MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
January 11, 2022

7:00pm: Public Hearing – Appeal of Notice of Condemnation
Lot & Block #144-R-82, 128 Klein Way

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

Roll Call:

Thomas M. Castello, Esq.	Present
Samuel Dalfonso	Present
Brandon Edwards	Present
Kathy Gazda	Present
Eileen L. Meyers	Present
Michelle Sedlak	Absent
Nicholas Seibel, Vice President	Present - Zoom
Angela Wateska	Present
Stacey Altman, President	Present

PRESENT - 8 ABSENT - 1

ALSO PRESENT: Denise Fitzgerald, Township Manager
John Vogel, Esq.; Solicitor, Tucker Arensburg - Zoom
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 - Zoom
Mark Mox, Planning/Zoning/Code Enforcement Officer
Karla McGill, Finance Director - Zoom
Matt Podsiadly, Chief of Police - Zoom
James Stoker, Information Technology Technician Manager
Lisha Mihalko, Assistant Township Secretary / Administration Supervisor

Public Comments on all Agenda Items Listed Below

Katie O'Keefe
Representative for Ave Maria Academy

O'Keefe advised that she attended the meeting to discuss the proposed 5k run fundraiser. O'Keefe is a part of the Ave Maria Academy. The Academy is requesting the use of Scott Park for a 5k run fundraiser on March 20, 2022, from 7:00am – 11:00am.

Fitzgerald asked if they could provide the Township with a Certificate of Insurance.

O'Keefe stated that they would take this request back to the Association, however they do feel that this is something they can provide.

Altman asked the Board of Commissioners if they agree to allow them the use of the park if the Certificate of Insurance is provided.

Majority of the Board of Commissioners agreed.

Planning, Zoning and Code Enforcement

Discuss the authorization of the Township Solicitor creating an **Ordinance**, surrounding the posting of Political signs.

Vogel stated that the Township is faced with what can be controlled on private property. Vogel also explained that other Communities have the individuals obtain a permit and follow the guidelines to have them removed after a specific time frame once the election has completed.

Castello asked if the Township could regulate the size of the signs?

Vogel stated that the Township can establish some regulations on the signs.

Discuss an **Ordinance** for Short-Term Rentals.

Vogel stated that the Planning Commission has looked at this over the course of the year. The Township sent a proposed Ordinance to the County for their review. The Counties concern is if a property could continue to be used as a rental or if the Township wants to put a cap on how many rentals can occur. The difficulty comes into play because the Township doesn't have the ability to ask how many times the property has been rented over the course of the year. Vogel addressed the below concerns the Township has at this point:

- What would the Township want to limit this as.
- This is listed as a Conditional Use in the R-3 and C-1 Zones. The idea is to allow these Short-Term rentals in the R-3 and C-1 Zones, and it seems to be the most appropriate option. The items addressed here are parking, renters would not be allowed to stay in a basement of a dwelling and having a maximum number of persons per bedroom.
- Inspection fee of $100.00 and a permit holding fee of $500.00.

Castello asked how many single-family homes the Township has located in the C-1 Districts.

Mox showed the Board of Commissioners where the R-3 and C-1 zones are on the map.

Wateska asked if there can be an exception for those who live in their home while they have Airbnb tenants there.

Dalfonso asked what some of the violations are that Mox has seen and how many are there currently.

Mox stated that there are currently approximately 4 to 5 properties that run an Airbnb, however he is getting more and more inquiries on this topic. Most of the violations are noise and parking violations.

Dalfonso asked if the Ordinance can specify a regulation where after so many violations the renter will lose their ability to run the Airbnb.

Discuss demolition **Ordinance**.

Mox stated that the Planning Commission was requested to look at this Ordinance. Mox explained that he would like to add a bond for the demolition and this way if the individual doesn't finish the demolition the Township will have the funds to finish the work and if the work has been completed properly the bond money can be returned to the individual. Mox would also like to add a description of what the Township would like to see the property look like after the demolition has been complete. Lastly, Mox would also like to add penalty fees if the work is not completed to the guidelines.

Castello said that the Ordinance states that if there is a violation and the fees are not paid for that violation, the individual can spend up to 30 days in prison. Castello stated that he does not agree with this, he would like that section of the Ordinance re-reviewed.

Gazda asked if the Township provides a list of requirements and if the individual must provide a plan.

Mox confirmed and stated that the demolition regulations are a part of the permit.

Discuss the vacancy of an Alternate Member to the Zoning Hearing Board effective immediately.

Eric Duncan
68 Cynthia Drive

Duncan saw that the Township was looking for an alternate member for the Zoning Hearing Board and Duncan expressed his interest.

Eileen Preston
1404 Sturdy Oak Drive

Preston lived in Scott Township since 2006. Her husband purchased Marshall's property since 1984. She is interested in getting back into legal questions and regulations.

Joe Orbovich
Borland Road

Orbovich stated that he has been a resident of Scott Township for 4 years. Orbovich attended a prior meeting and expressed his interest for the Zoning Hearing Board, he also advised the Board of Commissioners that he provided them with the additional information they requested.

