

**MINUTES  
SCOTT TOWNSHIP  
BOARD OF COMMISSIONERS  
301 LINDSAY ROAD, MAIN MEETING ROOM  
SCOTT TOWNSHIP, PA 15106  
REGULAR MEETING  
January 24, 2017**

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

**Roll Call:**

Frank W. Bruckner	Present
Thomas M. Castello, Esq.	Present
Eileen L. Meyers	Present
Patricia A. Caruso	Present
David A. Jason, Vice President	Present
Stacey Altman	Present
David G. Calabria	Present
William Wells	Present
Donald W. Giudici, C.P.A., President	Present

PRESENT - 9

ABSENT - 0

**ALSO PRESENT:**

John Vogel, Tucker Arensburg  
Larry Lennon, Lennon, Smith, Souleret Engineering, Inc.  
Denise Fitzgerald, Manager  
Lisha Mihalko, Assistant Secretary  
Sandy Novelli, Finance Director  
Chief James Secreet  
Jay Cherep, IT Director

***Presentation of 'The Little Library'.***

Brady Baranowski  
150 Orchard Spring Drive

*Brady Baranowski presented the 'Little Free Library', and requested the book box be placed in the second circle on Orchard Spring Drive. He said it would be used by the community as a chartered little free library.*

*The box dimensions are: 12" x 24" x approximately 28" high mounted on a 4 x 4 3' post. This library would be stocked with an assortment of donated books for readers of all ages. Brady will serve as the library steward.*

**Motion** by Mr. Bruckner, second by Mr. Castello to approve the Little Library be installed in the 7<sup>th</sup> ward of Orchard Springs.

**All in Favor**  
**Motion Carries (9-0)**

## **Approval of Agenda**

Motion to approve the agenda as submitted.

**Motion** by Mrs. Caruso, second by Mrs. Meyers to approve agenda as revised and 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: \$668,052.69.

**Motion** by Mr. Giudici, second by Mr. Castello to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of \$668,052.69.

*Mr. Wells asked if the Providence Point legal fees, which were accrued, were included within the developer's agreement.*

*Mr. Vogel responded that it is Providence Points responsibility to pay for any accrued fees as that is part of their application.*

*Mr. Wells asked for confirmation that the amount is not coming out of the General Funds. He proceeded to say that it should be coming out of the Escrow account that Providence Point has.*

*Mrs. Fitzgerald replied with a 'Yes'.*

Mr. Wells questioned the amount of crystal water being used per year. He stated that the Tax office just had a new kitchen installed which includes a new sink, he asked what was wrong with drinking the top water.

Mrs. Fitzgerald stated that the water is located in the Tax Office, the Police Department, and the Administration Office. She also stated that the office has always had water in the building as long as she could remember.

Mr. Bruckner asked what would happen with the machine if the water is no longer going to be purchased.

Mrs. Fitzgerald responded that the machine is rented therefore, it would go back to the company.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

**Approval of Minutes**

Motion to approve minutes for the following meetings:

Agenda Meeting	12/13/2016
Regular Meeting	12/27/2016

**Motion** by Mr. Giudici, second by Mr. Jason to approve the minutes for the following meetings of December 13, 2016 and December 27, 2016.

**All in Favor**

**Motion Carries (9-0)**

**Planning, Zoning and Code Enforcement**

None

## Solicitor's Report

None

## Engineers Report

Motion to approve or deny SHACOG Joint Bid O&M CCTV Inspection and Cleaning of Sanitary Sewers Lines – Year 7. (Form due to SHACOG February 3, 2017).

**Motion** by Mr. Jason, second by Mr. Castello to deny the request from SHACOG for the Joint Bid O&M CCTV Inspection and Cleaning of Sanitary Sewers Lines – Year 7.

### Roll Call:

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

### Motion Carries to deny (9-0)

Motion to approve the Service Order Authorization for preparation of the 2016 Wasteload Management Report (ALCOSAN).

**Motion** by Mr. Giudici, second by Mr. Jason to approve the Service Order Authorization for preparation of the 2016 Wasteload Management Report (ALCOSAN).

### Roll Call:

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

Motion to approve the Service Order Authorization for the Municipal Separate Storm Sewer System, Phase II, Permit #3.

