

Township of Crescent
Board of Commissioners
Monthly Business Meeting
October 10, 2019

On October 10, 2019, Commissioner Sabol stated that the Board of Commissioners was in Executive Session from 5:45 pm until 6:10 pm.

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, and Allegheny County, Pennsylvania.

ROLL CALL

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

Secretary: Patty Christian

PUBLIC COMMENT ON AGENDA ITEMS

Mike Chicora of 1768 Heather Heights stated that he noticed that it is written under new business to address date and time for trick or treat but he had assumed that this was already established that we follow same schedule as Moon Township. Commissioner Sabol answered by stating that this is true, but we always discuss it for our records. Mr. Chicora also questioned a motion to hire a Township Manager. He asked the Commissioners if this was the same title and job description as The Township Secretary. It was explained to Mr. Chicora that this is not the same title and although we currently have a Township secretary, Township Managers are necessary because the business of Townships have gone beyond what it was long ago. Mr. Chicora followed up questioning if the Township would have more money going out to do a job that was already being done. Commissioner Sabol responded by explaining “Not necessarily and we are not going to comment on matters involving personnel”.

Mr. Dan Sweeney of 1601 Laurelridge Drive asked to discuss the new Parking Ordinance. Mr. Sweeney asked the Board, “Why there is no parking from Purdy up to 1509. It was explained to Mr. Sweeney by Commissioner Miller public comments usually take place later on in the meeting during public comments and this will be added and discussed after regular business.

APPROVAL OF MINUTES

Commissioner Sabol asked for motion to approve the September 12, 2019 business meeting minutes. 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.

TREASURER’S REPORT

Commissioner asked for a motion to approve the September 2019 Treasurer’s report. Commissioner Buccigrossi made a motion and was seconded by Commissioner Miller. A roll call vote was taken and found all commissioners in favor of the motion.

LIST OF BILLS

The list of bills was presented:

Invoices due	\$ 26,520.08
Estimated payroll	\$ 46,000.00
Capital Reserve	\$
Fire Department Referendum Account	\$ 1,014.05
Highway Fund for street lights	<u>\$ 1,429.04</u>
The total estimated bills for June 2019	\$ 74,963.17

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

CORRESPONDENCE

The administration received the following for September: A letter from PMRS stating that they were changing to IRS approved plan documents. A letter from PENNDOT for students in grades 9-12th to participate in what ways to combat roadway litter, A letter from Verizon on Channel changes and a “Thank you” letter from CORA for hosting the September meeting.

SECRETARY REPORT

For the month of September: worked on completing forms for the Tiger mower accident, and a police workers comp claim, help to organize the COG meeting that hosted by the Township, attended that Pittsburgh Airport Area Chamber of Commerce Legislative Breakfast with Commissioner Joe Sabol, attended the 2020 Annual Renewal Meeting of the Municipal Benefits Services to obtain our renewal packets, worked with the Emergency Manager on updating reports, opened a checking account for the Fire Department Referendum Fund with PNC Bank, worked teaching the new Temp Assistant to help keep the office running smooth and all other daily office tasks.

SOLICITOR’S REPORT

The legal services provided by our law firm to the Township are described in detail in our monthly statement but the most significant of those legal services pertained to matters regarding Police Department Police Matters, JRZ Properties Site Plan/Subdivision, Personnel matters and the Gazebo Project.

ENGINEER’S REPORT

1. MS4: The Township’s MS4 Permit was issued in May 2018. Outfall screening is complete. The Annual Progress Report was submitted to PaDEP on September 28, 2018. LSSE provided Township with outfall screening results on December 17, 2018. 2019 Outfall screening and summary memo provided. HMT submitted the Annual Progress Report on September 27, 2019.

2. 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. HMT has not been advised to review or look into this matter, although we will at Borough direction.

3. Emergency Generator: LSSE to meet with the Township in October to review generator needs. LSSE provided the Township with a Service Order Authorization on December 7, 2017 with a copy of the Opinion of Probable Construction Cost for the Municipal Building Emergency Generator. HMT has not been advised to review or look into this matter. Possible grants may still be available for this improvement.

4. Municipal Building Roof: a. Roof Coating: LSSE transmitted the advertisement to the Township on January 29, 2019. Bids were opened on March 5, 2019. LSSE provided Township with a bid report on March 8, 2019. Arkadia Contracting, Inc. was the apparent low bidder in the amount of \$54,700.00. The Board rejected the bids received. Bids were opened on April 8, 2019 for the Rebid. LSSE provided the Township with a Bid Report on April 8, 2019. Arkadia Contracting, Inc. was the apparent low bidder in the amount of \$54,700.00. Awaiting direction from the Township. A decision is required at this month's meeting to award or reject bids. Bids were rejected. HMT has not been advised to review or look into this

5. Main Street Bridge Repairs: LSSE issued a memo on cost and procedure to complete repairs on December 6, 2018. HMT has not been advised to review or look into this matter.

