MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
REGULAR MEETING VIA ZOOM
November 24, 2020

The meeting was called to order by President Altman at 7:30 p.m. She then led all present in prayer and pledge to the flag.

Roll Call:

David G. Calabria	Present
Thomas M. Castello, Esq.	Present
Kathy Gazda	Present
Angela Wateska	Present
Nicholas Seibel, Vice President	Present
Michelle Sedlak	Present
William Wells	Present
Stacey Altman, President	Present
Eileen L. Meyers	Present

PRESENT - 9 ABSENT - 0

ALSO PRESENT: Denise Fitzgerald, Township Manager
Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC
Ned Mitrovich, P.E.; Engineer, Lennon, Smith, Souleret Engineering, Inc.
Marie Hartman, P.E.; Engineer, Lennon, Smith, Souleret Engineering, Inc.
Thomas Kelley, Director of Public Services
Mark Mox, Planning/Zoning/Code Enforcement Officer
Matt Podsiadly, Chief of Police
James Secreet, Police Superintendent
James Stoker, Information Technology Technician Manager
Lisha Mihalko, Assistant Township Secretary

Approval of Agenda

Motion to approve the agenda, as submitted.

Motion by Mr. Castello, second by Mrs. Meyers to approve the agenda, as submitted.

All in Favor
Motion Carries (9-0)

Public Comments on Agenda Items Listed Below
To be addressed at the beginning of each Committee report

Bill List

Motion to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: $1,684,296.57.

Motion by Mr. Seibel, second by Mrs. Gazda to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: $1,684,296.57.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Abstain – Just received the Bill List
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (8-0-1 Abstention)

Approval of Minutes

Motion to approve minutes for the following meetings:

Agenda Meeting	8/11/2020
Regular Meeting	8/25/2020

Motion by Mr. Castello, second by Mr. Wells to approve the minutes for the following meetings of August 11, 2020 and August 25, 2020.

All in Favor
Motion Carries (9-0)

Planning, Zoning and Code Enforcement

Motion to approve the advertisement for **Resolution #961-20** for the proposed Building Permit and Zoning Permit fees.

Motion by Mr. Seibel, second by Mr. Wells to table the advertisement for **Resolution #961-20** for the proposed Building Permit and Zoning Permit fees and refer to the Finance Committee for review.

All in Favor
Motion Carries (9-0)

Mrs. Gazda asked why we are advertising for this.

Mr. McTeirnan confirmed that the Township does not need to advertise.

Mr. Castello said that he wants to make sure the residents are aware of the changes, he asked that it be posted somewhere.

Motion to ratify the approval of the advertisement for a Conditional Use Hearing scheduled for Tuesday, December 8, 2020, for the application filed by Bower Hill Volunteer Fire Department for the replacement of an existing sign with an LED sign.

Motion by Mr. Castello, second by Mr. Seibel to ratify the approval of the advertisement for a Conditional Use Hearing scheduled for Tuesday, December 8, 2020, for the application filed by Bower Hill Volunteer Fire Department for the replacement of an existing sign with an LED sign.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Solicitor's Report

Engineers Report

Motion to approve the Change Order No. 1 (Scope Change - No Change in Contract Price) to Joe Palmieri Construction, Inc. for the Scott Park ADA Ramps and Sidewalk Improvements Project (CD 45 7.5).

Motion by Mrs. Meyers, second by Mr. Calabria to approve the Change Order No. 1 (Scope Change - No Change in Contract Price) to Joe Palmieri Construction, Inc. for the Scott Park ADA Ramps and Sidewalk Improvements Project (CD 45 7.5).

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to approve the Partial Payment No. 1 (Final) in the amount of $42,316.00 for the Scott Park ADA Ramps and Sidewalk Improvements Project (CD 45 7.5) submitted by Joe Palmieri Construction, Inc. *(Paid by SHACOG).*

Motion by Mr. Calabria, second by Mrs. Meyers to approve the Partial Payment No. 1 (Final) in the amount of $42,316.00 for the Scott Park ADA Ramps and Sidewalk Improvements Project (CD 45 7.5) submitted by Joe Palmieri Construction, Inc. *(Paid by SHACOG).*

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to approve the Partial Payment No. 1 in the amount of $180,960.88 for the 2019 Source Flow Reduction and Sanitary Sewer Improvements Project submitted by Stefanik's Next Generation Contracting Company, Inc. (*To be paid from the Sewer Fund*).

Motion by Mr. Calabria, second by Mrs. Wateska to approve the Partial Payment No. 1 in the amount of $180,960.88 for the 2019 Source Flow Reduction and Sanitary Sewer Improvements Project submitted by Stefanik's Next Generation Contracting Company, Inc. (*To be paid from the Sewer Fund*).

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Bob Shalamon
416 Orchard Spring Road

Mr. Shalamon asked for a status update on the Cherry Dell project.

Mrs. Hartman explained that this is an Alocosan GROW project, so it is partially funded by the County. The Cherry Dell section of the project is a replacement part and there is some sanitary sewer lining that is being done with it as well. This was originally bid in early February, March timeframe in which those bids were not accepted. The bid was sent for re-bidding and awarded in late March the construction did not begin until late October due to the pandemic.

