MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
November 14, 2023

The meeting was called to order by President Altman at 7:30 p.m. She then led all present in prayer and pledged 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
Angela Wateska	Present
Stacey Altman, President	Present

PRESENT - 8 ABSENT - 1

ALSO PRESENT: Denise Fitzgerald, Township Manager
John Vogel, Esq.; Solicitor, Tucker Arensburg
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

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.

Planning, Zoning, and Code Enforcement

Discuss the adoption of nuisance and noxious weeds **Ordinance**, as recommended by the Planning Commission at the October 4, 2023, meeting.

Mark Mox stated that the Ordinance takes care of nuisance weeds and grass, this Ordinance also pertains to regulations with Bamboo in the Township.

Discuss the approval of the Simple Subdivision application for the Bower Hill Civic League; 1600 Bower Hill Road, Pittsburgh, PA. 15243, as recommended by the Planning Commission.

Mark Mox stated that this is a simple subdivision application that proposes relocating a lot line between two existing parcels. The property is located at 1600 and 1700 Bower Hill Road and is zoned R-1 – Single Family Residential.

Discuss the resignation of Robert Berner as a member of the Planning Commission Board of Scott Township.

Mox explained that Joe Orbovich is from the Zoning Hearing Board and is interested in moving to the Planning Commission. The Zoning Hearing Board Alternative member can move up to a member position, this would leave an open position as an alternate on the Zoning Hearing Board.

Solicitor's Report

Discuss the acceptance to record a quitclaim deed and Release and Termination of Rights of Reverter between Scott Township and NVR, Inc. as successor by merger to Edward M. Ryan, Inc. regarding vacant land located behind Raven Drive, Parcel 143-H-28.

Solicitor Vogel explained that NVR, Inc. did approve of moving forward with a quitclaim deed.

Commissioner Wateska explained that this is the gentleman who wanted to purchase the extra land to install on shed on it.

Fitzgerald asked if the Township should advertise for sale or Sherriff's Sale.

Vogel responded to advertise the property for sale.

Engineers Report

Discuss approval of a **Resolution**, Authorizing the submission of a Local Share Account (LSA) funding application in the amount of $182,520.00 from the Commonwealth Financing Authority for the Bower Hill Road Sidewalk Improvements Project.

Engineer Hartman stated that the next four (4) discussions are for the LSA Grant Funding. Applications are due at the end of the month. The Township showed an interest in applying for LSA Funding for the following projects:

- Bower Hill Road Sidewalk Improvements
- Duncan Way Roadway Stabilization
- Sanitary Sewer Defect Repairs
- Scrubgrass Sanitary Sewer Replacement

Hartman explained that Resolutions will be required with each of the projects and the application amount the Township is requesting.

Discuss approval of a **Resolution**, Authorizing the submission of a Local Share Account (LSA) funding application in the amount of $500,000 from the Commonwealth Financing Authority for the Duncan Way Roadway Stabilization Project.

Discuss approval of a **Resolution**, Authorizing the submission of a Local Share Account (LSA) funding application in the amount of $1,000,000.00 from the Commonwealth Financing Authority for the Scott Township Sanitary Sewer Defect Repair Project.

Discuss approval of a **Resolution**, Authorizing the submission of a Local Share Account (LSA) funding application in the amount of $1,000,000.00 from the Commonwealth Financing Authority for the Scrubgrass Sanitary Sewer Replacement Project.

Discuss the bids received for the Grow 6, Source Flow Reduction, and Sanitary Sewer Improvements.

Engineer Hartman stated that the design is complete at this point we just have to find a reasonable bidder. A bid opening was held on November 9, 2023. There was only one bidder, which was Jet Jack, Inc. in the amount of $954,700.00. Hartman is recommending rejecting the bid and rebid the project.

Managers Update

Fitzgerald announced that Waste Management agreed to allow the residents of Scott to purchase an additional garbage can for $85.00 before December 31, 2023, they will be grandfathered in for the life of the contract.

Standing Committee Report - Finance

Discuss the approval to advertise the 2024 budget for public inspection.

Commissioner Castello stated the next three discussions pertain to the 2024 budget. The next budget meeting is the strict down meeting where all the final discussions and cuts will be made as deemed appropriate.

Discuss the approval to advertise the 2024 Tax Levy Ordinance.

Commissioner Castello mentioned that the mileage will be 7.972 in the 2024 budget.

Discuss the approval to advertise the 2024 Budget Ordinance.

Discuss the approval of the 2024 Minimum Municipal Obligation (*MMO*) for the Scott Township Police Pension Plan in the amount of $877,247.00 and the 2024 Minimum Municipal Obligation (*MMO*) for the Scott Township Non-Uniform Pension Plan in the amount of $50,238.00, as submitted by the Actuary. (*Township received $390,468.51 in State Aid*).

Commissioner Castello advised putting this on the next agenda to be voted on for the MMO in 2024.

Discuss the adoption of a **Resolution** setting the employee's contribution rate for the Police Pension Plan at 6% for the 2024 year, as recommended by the Actuary.

Commissioner Castello advised that the Police Pension Plan is going up by 1% for a rate of 6% for the 2024 year as recommended by the Actuary.

Discuss the adoption of a **Resolution** setting the employee's contribution rate for the Non-Uniform Pension Plan at 4.5% for the 2024 year, as recommended by the Actuary.

