

Township of Crescent  
**Board of Commissioners**  
**Monthly Business Meeting**  
**March 12, 2020**

On March 12, 2020, Commissioner Sabol stated that the Board of Commissioners was in Executive Session from 6:00 pm until 6:25 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, Jerry Keller, Arthur Buccigrossi, Todd Miller, Rich Withee

Secretary: Patty Christian

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**APPROVAL OF MINUTES**

Commissioner Sabol asked for motion to approve the February 13, 2020 business meeting minutes. A motion was made by Commissioner Keller and seconded by Commissioner Withee. 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 February 2020 Treasurer's report. Commissioner Buccigrossi made a motion and was seconded by Commissioner Withee. A roll call vote was taken and found all commissioners in favor of the motion.

A motion to pay the bills 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.

**SECRETARY REPORT**

The Secretaries report is on file available for viewing upon request.

**SOLICITOR'S REPORT**

The Solicitor's report is on file available for viewing upon request.

## 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. HMT submitted the Annual Progress Report on September 27, 2019.
2. Maple Street Intersection, Emergency Generator, Municipal Building Roof, Main Street Bridge Repairs: Pending direction of the Township HMT will review each of the above projects, including possible grants, current condition, and options for each project.
3. Stormwater Service Fee: HMT will provide Stormwater Service Fee Analysis pending Township Direction. Currently 3 neighboring municipalities are facing litigation for implemented service fees.
4. Shouse Park: Exhibit provided for US Army Corps of Engineers for coordination through Township. Township currently coordinating with Parks and Recreation.
5. 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 inclusion into the 2020 joint paving project are Denoon Avenue, Jeannette Street, Locust Road, Erie Street, Porter Street, and Sautter Drive Extension. A list of streets, items and quantities were provided for inclusion into the project on January 13, 2020. Bid Opening March 18, 2020.
6. Code and Zoning: Code and zoning report provided. Cleanup of refuse at the end of Louisa Street within the Township's Right-Of-Way is progressing. Vehicles and shelters have been removed. Boat, tires, and some other debris remain. Several citations have been issued for the condition at the end of Louisa Street.
7. Dog Refuse Ordinance: Sample ordinances provided to Solicitor for coordination and completion of the ordinance.
8. 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.
9. Current Permit Applications: HMT is reviewing current applications and coordinating with the Township Manager to update permit applications for the township.
10. 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.
11. TRAISR Geographic Information/Data Management System: Quotation received for TRAISR. Township requested to provide proposal. HMT met with Road Master to discuss GIS. As requested by with the Road Master, HMT reached out directly to TRAISR Developer for an estimate. TRAISR is not opening up to new distributors at this time. Proposal submitted by HMT for GIS services of \$1540.00 for first year with GIS hourly services as needed on February 28, 2020.
12. GAZEBO Project: Awarded on Feb. 18, 2020, Notice to Proceed issued on March 4, 2020. Preconstruction meeting date to be finalized.
13. Crescent Township Salt Shed: HMT will proceed with Salt Shed design and bid documents at the direction of the Township. HMT has received guidance from PennDOT and new limits on the prevailing wage. A small geotechnical analysis and survey is recommended due to soil conditions and current filling on site. HMT will proceed with Soil Analysis and survey as directed.

## **PUBLIC SAFETY**

With read the February 2020 monthly report:

### **COMPLAINTS FOR THE MONTH:**

Calls for Service 209

Assist other police departments 07

Medical assistance calls 19

### **CITATIONS & WARNINGS FOR THE MONTH:**

Warnings issued for traffic offenses 16

Non-traffic citations issued 00

Traffic citations issued 13

Parking citations/warnings issued 02

Total citations/warnings issued for the month 31

### **PERSONS ARRESTED FOR THE MONTH (UCR Information):**

(2) Arrest for Driving under the influence

(1) Fleeing or Attempting to Elude a Police Officer/Traffic violation

(1) False Identification to Law Enforcement

(1) Harassment

(1) Criminal Trespass

### **CARS AND EQUIPMENT:**

Miles traveled: Car 105 - 30,962 = 1,010

Car 106 - 15,697 = 1,300

Car 107- 82,411 = 1,086

Total miles traveled = 3,396

The following repairs and maintenance were completed:

Unit 105- Had the oil and filter changed, as well as tires rotated

Unit 106- Had the oil and filter changed, as well as tires rotated. The vehicle had its annual inspection/emissions completed.

Unit 107- Had the oil and filter changed, as well as tires rotated

### **SCHOOLING AND SEMINARS:**

Officer Frederick attended, Active Shooter/Hostile Threat Response, at Pittsburgh Technical College, free of charge through the COG.

Sgt. Gerlach and Officer Downing attended, Field Training Officer School, at the Allegheny County Police Academy.