6. Storm water Service Fee: LSSE provided Service Order Authorization to Township for review to complete Storm water Fee Analysis. HMT will provide a Work Order for Authorization.

7. Shouse Park: Exhibit provided for US Army Corps of Engineers for coordination through Township currently coordinating with Parks and Recreation.

8. 2020 Road Paving Project: HMT met with Public Works to discuss the scope and to advance the preparation of an Opinion of Probable Cost. The roads selected for the Opinion of Probable Cost are: Denoon Avenue, Jeannette Street, Louisa Drive, Locust Drive, Erie Avenue, Porter Street, and Sautter Drive Extension.

9. Code and Zoning: Code and zoning report provided. Investigation into the refuse at the end of Louisa Street within the Township's Right-Of-Way is ongoing and coordinated with Public Works. Several citations have been issued for the condition at the end of Louisa Street.

10. Dog Refuse Ordinance: Sample ordinances provided to Solicitor for coordination and completion of the ordinance.

11. Phillips Energy Fill Site: PADEP and Allegheny County Conservation District have inspected site for violations of the current NPDES permit. No violations were noted by the ACCD or PADEP.

12. Current Permit Applications: Based on discussions with Township staff, HMT and Associates would like permission to update permit applications for the township.

13. Crescent Township Annual Roads: HMT transmitted a Work Authorization to provide a condition analysis and Preliminary Opinion of Probable Cost for 7 miles of Township Roads on August 9, 2019. Developments • JRZ Properties Planning Commission submission September 6, 2019.

PUBLIC SAFETY

COMPLAINTS FOR THE MONTH:

Calls for Service 192

Assist other police departments 01

Medical assistance calls 11

CITATIONS & WARNINGS FOR THE MONTH:

Warnings issued for traffic offenses 60

Non-traffic citations issued 01

Traffic citations issued 41

Parking citations/warnings issued 04

Total citations/warnings issued for the month 106

PERSONS ARRESTED FOR THE MONTH (UCR Information):

32-year-old male Driving under the influence/drugs

23-year-old male Possession of marijuana

31-year-old male Possession of marijuana

34-year-old female Driving under the influence

25-year-old male Disorderly conduct

CARS AND EQUIPMENT:

Miles traveled: Car 105 - 25,100 = 1,338

Car 106 - 8,676 = 1,376

Car 107- 76,689 = 1,101

Total miles traveled = 3,815

The following repairs and maintenance were completed:

Unit 105- Received its annual inspection had the oil changed and tires rotated. The driver seatbelt receptacle was replaced due to damage from the officer's holsters. (The seatbelt could not be used)

Unit 106- No maintenance

Unit 107- Received an oil change, tire rotation and wiper blades were installed.

SCHOOLING AND SEMINARS:

Officer Williams completed his CLEAN certification, Background checks in JNET, JNET overview course, and Facial Recognition requirement course.

Officer Ryan completed his CLEAN certification.

The Crescent Township Police Department hosted a Standardized Field Sobriety Testing class. Officers Burek, Frederick, VanCise and Williams all attended, free of charge. The class included officers from 18 other agencies.

Officer Gerlach and Burek attended First-Line Supervision at Moon Township PD.

Officer Gerlach attended Internal Affairs, Administrative Investigations and Citizen Complaint Investigations, at the Havertown Police Department.

Total training for September was 143 hours.

COMMUNITY CORRESPONDENCE:

Registration has begun for “Pumpkin’s with Police” and the event will be held on October 19 between 1 pm – 4 pm in the Crescent Township Community Room. Please, go to our Facebook page and sign up to bring the children for face painting, animal balloons, food and of course, painting and carving pumpkins!

COMMISSIONER CORRESPONDENCE:

The police department received notification from the Bureau of Justice Assistance, that we received a \$1,900 grant to defray costs for future body-armor purchases.

FINANCE

Commissioner Gagat stated that we are 75% through the year and the cash position looks very well. All points total up to \$1,506,000.00. We are looking to pare down on our expenses as we approach the year end and to keep the budget as low as possible

PUBLIC WORKS

Commissioner Miller read the September public works report:

Monthly Report September 2019

1. Replaced Police carport and back fill curbs in township parking lot.
2. Tiger Mow
3. Clean Inlets on state road to comply with Agility Agreement.
4. Kept the parks clean.
5. Patch Roadways.
6. Overlay Ravine Street with asphalt
7. Repaired inlets on Crescent Blvd Ext. and Sautter Drive.
8. Cleared large tree from Riverview Park
9. MS-4 work.
 - Inlet inspections
 - Cleaned inlets

PARKS AND RECREATION

Commissioner Buccigrossi gave the report for the Park and Recreation Boards:

CRESCENT TOWNSHIP PARKS BOARD

Commissioners Report- October

The Parks Board met on Thursday, October 3rd at 7pm

The month of September was a busy one for the Parks Board! We collaborated with the fire hall at the Drag Queen Bingo. The men's group at Pathway's Church and the RMU Men's Lacrosse team assisted in the beautification of our parks. Both groups helped sand and paint benches, buildings and swing sets. We're grateful and appreciative of their time and talents to assist the Parks Board in these projects.