**Motion** by Mr. Giudici, second by Mr. Jason to approve the Service Order Authorization for the Municipal Separate Storm Sewer System, Phase II, Permit #3.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

Motion to approve Lennon, Smith, Souleret Engineering, Inc authorization to prepare estimates for the road program and approval for the 2017 road program.

**Motion** by Mrs. Altman, second by Mr. Giudici to approve Lennon, Smith, Souleret Engineering, Inc authorization to prepare estimates for the road program and approval for the 2017 road program.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

Motion to advertise bids for the 2017 Road Program.

Motion to advertise bids for Contract No. 16-PK1 2016 Scott Park Playground General Construction.

Motion to advertise bids for Contract No. 16-PK2 2016 Scott Park Deck Hockey Regulation Rink.

*Mr. Wells asked if the deck hockey was still being bid in two different styles.*

*Mr. Lennon replied with a 'no', we are going to go with the regulation rink.*

*Mr. Wells stated that they were already drawn up.*

*Mr. Lennon said that there was little difference when it was drawn up.*

*Mr. Wells stated that if it was built smaller it would have been moved away from the resident's homes.*

*Mr. Lennon said that the size did not determine the location. The rink was always being placed where it is currently planned to be.*

**Motion** by Mrs. Caruso, second by Mrs. Meyers to approve the advertisement for the 2017 Road Program, Contract No. 16-PK1 the 2016 Scott Park Playground General Construction, and Contract No. 16-PK2 the 2016 Scott Park Deck Hockey Regulation Rink.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	No
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (8-1)**

**Standard Reports**

**Treasurer's Report**

Motion to approve the total real estate commissions due the Tax Collector for the month of December 2016 for the years 2013, 2014 and 2015 in the amount of \$566.96.

***Additional reports, as submitted: Secretary's Report, Building Inspector's Report, Magistrate's Report and Public Works Report.***

**Motion** by Mr. Giudici, second by Mr. Jason to approve the total real estate commissions due the Tax Collector for the month of December 2016 for the years 2013, 2014 and 2015 in the amount of \$566.96.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

### **Standing Committee Report - Finance**

Motion to adopt Ordinance No. 1629-16 fixing the compensation of the elected tax collector for the period beginning January 2, 2018 to December 31, 2021 in the amount of \$4,500.00 per annum.

**Motion** by Mr. Castello, second by Mrs. Altman to adopt Ordinance No. 1629-16 fixing the compensation of the elected tax collector for the period beginning January 2, 2018 to December 31, 2021 in the amount of \$4,500.00 per annum.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	No
William Wells	No
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (7-2)**

Motion exonerating Lisa M. Riley, current Tax Collector from collecting delinquent taxes for year 2013 which would amount to 192 lines or \$41,368.45, which will be turned over to Jordan Tax Service, Inc. as follows:

- 95 lines under \$50 with a value at penalty is \$1,035.28. The cost to lien 95 lines at \$45.50 is \$2,422.50. (No lien).
- 97 lines \$50 or more with a value of \$40,333.26 which includes face \$30,065.13, penalty \$3,006.56 and interest \$7,261.57. (These have a lien).
- TOTAL lines to be sent to Jordan Tax Service, Inc. is 97 lines.

*Mrs. Fitzgerald advised that the 95 lines are not sent because they are too much money to lien.*

*Mr. Giudici asked if the accounts that are not liened are tracked or are they just forgotten about.*

*Mrs. Fitzgerald responded that if it is 50 or under the Township does not pursue.*

*Mr. Wells asked 95 lines or under 50 years or under 50 for all the years.*

*Mrs. Fitzgerald responded that it is just the year in which we are speaking about (2013).*

*Mr. Wells stated that it may be worth it to add them all up together.*

*Mrs. Fitzgerald asked John Vogel if the Township would have to pay the lien for each year.*

*Mr. Vogel stated that was correct. Whatever the cost of the lien is the township would have to pay that amount every year that the property would be liened.*

**Motion** by Mr. Castello, second by Mr. Giudici exonerating Lisa M. Riley, current Tax Collector from collecting delinquent taxes for year 2013 which would amount to 192 lines or \$41,368.45, which will be turned over to Jordan Tax Service, Inc.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Ye
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**



Motion to approve payment to Pierce Park Group for Investment Consulting Services for Police Pension Fund in the amount of \$12,014.67 and the Non-Uniform Employees Pension Fund in the amount of \$5,343.67.