## COMMUNITY CORRESPONDENCE:

The Crescent Township Police will be hosting several events in the coming months, including Crescent Cadets. This program will be geared toward youths, ages 10-18, with verifying subject matter appropriate for children of this age. Check our Facebook page for more details regarding this event.

## COMMISSIONER CORRESPONDENCE:

The police department continues to move forward and grow. I would like to thank the Board of Commissioners for the promotion of Sergeant Dominique Gerlach, last month. I appreciate your continued support.

## FINANCE

Commissioner Keller reported that the reports that we receive from Susan Hockenberry from QVC Cog are not correct. He is very upset that the payroll has not been reported to the correct line items in the budget. This is something very important and needs to be straightened out immediately. He cannot give an accurate financial report at this time until these issues are fixed.

## PUBLIC WORKS

Commissioner Miller read the February public works report:

### Monthly Report February 2020

1. Repair potholes.
2. Remove snow and ice from roadways and around municipal building.
3. Worked on building new grills for Huwar and Walters Pavilions
4. Wash trucks and backhoe after each snow event.
5. Clean township sidewalks on McGovern Blvd located near monuments across from fire department.
6. Clean leaves at Shouse Park.
7. Removed graffiti from Florence Dr.
8. Empty trash at parks
9. Spray trucks with rust protector
10. MS-4 work.
  - Attended MS4 training seminar
  - Inlet inspections
  - Cleaned inlets
  - Clear outfalls
  - Update MS4 paperwork

## PARKS AND RECREATION

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

## CRESCENT TOWNSHIP PARKS BOARD

There is a new member joining the Parks and Rec Board. This will be discussed later in the meeting.

The raffle basket that we had at the Fire Departments Drag Queen Bingo went extremely well. He thanked the Fire Department for letting them do a basket raffle. It is very nice to work with the Fire Department. There will be a spring flower fund raiser. There will be tickets for sale under the Tent in the front of the Fire Department. The raffle is on March 28, 2020. There will be a basket raffle at the Fire Departments September 26, 2020 at the Drag Queen Bingo and one at the General Election in November. The annual Easter Egg Hunt will be at Shouse Park on April 14, 2020 at Noon with a rain date of April 11, 2020. April 13, 2020 is clean up day. There will be up coming events for Halloween and Movie Night for the kids in December, as well as the Christmas Party. The Board has been very busy. There will be new grills and drinking fountains installed at Shouse Park this spring. Andy Horvath has resigned from the board. We are always looking for new members.

### **FIRE DEPARTMENT**

Dan Muller gave the report for the Fire Department:

#### The fire department responded to:

1. Feb. 11. House fire on Crescent Blvd. Ext. which was contained within an electrical outlet.
2. Feb. 21. Smell of natural gas on Crescent Blvd Ext.
3. March 1<sup>st</sup> Request for assist with traffic control fora water line break on Crescent Blvd Ext.
4. March 4<sup>th</sup>. Residential Bon Fire at the bottom of Purdy Road
5. March 6<sup>t h</sup> ,late night car crash on McGovern Blvd between Tinker's and Dan's Auto. No injuries.

#### Fire Department Training:

1. The first 3 Monday evenings of every month are our weekly training. These are usually in-station training.
2. Denny Lewis took a crew, Jerry Keller, Mike Chicora to Fire Ground Survival Training at South Fayette HS on Feb 8<sup>th</sup> .
3. This past Monday evening, 11 Crescent firefighters trained on Dashield's Dam for several hours for any fire or water emergencies.
4. Chief Longerman has scheduled a meeting on March 25<sup>th</sup> with the FD and PD officers to resume and initiate guidelines when the two agencies respond together.

### Events:

1. Our Friday fish fries are going well and will continue until April 10<sup>th</sup>. Thanks to all who attend.
2. Blues and Wings night scheduled for this Saturday night, March 14<sup>th</sup>.
3. There will be a craft show held at the FD on Saturday, March 28<sup>th</sup>.

### Meetings:

1. I, and several officers, have attended COG and Allegheny County Fire Chief's Association Meetings.

### Remarks

There has been conversation among members of the FD to become more of a participant member of the community

## **VALLEY AMBULANCE AUTHORITY**

Wendy Schulenburg from Valley reported that they have been ramping up for the Corona Virus.

## **EMERGENCY MANAGEMENT**

Dan Muller the Deputy Emergency Manager attended the first quarterly training on Tuesday March 10, 2020.

