MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
March 9, 2021

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:

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

PRESENT - 9 ABSENT - 0

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

Proclamation was presented to Francine Morelli.

Public Comments on all Agenda Items Listed Below

Brittney Newton
Resident of Scott

Newton attended the meeting to say thank you to the Scott EMS. Newton's father was in an accident about 2 weeks ago and the Scott EMS saved his life.

Planning, Zoning and Code Enforcement

Discuss the possible donation of property located on Finley Avenue; Lot & Block #102-P-224.

Castello stated that it doesn't appear that there is any detriment in the Chartiers Valley Flood Authority taking over ownership of this land, however they are not interested. Castello stated that the Board just needs to vote on this and move forward.

Discuss the re-appointment of Mark Mox as a member to the Planning Commission, effective immediately, with a term expiration of April 1, 2025.

Altman stated to place this on the agenda for a vote.

Discuss hiring an administrative position for the Planning/Zoning/Code Enforcement Office.

Fitzgerald stated that her and Mox created a job description for this position. The proposed description was emailed to the Board during budget time; however, Fitzgerald would re-send it to the Board if necessary. Fitzgerald then asked the Board of Commissioners to review the proposed document for the new position.

Castello asked if a salary was provided.

Fitzgerald replied that the position was initially written as a Clerical position however, that has to be changedto a Union position at 80%.

Gazda asked if the Township would be better off hiring someone with certificates to assist Mox.

Mox replied saying that he agrees with her suggestion. However, he doesn't feel that the Township needs to hire someone with the certifications already. The certification is something that the individual can work on as they are here.

Discuss the approval of a Final Submittal of a simple subdivision plan for the Swallow Hill Properties 1, LLC; property located at 2225 Old Greentree Road.

Mox mentioned that he put this application in the Board Members mailbox for their review. This property is located at the intersection of Swallow Hill Road and Greentree Road and owned by The Other Place and a Day Care Facility. Mox advised that Scott Daley is in attendance if there are any questions from the Board.

Wells asked who would own the driveway.

Daley advised that him and the Day Care Owner are in agreement with sharing the driveway.

Wells asked if there is a setback.

Mox replied yes there is one setback, however it is an existing set back.

Discuss advertising for a Conditional Use Hearing on Tuesday, April 27, 2021 at 7:00pm for an electronic message board for Our Lady of Grace (St. Michael the Archangel Parish).

Mox stated that this property is located at 310 Kane Boulevard. The applicant is proposing the replacement of an existing sign and the installation of a new LED electronic message sign.

Seibel asked if the advertisement cost is included in the permit fee.

Mox replied yes.

Mox also discussed a number of phone calls he has been receiving lately in regard to rodent sightings. Mox advised that rodents need water, food, and shelter to survive. Food and Shelter is in the hands of the residents. The residents need to understand that if you eliminate the access to food and shelter you eliminate the rodent issue.

Solicitor's Report

McTeirnan stated he has items to discuss tonight. However, they are executive session items.

Engineers Report

Discuss approval of Partial Payment No. 4 in the amount of $95,349.69 for the 2019 Source Flow Reduction and Sanitary Sewer Improvements Project submitted by Stefanik's Next Generation Contracting Company, Inc. and as recommended in LSSE correspondence dated March 3, 2021.

Hartman stated that this work has been completed and she is recommended payment at this time.

Discuss approval of Partial Payment No. 1 in the amount of $2,340.00 for the Scott Park Poolhouse ADA Restroom-Plumbing Project (CD 46 7.5) submitted by Select Contracting LLC and as recommended in LSSE correspondence dated March 4, 2021.

Hartman stated that this work has been completed and she is recommended payment at this time.

Discuss approval of Change Order No. 1 (Final) in the deduct amount of $89,131.45 for the 2020 Roadway and Storm Sewer Improvement Project submitted by Mele & Mele & Sons, Inc. and as recommended in LSSE correspondence dated February 22, 2021.

Hartman stated that this work has been completed and she is recommended payment at this time.

Discuss approval of Partial Payment No. 2 (Final) in the amount of $41,036.87 for the 2020 Roadway and Storm Sewer Improvement Project submitted by Mele & Mele & Sons, Inc. and as recommended in LSSE correspondence dated February 22, 2021.

Hartman stated that this work has been completed and she is recommended payment at this time.

Discuss the approval of a **Resolution;** for the DCNR Grant Application for the Splash Pad.

Hartman stated that herself and the Township Manager have been meeting with a Splash Pad Equipment Manufacturer to develop a concept plan. Hartman mentioned that she does not have a cost at this moment; However, she will get that for the Board Members. The DCNR Funding Application is to be submitted in April 2021.

Discuss authorization to submit the Bid Advertisement for the 2021 Roadway and Storm Sewer Improvement Project; bids to be opened on April 9, 2021 (virtually), and Bid Report to be prepared for consideration at the April 13, 2021 Agenda Meeting.

Hartman advised that the 2021 Road Program list has been provided to the Board Members. The Scott Township budget provides $605,000.00 in funds for a base bid and add alternates, including work at Scott Park. Utility coordination meetings are being held with PA American Water, Peoples Gas, and Columbia Gas. Hartman is looking for authorization to submit the bid advertisement provided for a bid opening date of April 9, 2021. The Township Engineer's will prepare a bid report for consideration at the April 13, 2021 Agenda Meeting.

Standing Committee Report - Finance

Discuss the proposed Agreement from Pennsylvania American Water in regard to sewer shut off notices.

McTiernan stated that PA American Water Company is asking all of its municipal clients to sign the agreement for the water company to take over the process of shutting off the water for delinquent accounts owned by a landlord.

Discuss advertising and approving not to exceed **Ordinance** for upcoming Bond Issue.

Castello mentioned that he had a meeting with one of the underwriters for Joe Muscatello. During this meeting they came up with the number of $16,000,000.00, this amount is only an amount that the Township cannot exceed. In the event that something else happens, the Township does not have to start the whole project over again.

Wells stated that he wrote a letter to the Board Members, and he was told that he was deliberating outside of the meeting, so he felt that he had to share the letter to the public. Wells continued by reading his letter which stated, he has studied the proposed Bond. He understands that this is a huge debt the Township is taking on. After floating this bond, the Township bond debt will be $29,000,000.00 until the year of 2051. Most of the projects listed are grant eligible. He advised the Board members that when you vote to take on this debt, you owe that

debt. Wells does not want anyone saying that he did not mention this in a public forum and that he deliberated the meeting behind closed doors.

Castello said that wells should have said this prior to the board voting on this, not after the fact.

Wells stated that he was not in favor of this bond because it's too large.

Castello asked if the majority of the Board is willing to move forward with advertising the not to exceed Ordinance for the upcoming Bond Issue and the Board can ratify the approval at the next meeting.

The majority of the Board of Commissioners agreed.

Sedlak commented that this current bond is assisting with paying off the prior loan. Sedlak then asked if there was anything rolled into that which was previously taking out.

Wells replied yes.

Sedlak made the comment that the Township is basically refinancing, just like they did for the last two bonds.

Castello said that the current bond will pay off $1,300,000.00 or $1,400,000.00 of the previous bond.

Wells said all together the Township will be in $24,000,000.00 debt.

Standing Committee Report – Public Safety

Discuss the approval of a **Resolution**; for two stop signs to be installed at the corner of Summit Street and Magazine Street.

Meyers stated that the Board of Commissioners decided to wait until April. She wants to put the paint lines on the road before moving forward with the Resolution to add the two stop signs.

Calabria stated that the traffic conditions have not been studied for this area. There have not been any recent accidents other than one individual going through the stop sign and he was released without a ticket. He's not sure what the problem is.

Meyers stated that the problem is with people going through the stop sign at Summit Street.

Calabria said that those individuals should be cited.

Meyers stated that there has been more police presence in this area.

Discuss police testing for patrolman.

Gazda mentioned that the testing was held on March 1, 2021. The interviews are scheduled for this Saturday.

Podsiadly stated that 71 applications were taken out and 59 returned, and out of those 59; 53 individuals showed up for the written exam and physical.

Gazda asked on behalf of the Civil Service Board if Fitzgerald could write them a letter and ask them to also certify that Matt Podsiadly is certified for the permanent position of Chief of Police.

Discuss appointing acting Chief; Matt Podsiadly to permanent position of Chief of Police.

Gazda stated that if the Civil Service Board certifies Podsiadly; she would ask that the Board of Commissioners make a motion to appoint Matt Podsiadly as acting Chief. Gazda asked if this appointment would be effective immediately or May 1, 2021.

Podsiadly said that Superintendent Secreet is done at the end of April.

Gazda stated that she had another item to add which just came to her attention today. She is asking the Township if they would waive the permit fees for the replacement of a retaining wall at the East Carnegie Volunteer Fire Department. The wall is being replaced due to a collapse and Gazda believes that this subject was discussed with Mox.

Altman stated that the Board can put it on the next meeting agenda for a vote.

Mox stated that he did speak with the Fire Department, and he told them that the waiving of the fees can be presented to the Board of Commissioners. What the Township did with Bower Hill Volunteer Fire Department's sign, was that the Township only charged them what the actual cost was.

Standing Committee Report – Public Works

Discuss awarding Beverly Services for the replacement of an HVAC Unit at the Public Works Building, second floor SHACOG Offices in the amount of $15,112.00.

Kelley stated that the Township held a bid process. Kelley then asked Fitzgerald if there was anything else that she would like to add.

Fitzgerald said that Beverly was the lowest bidder. However, we did recieve a new bid and it is lower than Beverly's quote that they provided. She also suggested to hold off until April.

The Board of Commissioners decided to hold the motion until the April meeting.

Environmental Committee (Sewer Committee and MS4 Updates)

Seibel stated that there will be a Sewer Committee meeting held on April 6, 2021 at 7:00pm.

Meyers commented that she has been seeing a lot of comments on social media in reference to the recent sewer bills and the increase in fees. She just wanted to state that the majority of the bill is Alcosan's cost, and that fee is out of the Townships control.

Parks and Recreation

Discuss the proposed Community Parade through the Foxcroft, Roseleaf, and Orchard Spring Road neighborhoods on Memorial Day; Monday, May 31, 2021.

Seibel stated that he received a request from a constituent in his ward that wants to host a parade around Memorial Day weekend, mainly for local businesses that are reopening and/or recovering from the pandemic. Seibel stated that the road would only have to be closed for approximately 20 minutes. Seibel also said that he would make sure that this event does not conflict with the usual Memorial Day Parade that is held on Lindsay Road.

Wells asked what type of businesses will be attending the parade.

Sue Deely
1869 Swallow Hill Road

Deely stated that the residents have been in lock down for so long that this may seem like the time that businesses were going to be opening and she felt that this would be a good way to have everyone spend time outside as well as provided an event for the local businesses to participate. This is not to compete against what the American Legion is doing.

Wells commented that the American Legion does it to honor the veterans of America. He feels that this parade should not take place on Memorial Day.

Dely asked why.

Wells said that is Memorial Day, there is a community parade which ends at the Memorial at Scott Park to honor the veterans.

Sedlak stated that she is interested in having this parade as she is always interested in something that supports local businesses and the Community. She feels that if this parade is not going on at the same time as the American Legion's parade, she feels that this would be a great idea.

Altman stated that Seibel can work on getting the details.

Fitzgerald stated that once more information is provided, the Township can place this back on the agenda.

Watson stated that they are ready to put out the registration for the Easter Egg Hunt pick-up. This event is similar to what the Township did for Christmas. There will be bags with the eggs for those that register to come to the park and pick them up. Watson also said that she wanted to provide their suggestions as far as opening the pool this season and the selling of pool passes.

Wells suggested selling pool passes. However, the Township should wait to see what is going to happen with the pandemic and guidelines.

Sedlak suggested doing a month-to-month pass.

Watson also asked if the pool passes will be offered to only residents.

Altman commented that last year even with the pandemic residents purchased pool passes just to have them. There were also those residents that were happy with using the daily admission fee. Altman believes that if the Township provides options for the residents that would be the best action.

Wells said that you can't sell passes and then not let those individuals in the pool.

Seibel stated that Disney is doing that. If you purchase a pass for Disney and they have hit their maximum capacity for the day, you cannot get it.

Fitzgerald presented moving forward with the same plan as last year, however the Township can also have a plan in place if the pandemic is lifted.

Meyers asked when the date of the Easter Egg pick-up is.

Watson stated that it would be scheduled for March 20, 2021.

Watson also stated that she sent an email to the Board of Commissioners in reference to the swim club agreement.

Wells asked if McTiernan had a chance to review the agreement.

Fitzgerald stated that she will be forwarding the agreement to him for review.

Altman stated that McTiernan will review the agreement and the Board of Commissioners will discuss this further after everyone has had time to review it.

Public Relations Report

Diversity & Inclusion Committee

Wateska stated that she discussed with a couple of the Committee Members, and they wanted to talk to the Board about moving forward with having a Diversity Advisory Board. Wateska also confirmed that this advisory board would be similar to the Friends of the Library. Wateska would also like to ask the Board of Commissioners if they could discuss approving a Resolution outlining what Scott Township stands for.

Altman replied that once Wateska has the Resolution drafted she can present it to the Board.

Library Liaison Report

Sedlak stated that the library is almost open. April 6, 2021 they plan to open for appointments not browsing. The library plans to do a dry run of this prior to opening week, to make sure everything runs smoothly. The library recently welcomed two new Board Members to the Library Board. At the same time, they gave a sad

goodbye to three members; Mark Moore, Andrea Wachter, and Lou Calgaro and thanked them for their service and support to the Library.

SHACOG

Administration

Managers Update

Fitzgerald stated that there has been a recent update to the CDC guidelines. Park rentals are now 15% indoor capacity and 20% outdoors and the Township has implemented these changes.

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

Bob Shalamon
416 Orchard Spring Road

Shalamon said thank you for opening the library. Shalamon asked for an update on a Recreation Director and if the Township is going to move forward with hiring one this year or not.

Fitzgerald replied that the Township is moving forward with this. The Recreation Director was hired, and the program is underway.

Shalamon asked about summer help for the Public Works Department.

Fitzgerald replied that the Township is concerned with moving forward with hiring summer help at this moment due to the CDC guidelines. She explained that the summer help employees are not allowed to drive the company vehicles therefore, they would have to ride with another seasonal employee so the Township would want to wait to see if the guidelines will open up to allow individuals to be able to ride in the vehicles together.

Commissioners Request

Wateska said thank you to Bert and his department for replacing the Basketball hoops at Meadowlark Park.

Seibel asked if there was a schedule for the implementation of Freedom Systems, particularly if it will be ready for the Tax Office to use for the next run of sewer bills.

Wlikins stated that she is currently working with Freedom Systems to get a timeline together. Wilkins said that she would send the Board of Commissioners a schedule once she receives one.

Wells asked if a separate document could also be placed in the next sewer billing cycle to explain the fees and provide a breakdown of those fees.

Wilkins stated that the bill has a breakdown as far as which fees are Alcosans and which fees are the Townships.

Seibel asked if it is okay to proceed with providing the additional document explaining the fees.

Sedlak suggested using a watermark on the document to reflect the fee is from Alcosan and not the Township.

Wilkins stated that she plans on having something placed on the website in reference to the increase of the Alcosan fees.

Calabria stated that the 'Stop Here on red' sign on Bower Hill Road is knocked down.

Kelley stated that the Port Authority did notify him of this, and they plan on going out to the site to repair it.

Altman asked Kelley if they could put WoodCliffe and Spring valley could be put on the list to be coal patch. She also advised Mox that she is aware of some dumping going on towards the end of Montgomery Avenue.

Executive Session

Adjournment

Motion by Castello, second by Sedlak to adjourn the meeting.

The meeting was adjourned at 9:04p.m.

Attest: _____

TOWNSHIP OF SCOTT
SEAL
ALLEGHENY COUNTY, PA.