**Motion** by Mr. Castello, second by Mr. Jason to approve payment to Pierce Park Group for Investment Consulting Services for Police Pension Fund in the amount of \$12,014.67 and the Non-Uniform Employees Pension Fund in the amount of \$5,343.67.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

*Mr. Castello stated that there will be a Finance Committee on Tuesday, February 7, 2017 at 7:00pm.*

**Standing Committee Report – Public Safety**

Motion to approve application for the Drop Pension Benefit submitted by Officer Edward Povirk with a retirement date effective February 25, 2017.

*Mr. Wells stated that the board got a letter from Mr. McTiernan via email. He suggested that Denise Fitzgerald save the letter in case there is an audit.*

**Motion** by Mrs. Caruso, second by Mr. Jason to approve application for the Drop Pension Benefit submitted by Officer Edward Povirk with a retirement date effective February 25, 2017.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes

David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

Motion to ratify the hiring of Eugene Arasiewicz for crossing guard, which would be replacing Carol Partee.

**Motion** by Mrs. Caruso, second by Mr. Giudici to ratify the hiring of Eugene Arasiewicz for crossing guard, which would be replacing Carol Partee.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

*Mrs. Caruso mentioned that Public Safety day is scheduled for June 10, 2017.*

**Standing Committee Report – Public Works**

*Mrs. Altman reminded the Commissioners that Randy needs their plans for the road paving's in their ward.*

*Mr. Wells asked about the plows on the old trucks. He wanted to find out if the old plows are taken off the trucks prior to the Township selling them.*

*Mrs. Fitzgerald responded that the plows are replaced every year as needed; they typically go through them within the winter season.*

*Mr. Giudici stated that the truck is worth more with the plow included anyway.*

**Environmental Committee (Sewer Committee and MS4 Updates)**

None

## **Parks and Recreation**

Motion to hire Kat Marsico as the Recreation Director for 2017 in the amount of \$3,500.

**Motion** by Mrs. Meyers, second by Mr. Castello to hire Kat Marsico as the Recreation Director for 2017 in the amount of \$3,500.

Mr. Wells asked if the Commissioners could meet her.

Mrs. Meyers stated that she has been in the program for years. In past years she has been Amanda Meyers (Recreation Director for 2016) assistant.

Mr. Wells said that it is nice to be able to put a face to a name and welcome them aboard.

Mrs. Altman suggested that Ms. Marsico come to the next scheduled Township meeting.

Mrs. Meyers said that she would invite her to join the next Townships meeting.

### **Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

### **Motion Carries (9-0)**

Motion to ratify approval for the Scott Township Athletic Association for the use of the Community Room free of charge for the 2017 player registration for Saturday, January 21, 2017, and approval for the date of Saturday 28, 2017.

**Motion** by Mrs. Meyers, second by Mr. Castello to ratify approval for the Scott Township Athletic Association for the use of the Community Room free of charge for the 2017 player registration for Saturday, January 21, 2017, and approval for the date of Saturday 28, 2017.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carries (9-0)**

**Library Liaison Report**

None

**SHACOG**

*Mr. Giudici stated that SHACOG is going to be starting the bid for the waste removal contract which is up at the end of 2018.*

*Mrs. Fitzgerald said that she recommend the board put all their suggestions in email form and present them to her. She said that way, she can put a list together for everyone's review.*

*Mr. Jason suggested there be a drop off location for any additional recycling that a resident may have.*

*Mrs. Fitzgerald said that there is no problem with having the extra recycling dropped off at the public works building. She continued to state that the Township has always made accommodations for the residents.*

*Mr. Wells stated another recommendation would be to get the same kind of machinery for the trash pickup as what is currently used for the recycling.*

*Mrs. Fitzgerald stated that she would not recommend this as each resident would be limited to the amount of trash that can be thrown away. The company will only accept what trash can fit in the cans provided to each resident.*

*Mr. Wells said that he was under the impression that the Township was going to try out the recycling and see how that worked and if it went well they were going to implement it to the trash pickup.*

*Mrs. Fitzgerald mentioned that there is a lot to consider with this upcoming contract.*

*Mr. Wells mentioned that the Good Sheppard Church has a dumpster placed on the asphalt.*

*Mrs. Fitzgerald said that she sent a letter to them to have the dumpster moved.*

*Mr. Wells said that the parking lot was just paved and if they refuse to have it moved then they should have to sign a contract stating that if the asphalt is damaged from the dumpster they should be responsible for fixing it.*

*Mrs. Fitzgerald advised that she has been communicating with them.*

## **Standing Committee Report – Administration**

None

## **Conferences and Workshops**

Motion to approve the Commissioners, Managers, and Chief of Police to attending the Annual Spring Conference of the Allegheny League of Municipalities to be held at Seven Springs April 6-9, 2017 in the amount of \$616 for Plan A (3 Night stay), \$432 for Plan B (2 night stay) or \$228 for Plan C (1 Night stay), and a registration fee.