Altman said thank you to everyone who expressed an interest and advised that the Board of Commissioners will be appointing an individual during the next Township meeting scheduled for January 25, 2022.

Solicitor's Report

Discuss the advertisement of an **Ordinance**, limiting parking on Shawhan Avenue to residents.

Vogel advised that Commissioner Sedlak received some concerns within her ward regarding parking overnight specifically on Shawhan Avenue.

Vogel stated that the Township can impose limits on parking.

Chief Podsiadly stated that Officer Stephenson has been actively addressing the issues with parking on Shawhan. Podsiadly believes that there were signs placed at one time. Podsiadly proposed that the signs get re-installed. Having the signs put back up will give the Police Department reason to enforce this issue.

Fitzgerald asked what the previous signs said.

Chief Podsiadly replied, 'No parking' and they were installed on the northern side of the street.

Discuss the adoption of five (5) **Ordinances**, authorizing condemnation of an easement over private land for the purpose of accessing, repairing, maintaining, replacing and/or constructing the Township's sanitary sewer system and stormwater management system as identified:

- Lot & Block #143-G-130
- Lot & Block #143-G-104
- Lot & Block #143-G-102
- Lot & Block #143-C-18
- Lot & Block #143-H-68

Vogel stated that Hartman has been working on this, so he directed her to speak towards this subject.

Hartman said that these properties are part of the North Wren Storm Sewer replacement project. The project involves replacing the existing sanitary sewer line, the storm sewer will be upsized to convey the 100-year storm to alleviate flooding in the area. The request was made to obtain 22 easements from the residents in that area. There were a few residents who did not execute the easement, so the Township made the decision to pursue these through condemnation.

Discuss the Appeal of Notice of Condemnation of Lot and Block 144-R-82 and the Solicitor to issue a decision on the Board's behalf.

Vogel mentioned the hearing took place prior to tonight's Board of Commissioners meeting. Vogel will issue a decision and this motion can be ratified at the next meeting.

Altman asked the Board of Commissioners if they have any objections to this action.

The majority of the Board agreed.

Engineers Report

Discuss Route 50.

Hartman stated that they did remove a lot of debris from the lines located along Route 50. There are some areas that are not in good condition, however those lines are coming from Carnegie's area. The SHACOG crew worked on the pipes from Boden Avenue down towards the old Family Video Store. Some of the lines coming from Carnegie's side are in need of maintenance as well.

Wateska asked who is responsible for the routine maintenance of these lines.

Hartman replied, the pipes are within the State roads right-of-way, so presumably Penndot would be responsible. The Engineers notified them that the Township was going to be doing this work and Attorney Vogel's office sent a letter indicating that the Township is doing this for the safety of the residents, but the Township would not be responsible moving forward.

Discuss property demolition for 128 Klein Way.

Hartman submitted bids for this project. Hartman said that the lowest bidder was Minnifield Demolition Services, LLC in the amount of $15,000.00. Hartman would recommend approval from the Board of Commissioners at the next meeting.

Mox asked if the removal of the trees located on the property are a part of the proposal as they need removed also.

Hartman stated that she would review that and provide an answer at the next meeting.

Discuss approval of Partial Payment No. 3 submitted by A. Liberoni, Inc. in the amount of $117,798.65 for work completed between December 9, 2021, and December 17, 2021, for the Scott Township 2021 Roadway Improvement Program.

Hartman stated that the work has been completed. However, there are still some punch list items that need to be addressed.

Seibel asked what the retainage amount is and is there still line painting remaining.

Hartman replied, $9,304.17 Is what remains for retainage and the line painting still needs to be completed, but the contractor must wait for the weather to cooperate. Hartman advised that the $9,000.00 should be sufficient funds.

Discuss award of the proposal submitted by Minniefield Demolition Services, LLC in the amount of $15,000 in response to the Request for Proposal dated December 17, 2021, for demolition of the existing dwelling located at 128 Klein Way.

Previously discussed above.

Standing Committee Report - Finance

Discuss the ratification of approval for Jordan Tax Service to provide the accounting services to reconcile the Township and the School District's Real Estate Taxes at a cost of $2,500.00 (*Cost to be split 50% School District 50% Scott Township*).

Castello stated that this proposal is significantly cheaper than the last proposal received. Castello asked to have this ratified at the next meeting so the Township can proceed with the work.

Standing Committee Report – Public Safety

Standing Committee Report – Public Works

Discuss the donation of a weeping willow tree to be placed in a park with a plaque. *(Individual to provide the plaque).*

Seibel stated that a resident came forward asking if the Township is interested in receiving a willow tree. Seibel said that there are some concerns with this type of trees and their root structures.

Altman said that she is neighbors with the individual wanting to donation the tree and they are fine with the decision the Board makes.

Discuss notice to residents via first class mail for projects within the Township. (*Meyers*).

Meyers would like to see if there is any work being completed in a specific area that those residents nearby would be notified via a letter advising them of the work that will be completed and the timeframe the work will be completed.

