Nativity scene enclosure
10. Started rehabbing Tiger Mower
11. MS-4 work.
 - Inlet inspections
 - Cleaned inlets

PARKS AND RECREATION

Commissioner Buccigrossi reported that the Recreation Board had their annual Santa visit at the Fire Hall on Saturday December 22, 2018. A great time was had by all. Thank you to all who volunteered and participated. Rec Board did not meet this month but will be meeting next month to get ready for Easter Egg Hunt at Shouse Park, weather permitting.

The Parks Board had their Holiday Movie Night last month. The children made crafts and had hot chocolate. Gift bags were also provided. It was a huge success. The Parks Board did meet last Thursday. The Parks Board bought new swings and chains for all of the swings at the park. There will be community event where the poles will be painted. More information will be available later.

FINANCE

Commissioner Miller reported we finished last year in the black. The Board will be cutting back on millage. Department Heads please hold spending down.

FIRE DEPARTMENT - NONE

VALLEY AMBULANCE - NONE

EMERGENCY MANAGEMENT - NONE

OLD BUSINESS

The first item was a discussion/motion to change Shouse Park Rental Fees for 2019. Commissioner Buccigrossi made a motion to change the fees according to the follow schedule:

	RESIDENT (Mon-Thur)	RESIDENT (Fri-Sun)	NON-RESIDENT (Mon-Thur)	NON-RESIDENT (Fri-Sun)
Huwar:	\$88.00	\$100.00	\$138.00	\$163.00

Walters:	\$75.00	\$88.00	\$113.00	\$138.00
Davis:	\$75.00	\$88.00	\$113.00	\$138.00
Entire Park:	\$250.00	\$250.00	\$250.00	\$250.00

*An additional \$50 refundable deposit is added to these amounts.

Commissioner Gagat seconded the motion. 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 resignations of Officer John O’Connor, Officer Scott Page, and Officer Leo Laffey. 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 was a Motion to appoint the following Board members:

Vacancy Board Member 1 year term:	Patience Eckhardt	2019
Recreation Board 5 year term:	Karri Griffith	2023
Planning Commission a 4 year term:	Bill Cook	2022
Zoning Hearing Board a 3 year term:	Dan Taylor	2021
Civil Service Committee 6 year term:	Joseph Eckhardt	2024
Parks Board of a 1 year term:	Jeff Helterbran	2019
Parks Board of a 2 year term:	Debbie Helterbran - Treasurer	2020
Parks Board of a 3 year term:	Dawn Moser - President	2021
Parks Board of a 4 year term:	Tandra Jones – Vice President	2022
Parks Board of a 5 year term:	Morgan Withee - Secretary	2023

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 Discussion / Motion on changes to the PNC and PLGIT accounts. A discussion was had regarding addition and removal of accounts. Commissioner Gagat made the motion to change accounts as detailed in the accompanying email. Commissioner Snell seconded the motion. A roll call vote was taken and found all Commissioners in favor of the Motion.

The fourth item was a Discussion / Motion for repairs to roof on Municipal Building. This is an emergency repair, not related to the proposal going out for bid. The estimate is \$740. There is no need to make a Motion.

The fifth item was a Discussion / Motion to waive the 5% contribution of the full time Police Officers to the Municipal Retirement System for the year 2019. Commissioner Snell 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 hire Joe Burek and Dan Frederick as part-time Police Officers. Mr. Gagat made the Motion, seconded by Commissioner Buccigrossi. A roll call vote was taken and found all Commissioners in favor of the Motion.

PUBLIC COMMENTS

Barbara Byrom, of 1219 Crescent Blvd Ext expressed concerns about parking on the street on Crescent Blvd Extension. She also had concerns about trash cans not being put away after garbage pickup, which results in them being blown all over the street. She had concerns regarding unlit post lamps and also properties not being maintained. Commissioner Gagat recommended the police department do a traffic study on Crescent Blvd Extension to determine whether parking restrictions might be necessary. Also, Barbara was given contact information for the Code Enforcement Officer at BIU. Solicitor Start explained that there are some issues that we cannot control.

Mary Kate Prentice, of 477 Crescent Blvd Ext expressed concerns about parking on the street. It is very dangerous to try to get through without a head-on collision. Also, the vacant house at 473 has bricks falling down from the chimney. The Code Enforcement Officer at BIU will be notified. Are there rules about commercial vehicles being parked in yards?

COMMISSIONER COMMENTS

Commissioner Miller mentioned that we have a new garbage contractor. Put garbage out on Sunday night. All garbage is being picked up on Monday in the township. Recycling pickup is every other week. There are no longer dumpsters behind the building. He also recommended residents sign up for Swiftreach 911 at Crescenttownship.com. Messages are put out by the Chief of Police regarding anything major going on in the township.

Commissioner Buccigrossi thanked police, fire and Valley ambulance for all they do. He mentioned that the Parks and Rec Boards are always open to new members.

Commissioner Gagat thanked all the Commissioners for their hard work on the budget.

Commissioner Sabol thanked everyone for coming out and getting involved. Apologies for the confusion about garbage pickup being missed a week between the old and new garbage contractors. Dumpsters were made available in the Fire Dept. parking lot that week.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Sabol and was seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 7:18 PM.

Respectfully Submitted,
Certified as a true and correct copy

Patty Christian
Crescent Township Secretary