**Motion** by Mr. Giudici, second by Mrs. Caruso to approve the Commissioners, Managers, and Chief of Police to attending the Annual Spring Conference of the Allegheny League of Municipalities to be held at Seven Springs April 6-9, 2017 in the amount of \$616 for Plan A (3 Night stay), \$432 for Plan B (2 night stay) or \$228 for Plan C (1 Night stay), and a registration fee.

### **Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

### **Motion Carries (9-0)**

Motion to approve Lisha Mihalko to attend the PSATS for 'Basic Training for Township Secretaries and Administrators'. This class is scheduled for March 9, 2017 in the amount of \$175.

**Motion** by Mr. Giudici, second by Mr. Castello to approve Lisha Mihalko to attend the PSATS for 'Basic Training for Township Secretaries and Administrators'. This class is scheduled for March 9, 2017 in the amount of \$175.

**Roll Call:**

Frank W. Bruckner	Yes
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	Yes
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

**Motion Carried (9-0)**

**Public Comments on Items Not Listed on the Agenda**

None

**Commissioners Requests**

*Mr. Jason – Stated that the ALOM Seminar that Mr. Bruckner and him attended mentioned Scott Township. He also advised that he attended a homeless veteran's dinner sponsored by Ron Connelly it raised \$138,000. Mr. Jason suggested that the Township recognize Ron during Memorial Day.*

Mr. Calabria – The letters came back from the County. He spoke to Sheryl and said that there is a legal battle going on right now with the ADA Ramps. He suggested that the letter be sent out by Mr. McTieman which may give the Township a better chance coming from a Solicitor.

Mrs. Fitzgerald asked if the board was okay with sending another letter to the County.

Mr. Bruckner asked how many letters this will be within the year.

Mrs. Fitzgerald responded that it will be the Townships 3<sup>rd</sup> letter sent to the County within the year.

Mr. Bruckner asked if the board was going to send out another letter and have to pay the Solicitor to do this.

Mrs. Fitzgerald asked if the board would like to vote on it.

Mr. Jason suggested that it would be a good idea to vote.

**Roll Call:**

Frank W. Bruckner	No
Thomas M. Castello, Esq.	Yes
Eileen L. Meyers	Yes
Patricia A. Caruso	Yes
David A. Jason, Vice President	No
Stacey Altman	Yes
David G. Calabria	Yes
William Wells	Yes
Donald W. Giudici, C.P.A., President	Yes

*Mr. Wells asked about the Bill List that reflected the amount it cost for the Solicitor to research the emblem. He inquired what the result was.*

*Mrs. Fitzgerald said that it was received in email.*

*Mr. Bruckner said that the Township paid over \$1,000 for that research.*

*Mr. Wells stated that he would like to know what the response is if the Township has to pay that much money for the research to be done.*

*Mr. Wells asked if the department heads come to the meetings anymore.*

*Mrs. Fitzgerald replied with 'Yes' and stated that Mr. Fischer is attending a class for electrical inspections.*

*Mr. Wells said that he hasn't seen Mr. Fischer here in the past several meetings.*

*Mrs. Altman said the Code Enforcement Officer Todd Tulowitzki has been attending the meetings when Mr. Fischer is not present.*

*Mr. Wells stated that Todd is not certified and therefore, his comment didn't have any value.*

**Executive Session**

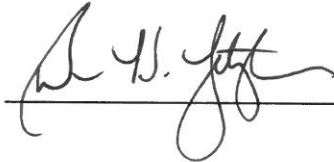
One item to be discussed

## **Adjournment**

**Motion** by Mr. Giudici, Second by Mr. Jason to adjourn the meeting.

The meeting was adjourned at 8:45 p.m.

**Attest:**



A handwritten signature in cursive, appearing to read "A. W. Jett", is written over a horizontal line.