Commissioner Castello advised that the Non-Uniform Pension Plan will remain at 4.5% for the 2024 year.

Discuss the payment request from Cowden Associates, Inc. for Actuarial Services from 10/01/2023 – 12/31/2023, for the Police Pension Fund in the amount of $2,100.00 and the Non-Uniform Pension Fund in the amount of $1,650.00, (*to be paid from the respective Pension Trust Accounts).*

Commissioner Castello advised putting this on the next agenda to be voted on for the MMO in 2024.

Standing Committee Report – Public Safety

No items to be discussed.

Standing Committee Report – Public Works

Commissioner Seibel mentioned that the December 5, 2023, meeting for Public Works and the Sewer Committee has been canceled.

Environmental Committee (Sewer Committee and MS4 Updates)

No items to be discussed.

Parks and Recreation

Announcement: Scott Township will be hosting a Tree Lighting Event on December 7, 2023, at Scott Park starting at 6:00 P.M. (*Bring a new unwrapped toy to fill a dump truck for the Toys for Tots Drive).*

Public Relations Report

No items to be discussed.

Diversity, Equity, & Inclusivity Liaison

Commissioner Wateska mentioned that the DEI Community was supposed to have the book club program scheduled for tomorrow, November 15, 2023, however, no one signed up so that event has been canceled for the time being. The next Committee meeting is scheduled for next year, January 17. 2024.

Library Liaison Report

Commissioner Seibel spoke in the absence of Commissioner Sedlak. Seibel advised that there is a request for the use of the Community Room on Thursday, April 11, 2024, and Friday, April 12, 2024.

SHACOG

Discuss the ratification of approval for Scott Township's intention to undertake the following structure demolitions under the Act 152 Blight Removal Program Grant for 2023 provided by SHACOG: (*Acceptance Deadline is November 20, 2023).*

425 Noblestown Road (66-C-23)
433 Noblestown Road (66-C-20)

Mox inquired about 505 Front Street and 505 Finley Avenue.

Hartman stated that all four (4) properties were submitted.

Commissioner Seibel suggested the Township Manager contact SHACOG and ask if properties could be changed with the application already submitted.

Commissioner Dalfonso asked Mox which properties he felt were in worse condition.

Mox replied with 505 Front and 505 Finley.

Administration

Discuss the date Scott Township will schedule their Regular Meeting in December 2024 and approval to advertise the 2024 annual meeting dates. *(Fourth Tuesday falls on December 24, 2024, the day prior to Christmas Day).*

Commissioner Altman suggested December 30, 2023, at 5:00 pm

The majority of the Board agreed.

Fitzgerald mentioned that the Reorganization meeting will be held on January 2, 2024, at 6:00 pm.

Discuss approving attendance at the 2024 Spring educational conference of the Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 4 – 7, 2024, in the amount of $690 for Plan A (3 nights stay), $525 for Plan B (2 nights stay), $305 for Plan C (1 night stay) and a registration fee. *(Registration begins December 12, 2023).*

Commissioner Altman suggested putting this on the next agenda to be voted on and then from there the Board can reach out if they are interested in attending.

Discuss Environmental Advisory Council candidates.

Commissioner Wateska stated that there are two (2) interested candidates, Sierra Cullear and Thomas Engel.

Both candidates introduced themselves, provided their background, and shared their interest in becoming members of the Environmental Advisory Council.

Commissioner Wateska mentioned that Mr. Engel has been interested in this council since 2020 when he first approached her for information. Wateska thanked him for being patient.

Commissioner Wateska inquired about how the Township will stagger each member, so they aren't starting at the same time, as what is required in the Township Ordinance.

Conferences and Workshops

No items to be discussed.

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 items not listed on the agenda, please email the manager or your commissioner.

Resident

Question about Short-Term rentals and how the property owners and the renters are going to be made aware of the rules and regulations, for example, no parking on the street and the noise level?

Mox stated that currently, Scott Township does not approve of Short-Term rentals in the Township which is properly the reason for not following the Ordinance. We have recently received an application for a property to be utilized as a Short-Term rental and we plan to include rules and regulations in the addendum. Mox advised that there is a public hearing scheduled for this application on December 12, 2023, meeting at 7:00 pm.

Fitzgerald suggested making these recommendations part of the conditional use approval, so the property owner will be required to list their rules and regulations in their posting.

Mox replied, yes!

Solicitor Vogel stated to wait until the conditional use hearing to discuss this topic any further.

Commissioners Request

Commissioner Wateska inquired about the Environmental Advisory Council.

Fitzgerald said that the Solicitor was going to research some items and get back to the Board of Commissioners.

Commissioner Dalfonso inquired if any more information was heard from PA American Water Company about the patchwork on Norsen Drive.

Kelley stated that there is a temporary patch there now and their restoration company will be coming in within the next two weeks.

Commissioner Seibel asked if the parking lot lights can be researched to make sure they are turned on during the correct time of day.

Commissioner Gazda wishes everyone a happy and safe Thanksgiving.

Adjournment

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

The meeting was adjourned at 8:19 p.m.

Attest: _____

TOWNSHIP OF SCOTT
SEAL
ALLEGHENY COUNTY, PA.

Executive Session:

- Potential Litigation.