Registration for the Fall Festival is underway. We will be having a car cruise, bounce house and a variety of vendors. We are also working on a Holiday Movie Night on December 7th in the Multi-purpose room. The board is also doing a Luminaria Event which will take place on Christmas Eve at sunset to light the way into Christmas Day.

Our next scheduled meeting is Thursday, November 7th at 7pm. All are welcome to attend!!

The Recreation board is currently working on our annual Halloween Parade. The Parade is scheduled for Saturday October 26th. Immediately following the parade we will follow up at Shouse Park where we are going to have Pizza and gift bags for the kids, As well as our 2nd annual 'Live Reptile Show'.

FIRE DEPARTMENT

Mike Chicora gave the report for the Fire Dept. and he stated that they have had 71 calls so far this year, a combination of fire call and mutual aide. The annual Gun Bash was held on Saturday, October 5th. It went well but not as well as we wished it would've but we kind of late on getting the tickets out. Otherwise it was a good turn out and the Fire Dept. would like to thank the Commissioner`s, The Township and residents for supporting us.

VALLEY AMBULANCE AUTHORITY

NONE

EMERGENCY MANAGEMENT

NONE

OLD BUSINESS

NONE

NEW BUSINESS

The first item under new business was a motion to add item 5 to the agenda, a motion to appoint Gerald G. Orsini to the Office of Township Manager. Commissioner Miller made the motion and it was seconded by Commissioner Snell. A roll call was taken and all commissioners were in favor.

The second item was a motion and discussion to establish the Office Manager to Administer the Business of the Township, repelling and replacing Ordinance #570
Commissioner Miller made the motion Seconded by Commissioner Gagat. A roll call was taken and all commissioners were in favor.

The third item was motion to discuss enrollment on Employee health insurance through municipal Benefits Service for 2020
Commissioner Gaga made the motion Seconded by Commissioner Miller. A roll call was taken and all commissioners were in favor.

The fourth item motion to set the date and time for Trick or Treat for Thursday, October 31st from 6:30pm until 8:00pm. Commissioner Buccigrossi made the motion Seconded by Commissioner Snell. A roll call was taken and all commissioners were in favor.

The fifth item was motion to approve a certificate for the Parks Board for a free rental of one of the Park Pavilions for the Basket raffle on Tuesday, November 5th. Commissioner Miller made the motion Seconded by Commissioner Buccigrossi. A roll call was taken and all commissioners were in favor.

PUBLIC COMMENTS

Daniel Sweeney of 1501 Laurel Ridge, voiced his concern regarding a letter he received stating “No Parking along one side of Purdy Rd because it is considered a Blind curve”. Mr. Sweeney asked if the board would consider allowing parking on one side of the road, he expressed concern for speeding traffic and asked if the board to consider lowering the speed limit to 20 MPH.

Chief Longerman explained that State Law prevents the lowering of speed limit below 25 MPH. Commissioner Gagat suggested placing a sign that records speed, along with more law enforcement.

Mr. Gerald Orsini- Thanked the Board for the vote of confidence in hiring him as the Crescent Township Manager. He doesn't look at this as a job but he sees this as a privilege, a challenge to work with the Board, Secretary, Chief of Police, Public Works Supervisor, Engineer, Solicitor, and Fire Dept. and to build off of their accomplishments. The top priority being to establish a viable line of communication, and to ask for patience as he becomes familiar with the business at hand.

COMMISSIONER COMMENTS

Commissioner Miller thanked all of his fellow Commissioner`s and everyone else for coming and wanted to remind everyone that trick or treat is coming up , So watch the kids! The Police, Fire Dept. and Valley Ambulance with assist on this evening. He also thanked everyone for their support of the fire Department gun Bash, The Township employees and his fellow Commissioners.

Commissioner Buccigrossi wanted to remind everyone of the Fall Festival coming up at Shouse Park, The Parks and recreation Board meeting are always open to the public and to say thank you to the First responders.

Commissioner Gagat Congratulated Mr. Orsini, Thanked the Township Employees and Police Department. He wanted to remind everyone of Election Day coming up on November 5th.

Commissioner Sabol Thanks the Police Department, Fire Department and Township Employees. He also Congratulated Mr. Orsini on becoming the township Manager.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Miller and seconded by Commissioner Gagat. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 7:04 PM.

Respectfully Submitted,
Certified as a true and correct copy

Patty Christian
Crescent Township Secretary