Mox stated that he has seen other Communities do something similar. In these other communities they request that the contractor send a letter. They also, have that contractor provide a list of all the residents that the letter was sent to. Mox asked Vogel if this can be an addition to the procedure to eliminate having to create an Ordinance for this.

Vogel replied that this can be added to the process.

Seibel mentioned the next Public Works and Sewer Committee Meeting scheduled for February 1, 2022, at 7:00pm.

Environmental Committee (Sewer Committee and MS4 Updates)

Parks and Recreation

Discuss the request from the library for the use of the Lodge on Saturday, April 9, 2022, from 11:00am – 10:00pm to host the 6th annual Adult Comedy Night fundraiser.

Meyers asked if this can be placed on the next agenda for a vote if the space is available.

Discuss advertising for bids for the concession stand at Scott Pool.

Fitzgerald said that the current proposal is expired so it would be the best interest of the Township to obtain proposals.

Discuss Grant in the amount of $1,000.00 received by The Pittsburgh Foundation to fund the Townships pool facilities this year and to place the information on social media account in accordance with the publicity guidelines.

Fitzgerald said that the Township received a grant in the amount of $1,000.00. The reason they provided us the funding is because the Township kept the pool open throughout last year's season. The grant received will be used for parks and recreational purposes.

Discuss the request from Ave Maria Academy for the use of Scott Park on Sunday, March 20, 2022, from 7:00am – 11:00am to host their 2022 Shamrock Shuffle 5k race.

This subject was discussed previously.

Public Relations Report

Diversity, Equity, & Inclusivity Liaison

Wateska mentioned the next committee meeting is scheduled for January 19, 2022, at 7:00pm.

Library Liaison Report

SHACOG

Discuss the request from SHACOG for the Joint Bid for O&M CCTV Inspection and Cleaning of Sanitary Sewer Lines – Year 12. (*Form due to SHACOG by: January 28, 2022*).

Castello doesn't think the Township participates in this.

Hartman agreed but stated that she would double check.

Administration

Discuss meeting protocols. (*Stacey*).

Altman proposed removing roll call voting from the voting meeting. If someone objects to the subject, then a voice vote would be completed at that time.

Seibel asked how abstentions would be handled.

Vogel said that if the minutes reflect the abstention, it would be acceptable.

Altman would like to reestablish the flower fund.

Majority of the board of Commissioners agreed.

Discuss handicap parking requirements. (*Castello*).

Castello would like to give the manager authority to handle without coming to the Commissioners for approval. The last meeting there was a gentleman who had to sit during the entire meeting just to ask for approval for a flowerpot to be installed outside his property so he can obtain a handicap parking sign for his son.

Castello also mentioned that this wouldn't be just for this item, it would be giving the authority to the manager to handle items that she feels that she can handle.

Fitzgerald said that she would like to make this modification to the Ordinance, along with the other items that she proposed back in 2019.

Vogel advised that he would modify the Ordinance to reflect that any items outside of the guidelines can be addressed by the Township Manager as well as those changes proposed back in 2019.

Discuss approving attendance of the Annual Spring Conference of the Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 7 – 10, 2022 in the amount of $693.00 for Plan A (3 nights stay), $472.00 for Plan B (2 nights stay), or $242.00 for Plan C (1 night stay) and registration fees. (*or daily registration fees for any member who would be interested).*

Altman advised to have this added to the next meeting agenda to be voted upon by the Board of Commissioners.

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

Bob Shalamon
416 Orchard Spring

Shalamon said thank you for getting the stop sign fixed on Blackberry Road and Orchard Spring Road. Shalamon also said thank you for getting the streetlights back on located along Greentree Road. Shalamon also asked in regard to the Short-Term Ordinance, did the Township research what the neighboring communities are doing.

Vogel stated that Mt. Lebanon and Sewickley were reviewed.

Shalamon stated that there has been some significate rain these past couple of days and he asked if anyone at the Township knows if there was an impact to the Route 50 sewer issue.

Hartman said that no complaints were received.

Commissioners Request

Wateska said thank you to everyone for moving forward with the Klein way demolition.

Meyers said that tonight's meeting went well, and she appreciates everything.

Dalfonso mentioned that he failed to say thank you to his wife during the reorganization meeting, so he wanted to say thank you to her.

Castello asked Hartman the status of Lindsay Road.

Hartman replied that they are scheduled to go out to bid this month.

Castello also mentioned that the streetlight located right outside his house goes out all the time.

Fitzgerald said that it can be reported to Duquesne Light.

Castello also agreed with Meyer's comment.

Sedlak was not in attendance at tonight's meeting however, Sedlak asked Altman to mention that there are streetlights out on Green Oak Lane.

Seibel thanked Bert, Tom, and the Public Works crew for handling the ice and snow removal.

Castello agreed with Seibel's comment.

Altman welcomed Edwards and Dalfonso.

Adjournment

Motion by Gazda, second by Edwards to adjourn the meeting.

The meeting was adjourned at 9:14p.m.

Attest: _____

Executive Session – Personnel

TOWNSHIP OF SCOTT
SEAL
ALLEGHENY COUNTY, PA.