Items discussed:

1. Precipitation forecast until May is 6 inches (probable all rain) resulting in additional landslides.
2. All municipalities must update their Hazard Mitigation Plan for 2020. Failure to have this plan in place could restrict an individual municipality from receiving state and federal funding after a *declared emergency*.
3. The 2020 ERG books are coming out. One will be available for every fire apparatus, police care, etc. We must have a count of how many we need and Allegheny County will contact us when they are available.
4. COVID-19 Is now a Phase 6 pandemic.  
It has a 5 day incubation period. When a new virus appears, there is usually a cushion of time from the appearance in animals before the transmission to humans. This virus is unusual because it immediately transmitted to humans. There is a herd insusceptibility with humans to the flu due the flu vaccination. This means that the herd is strong because many in the herd have been vaccinated and will not get the flu. Everyone in the herd is susceptible to COVID-19. People of 60 should be the most concerned. (and should avoid cruises). As the situation develops we should start tracking and documentation what money we spend on the situation. The mortality rate is less that the Spanish Flu of 1920. Unless you're a direct care provider-you do not need to wear a mask.

## **OLD BUSINESS**

**NONE**

## **NEW BUSINESS**

The first item under new business was a Motion to adopt Resolution 05-2020, “Establishing an Intergovernmental Cooperation Agreement” allowing the Township to join with two or more local Pennsylvania governments or authorities in the performance of their respective governmental functions, powers or responsibilities. Commissioner Miller made the motion Seconded by Commissioner Buccigrossi. A roll call was taken and all commissioners were in favor.

The second item was a motion to approve the Agreement between the Townships of Crescent, Moon, North Fayette, Collier, the Valley Ambulance Authority and the Moon Township Municipal Authority to mutually secure a joint bid for the purposes of the 2020 Joint Roadway Improvement Paving Program of Township streets, properties and Authority Properties; and to define the roles and responsibilities between the Parties for construction of the Project, including the bid proposal process as well as specific inspection duties and payment for the costs of the work performed. Commissioner Withee made the motion Seconded by Commissioner Keller. A roll call was taken and all commissioners were in favor.

The third item was a motion to accept the resignation of the part-time police officer, Christian Ryan. He has accepted full-time employment at South Fayette Township Police Department. Commissioner Withee made the motion Seconded by Commissioner Keller. A roll call was taken and all commissioners were in favor.

The fourth item was a motion to accept the resignation of the full-time police officer, Daniel Frederick. Commissioner Withee made the motion Seconded by Commissioner Buccigrossi. A roll call was taken and all commissioners were in favor.

The fifth item was a motion to authorize the hiring of a part-time officer, as recommended by the Civil Service Commission, Lydia Songer. Commissioner Withee made the motion Seconded by Commissioner Keller. A roll call was taken and all commissioners were in favor.

The sixth item was a motion to authorize the hiring of a full-time police officer, Justine VanCise, as recommended by the Civil Service Commission. Commissioner Withee made the motion Seconded by Commissioner Miller. A roll call was taken and all commissioners were in favor.

The seventh item was a motion to appoint Dr. Jerry Keller as the Emergency Management Coordinator. Commissioner Buccigrossi made the motion Seconded by Commissioner Withee. A roll call was taken and Commissioner Keller abstained from the vote and all of the other commissioners were in favor.

The eighth item was a motion to appoint Connie Paulin as a new member to the Park and Recreation Board. Commissioner Buccigrossi made the motion Seconded by Commissioner Withee. A roll call was taken and all commissioners were in favor.

## **PUBLIC COMMENTS**

Denny Lewis of 492 Crescent Blvd. Ext. wanted to know why nothing was done on Spring Run Road. It is down to a one lane road. There are school buses that use that road and a bad accident is going to happen. Commissioner Withee said he would make a call to County Council Cindy Kirk and see if we can get something done.

Charles Ligato of 1176 Marble Dr. wanted to know if we could get an ordinance to have people after the garbage pick up bring the cans back from along side the road. Also he wanted to get the Township to update their ordinance on chicken and exotic animals. There is a tree at the entrance of Hunts Ridge that is hanging down. The Commissioners will look at the ordinances and have public works look at the tree.

## **COMMISSIONER COMMENTS**

Commissioner Miller wanted to remind everyone to wash their hands and sing two verses of Happy Birthday to protect your-self from the Covic-19 virus.

Commissioner Buccigrossi wanted to remind everyone that the Parks and recreation Board meeting are always open to the public and to say thank you to the First responders, and Township employees.

Commissioner Keller wanted to remind everyone about the Fire Departments Fund raisers. He spoke about having a clear vision of site for driveway applications.

Commissioner Withee wanted to thank the Police Officers and welcome Justine VanCise to full time and welcome the new Officer Lydia Songer.

Commissioner Sabol wanted to welcome the new Police Officer Lydia Songer and to thank Danny Muller for his update on the Covic-19 Virus.

## **ADJOURNMENT**

A motion to adjourn the meeting was made by Commissioner Keller and seconded by Commissioner Miller. A voice vote was taken and found all Commissioners in favor of the motion. The meeting adjourned at 7:23 PM.

Respectfully Submitted,  
Certified as a true and correct copy

Patty Christian  
Crescent Township Secretary

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