Standard Reports

Standing Committee Report – Finance

Motion to ratify the approval for the advertisement of the 2021 Budget for public inspection, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Motion by Mr. Castello, second by Mrs. Meyers to ratify the approval for the advertisement of the 2021 Budget for public inspection, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to ratify the approval for the advertisement of the 2021 Tax Levy Ordinance, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Motion by Mr. Castello, second by Mrs. Sedlak to ratify the approval for the advertisement of the 2021 Tax Levy Ordinance, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to ratify the approval for the advertisement of the 2021 Budget Ordinance, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Motion by Mr. Castello, second by Mrs. Wateska to ratify the approval for the advertisement of the 2021 Budget Ordinance, contingent upon approval at the Wednesday, November 11, 2020 Budget meeting.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes

Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to approve the payment to The Phoenix Benefits Group, Inc. for Investment Consulting Services for the Police Pension Fund in the amount of $828.75 and the Non-Uniform Employees' Pension Fund in the amount of $1,267.50. (*to be paid from the respective funds*).

Motion by Mr. Castello, second by Mrs. Meyers to approve the payment to The Phoenix Benefits Group, Inc. for Investment Consulting Services for the Police Pension Fund in the amount of $828.75 and the Non-Uniform Employees' Pension Fund in the amount of $1,267.50. (*to be paid from the respective funds*).

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to approve the payment to Peirce Park Group for Investment Consulting Services for the Police Pension Fund in the amount of $12,884.14 and the Non-Uniform Employees' Pension Fund in the amount of $6,254.43. (*to be paid from the respective funds*).

Motion by Mr. Castello, second by Mr. Seibel to approve the payment to Peirce Park Group for Investment Consulting Services for the Police Pension Fund in the amount of $12,884.14 and the Non-Uniform Employees' Pension Fund in the amount of $6,254.43. (*to be paid from the respective funds*).

Roll Call:

David G. Calabria	Yes

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Motion to approve a **Resolution #960-20** to certify U.S. Bank as the trustee of the Scott Township Police Pension Plan and the Scott Township Non-Uniform Pension Plan.

Motion by Mr. Castello, second by Mrs. Wateska to approve a **Resolution #960-20** to certify U.S. Bank as the trustee of the Scott Township Police Pension Plan and the Scott Township Non-Uniform Pension Plan.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Standing Committee Report – Public Safety

Standing Committee Report – Public Works

Mr. Calabria stated that they were paving at Raven Drive. Mr. Calabria wanted to confirm that Mr. Kelley was aware of the paving and confirm that the sewer line was tapped into it. Mr. Calabria explained that Mr. Kelley had created an agreement, but wanted to confirm the work was done prior to them paving the road.

Mrs. Fitzgerald mentioned that Mr. Kelley provided her with updates on the status of this project.

Environmental Committee (Sewer Committee and MS4 Updates)

Parks and Recreation

Announce drive-thru tree lighting for Thursday, December 3, 2020.

Mrs. McFerron and Mrs. Watson explained the event and the sign ups for the program.

Motion by Mrs. Sedlak, second by Mr. Seibel to approve the drive-thru tree lighting for Thursday, December 3, 2020.

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Public Relations Report

Diversity & Inclusion Committee

Mrs. Wateska mentioned the next Diversity Committee meeting will be held on December 1, 2020.

Library Liaison Report

Motion to approve the request from the Friends of the Library for the use of the Community Room from Sunday, October 3, 2021 – Tuesday, October 12, 2021 to host the annual Book Sale Fundraiser.

Motion by Mrs. Sedlak, second by Mrs. Meyers to approve the request from the Friends of the Library for the use of the Community Room from Sunday, October 3, 2021 – Tuesday, October 12, 2021 to host the annual Book Sale Fundraiser.

All in Favor
Motion Carries (9-0)

Motion to appoint Kim Griffith to serve a three-year term as a board member for the Library, the term is to begin in January 2021, as recommended by The Scott Township Public Library Board of Directors.

Motion by Mrs. Sedlak, second by Mrs. Meyers to appoint Kim Griffith to serve a three-year term as a board member for the Library, the term is to begin in January 2021, as recommended by The Scott Township Public Library Board of Directors.

All in Favor
Motion Carries (9-0)

SHACOG

Mr. Seibel stated that the SHACOG Meeting was cancelled due to the pandemic.

Standing Committee Report – Administration

Motion to ratify the approval of a desk audit to be performed by Allegheny League of Municipalities (ALOM) with a rate of $100.00 per hour for onsite work and $80.00 per hour for offsite work, less a 10%-member discount. The project is estimated to require 36 hours. (Total cost for services shall not exceed $3,000.00 regardless of actual hours worked).

Motion by Mr. Seibel, second by Mr. Castello to ratify the approval of a desk audit to be performed by Allegheny League of Municipalities (ALOM) with a rate of $100.00 per hour for onsite work and $80.00 per hour for offsite work, less a 10%-member discount. The project is estimated to require 36 hours. (Total cost for services shall not exceed $3,000.00 regardless of actual hours worked).

Roll Call:

David G. Calabria	Yes
Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel, Vice President	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, President	Yes
Eileen L. Meyers	Yes

Motion Carries (9-0)

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

Commissioners Requests

Mr. Wells mentioned that he found an iPad the other day and he turned it into the Police Department.

Mr. Castello hopes that everyone has a great Thanksgiving.

Mrs. Sedlak wished everyone a Happy Thanksgiving.

Mrs. Gazda wished everyone a Happy Thanksgiving.

Ms. Altman mentioned that the Township office has been closed due to COVID exposure.

Adjournment

Motion by Mr. Castello, second by Mrs. Meyers to adjourn the meeting.

The meeting was adjourned at 8:16p.m.

Attest:

