MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
October 10, 2023

The meeting was called to order by Vice-President Seibel at 7:30 p.m. He then led all present in prayer and pledged to the flag.

Roll Call:

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

PRESENT - 8 ABSENT - 1

ALSO PRESENT: Denise Fitzgerald, Township Manager
John Vogel, 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
Matt Podsiadly, Chief of Police
Lisha Mihalko, Assistant Township Secretary / Administration Supervisor

Presentation from Bobbi Gerson of VIS Signs for an LED Message sign. She passed out an updated proposal and stated the quote does meet the Costar's numbers. Her proposal has two different options. Option A is for one sign identical to the existing sign in a V shape. Displays only up to six lines. Option B takes out the existing sign that is over five years old. Installing a master and a new slave display with 3.65 characters. A lot of updates have happened from all those years ago. It does have newer technology. It will be a whole new sign in the shape of a V. If we did back to back we would have to install new steel poles. If we used the V design, we would save on installing one of the steel poles. The setback is 30 feet. Ms. Fitzgerald stated that is a Penndot required setback. Ms. Gerson was not sure if Penndot was involved with this because it is on our property. Ms. Fitzgerald stated it is a state road and the setback is required, and it makes more sense to utilize what we have because it is less expensive to just cut the tree back. Ms. Gerson stated the tighter the pitch the better the graphics. The board thanked Ms. Gerson for coming in.

Public Comments on all Agenda Items Listed Below

The purpose of public comment is to hear the public's comments and express their views.
If you have any questions concerning agenda items, please email the manager or your commissioner.

Linda Mancini
604 Carothers Avenue

Linda attended last month's meeting and was wondering what the update is with the parking pad in front of her property.

Commissioner Seibel stated it would be discussed tonight and put on the agenda at the end of the month for a vote.

Planning, Zoning, and Code Enforcement

Discuss the adoption of a new Zoning Ordinance and Zoning Map, as recommended by the Planning Commission at the August 2, 2023, meeting. (Hearing scheduled for October 24, 2023, at 7:00 p.m.- Advertisement published on September 28, 2023, and October 5, 2023.

Commissioner Dalfonso asked it to be put on the website. Attorney Vogel said the board will have a hearing and then vote on adopting the Ordinance. Emily Palmer did supply a summary letter.

Discuss the adoption of a separate Township Noise Ordinance, as recommended by the Planning Commission at the October 4, 2023, meeting. *(Advertisement published on October 5, 2023).*

Mark Mox stated these ordinances will be done simultaneously.

Discuss the approval to advertise a nuisance and noxious Ordinance, as recommended by the Planning Commission at the October 4, 2023, meeting.

Commissioner Dalfonso asked if we should reference the state's list.

Mark Mox stated if something changed this would have to change as well.

Commissioner Seibel stated that the Ordinance can be more restrictive but not less.

Discuss the chicken Ordinance, as recommended by the Planning Commission at the August 2, 2023, meeting.

Commissioner Sedlak stated the planning commission's 10,000 square-foot requirement makes it so unattainable that no one within the Township can qualify. You don't want to make it that you have to be a Direct descendent of the Purdue family line to have chickens in your neighborhood. Mt. Lebanon includes 3,000 square

feet. She stated that she stands by her comment that Mt. Lebanon does not have problems in their area. Sedlak also suggested putting in a nuisance clause.

Commissioner Sedlak asked if they would consider 5,000 square feet. Mt. Lebanon is a size to quantity. Also wanted a variance for a Rent-a-Chicken program.

Mark Mox stated the Planning Commission did look at neighboring communities.

Commissioner Seibel inquired if the county has information on how many properties would qualify.

Solicitor Vogel stated that he would investigate obtaining this information from the county.

Commissioner Sedlak asked this be deferred to November.

Commissioner Seibel asked that the board look at the information and possibly come up with a number to recommend to the planning commission.

Commissioner Edwards asked if this was even something we wanted to investigate if it was not even going to pass.

Solicitor's Report

Attorney Vogel stated he had nothing for this evening.

Engineers Report

Discuss the reduction of the Site Improvement Bond for Providence Point Phase II from $145,960.00 to $2,200.00.

Marie Hartman stated the developer has requested a reduction in the performance bond and we did a field review and a letter recommending that reduction was sent on October 2nd. The only item not complete is the submission of the record drawing which is the value of $2,200 that we are holding so Marie asked that the board put this on the agenda for a vote at your next meeting.

Discuss submission of LSA funding applications for the following projects – resolutions and funding commitment letters to be prepared for the following: Bower Hill Road Sidewalk Improvements, Duncan Way Roadway Stabilization, Sanitary Sewer Defect Repairs, and Scrubgrass Sanitary Sewer Replacement.

Marie Hartman stated these are due at the end of November. These are the four projects discussed with public works and the manager that we would like to submit. Funding commitment and resolutions will be ready for the next meeting. This would be a 2025 expense. The Township received four out of five this year. The only reason we did not get the fifth is because it wasn't large enough.

Discuss Partial Payment No. 1 submitted by Mele & Mele & Sons, Inc. for the 2023 Road Program. *(Under review, Amount to be provided by Township Engineer).*

Marie Hartman stated she is still reviewing it, tentatively it is in the ballpark of $467,000 we will have that finalized for the next meeting at the end of the month. Road paving is complete. They need to come back to seal the roads. They still must do the demo, the fence, and the shop drawings. We do not have a firm start date for the park.

Discuss the request for two (2) street openings across Swallow Hill Road, to install gas service lines for two (2) single-family homes being constructed by Sharista Development (*Lots 1 & 2 Swallow Hill Plan*).

Marie Hartman stated that homes were built along Swallow Hill Road. Originally Mr. Dinert was led to believe that the gas line was on that side of the road of the development and has since found out from the gas company that the gas line is on the other side of Swallow Hill Road. The gas company has submitted a street opening permit. Some items have been submitted, some have not. The gas company will not install two services on one tap. The Township asked if they assured us that they would comply with the letter we supplied them. They asked for a street opening permit which would remove four slabs. The board has the authority to say yes or no. There is already one damaged slab that we are not prepared for.

Tom Kelley stated one house is already sold.

Manager Fitzgerald stated that Mr. Dinert was specifically asked at the time of the development approval if he was required to go across Swallow Hill Road and he told the board he did not, and Mr. Dinert stated that was correct. He stated when he met with the gas company when it was time to tap in told him that it was an abandoned line and that was a surprise to him. Commissioner Seibel asked if Mr. Dinert considered going all electric.

Marie Hartman stated that the traffic would be interrupted twice for both taps. Marie stated the concrete would have to be installed according to standards and specifications.

Commissioner Edwards asked if Marie was concerned with any items on this project.

Marie was concerned also about the sanitary that was installed without observation. The Township need signed and sealed drawings on that. Marie stated the gas company needs to know if the board is going to entertain their proposal.

Commissioner Dalfonso stated it looks like the gas company needs to come to us with concrete plans.

Mr. Dinert stated that they would install a temporary roadway and then come back in the spring for a permanent fix.

Commissioner Dalfonso is willing to consider it if what we have is put back and there is minimal effect on our residents.

Commissioner Sedlak asked for a list of requirements.

Marie Hartman stated that she would make a list of conditions and on a parallel path reach out to the gas company so that they could submit their items.

Discuss the proposed change order presented by Traffic Control and Engineering Co. Inc. in the amount of $12,193.00, for additional work at Bower Hill Rd., Rock Hill Rd., and Vanadium Rd as recommended by Traffic Planning and Design.

Marie Hartman stated that our Green Light Go project is wrapping up. Marie and Tom met with the contractor and the change order is only the over and above amount. The contractor was very good and gave us helpful suggestions. At Bower Hill and Rockhill, we are recommending the contractor replace the loop sensor. It is not in the current contract, add additional signal on Vanadium Road as the current one is difficult to see, and crosswalks line painting. It is recommended by Mike Mudry and Marie Hartman. Marie asked if the board could approve this and ratify it at the end of the month. The board agreed.

Discuss the proposed Change Order presented by Traffic Planning and Design to modify the signal permits to incorporate these changes for a cost of $2,500.00.

Marie Hartman stated that Mike Mudry requested that the board approve him to update the signal plans. Marie stated it needs to be done anyway.

Commissioner Meyers inquired about the Carothers Avenue demolition.

Marie stated everything is in to SHACOG, the holdup is the county.

Mark just checked on that last week. It looks like it will be completed next year.

Manager Fitzgerald stated she attended the annual ICMA conference, and she brought back a lot of information that she wants to share with the board during the budget process. The conference will be held in Pittsburgh next year. She stated she is a co-chair for the conference next year and hopes everyone can support the conference next year. She also passed out pickle pins to the board and the audience. It will be held at the convention center.

Standing Committee Report - Finance

Discuss the 2024 MMO (Minimum Municipal Obligation) for the Police and Non-Uniform Pension Plans and pass appropriate resolutions setting employee contribution rates.

Finance Director McGill stated we switched to Cowden as the actuary. The change she is recommending is to recognize gross return instead of net. In the past, it has not been included. It is not wrong; it is just not consistent.

Manager Fitzgerald said that when she came to this township twenty-three years ago, we were not contributing anything and now we are creeping well above $600,000 per year.

Commissioner Seibel stated 1/12 of the budget.

Standing Committee Report – Public Safety

Discuss the request from the Scott Township EMS and Fire Departments to utilize the entire park to plan a BBQ Cook-out in conjunction with Scott Township Public Safety Day on September 14, 2024, and approval to land a helicopter during the event.

Commissioner Seibel stated merging the two events is a great idea.

Commissioner Gazda asked that this be placed on the agenda for a vote.

Discuss the request from the homeowner at 604 Carothers Ave, to utilize the parking pad they recently installed and eliminate two (2) parking spaces along Carothers Ave.

Commissioner Gazda said it can be placed on the agenda to approve or deny.

Mark did not find any photographs available of an existing parking pad since 2007.

Commissioner Dalfonso stated he researched it as well and it did not show up until this year. Before that, it was a perfectly manicured yard.

Mark stated it would eliminate two parking stalls on Carothers Avenue.

Commissioner Meyers stated she did not see signage on Locust for no parking. She did not see any signs from the Corner of Locust down to Carothers. Hope to make that a parking pad to get parking off of Carothers Avenue. Would it be worth it for us to ask the neighboring property owner if they are interested in purchasing the property.

Manager Fitzgerald stated that maybe we could state it would have to be used for parking only.

Solicitor Vogel stated it would have to be bid out.

Commissioner Sedlak stated they are putting signs up.

Commissioner Seibel stated that if they get blocked in, we do not have any authority to enforce it.

Commissioner Seibel asked Marie if she had specs to clarify the parking lines. Marie explained that she does.

Discuss appointing Shawn Kosanovich to the position of Captain in the police department.

Commissioner Gazda discussed appointing Sergeant Shawn Kosanovich to Captain in the police department.

Discuss appointing Daniel Walker to the position of Captain in the police department.

Discuss promoting Officer Jacob Stephenson to the position of Sergeant as certified by the Civil Service Commission.

Chief Podsiadly stated on the 28th the civil service met, certified Sergeant Walker and Kosanovich, and certified the list for sergeant promotion and the only eligible candidate for Sergeant was Officer Stephenson. They would be sworn in and their effective date is January 7, 2024. The Chief stated this is helping immensely for our accreditation.

Standing Committee Report – Public Works

Commissioner Seibel stated he does not have anything, they are canceling November and keeping the December meeting.

Environmental Committee (Sewer Committee and MS4 Updates)

Commissioner Wateska has nothing tonight.

Parks and Recreation

Discuss the request from the Chartiers Valley Youth Girls Lacrosse Organization for the use of the Community Room and Fire Pit free of charge on October 20, 2023, to host their annual Halloween party.

Commissioner Meyers stated this would have to be decided on tonight.

Commissioner Seibel asked if the date was available, and the manager confirmed it was.

The Board stated it was ok to ratify.

Commissioner Meyers thanked the board for the scratch-offs for Octoberfest. She thanked the board members who showed up to help. The Manager and her family, Michelle and her family, Bert Smelko, public works, Jamie Briggs, and Jude Scumaci.

Public Relations Report

Commissioner Meyers stated she had nothing for this evening.

Diversity, Equity, & Inclusivity Liaison

Commissioner Wateska stated book club is scheduled for November 15, 2023. You can register at the library.

Library Liaison Report

Commissioner Sedlak stated that October 20-22 is the Book sale at the municipal building. The library has many things scheduled for October. They have Chartiers Valley history for kids, National Dessert Day, Harvest Party, and other items. For more information, please visit the library website at www.scottlibrary.org.

SHACOG

Commissioner Seibel stated that there was a meeting to renew the franchise fees. The most recent renewal was only a five-year renewal with Comcast. It is funding that is coming to the township that is waning. It is only on cable content. Something to keep in mind when entering the budget season.

Administration

Discuss the proposal from Horizon Information Services to provide and install a new audio system at Scott Pool for $13,725.00.

Manager Fitzgerald stated that the budget was $10k for this item but the building installation was substantially less so it should be a wash.

Commissioner Seibel asked if it was designed to include the splash pad and the manager stated it was.

Discuss the approval to have Scott Township Municipal Building listed as a designated drop-off location for Toys for Tots.

Manager Fitzgerald stated that this has been done for the past few years. Lisha Mihalko has been running the program. Items are listed on the Toys for Tots website.

Conferences and Workshops

Commissioner Altman stated that there isn't anything.

Public Comments on Items Not Listed on the Agenda

The purpose of public comment is to hear the public's comments and express their views.
If you have any questions concerning agenda items, please email the manager or your commissioner.

None for tonight.

Commissioners Request

Commissioner Meyers was remiss on thank you and wanted to thank Erin.

Commissioner Wateska inquired about the resident on Raven Drive about the property they are trying to obtain.

Attorney Vogel stated they are waiting for NVR.

Commissioner Seibel stated we will be having an E-waste event on November 4th at the park from 10:00 am to 2:00 pm.

Adjournment

Motion by Meyers, second by Dalfonso to adjourn the meeting.

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

Attest: _____

Executive Session

TOWNSHIP OF SCOTT SEAL ALLEGHENY COUNTY, PA.