

**MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
March 14, 2017**

The meeting was called to order by President Giudici at 7:35 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: Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC
Lawrence J. Lennon, P.E., Lennon, Smith, Souleret Engineering
Randy Lubin, Director of Public Services
Denise H. Fitzgerald, Secretary – Manager
Lisha Mihalko, Assistant Secretary
Jason Cherep, IT Director

The swearing in of Office Robert Sciulli took place, the Police Department attendeed. Light refreshments followed in the main lobby.

Public Comments on Agenda Items Listed Below

To be addressed at the beginning of each Committee report

Planning, Zoning and Code Enforcement

Solicitor's Report

Discuss Sheriff Sale for the property located at 631 Idlewood Bridge.

Mrs Fitzgerald said that the individual interested in purchasing the property would like to use the lot for a parking area. She also advised the board that they would have to pay the Sheriff Sale fee. The fee for the Sheriff Sale would cost from \$5500 to \$7500.

Mr. Jason stated that the property was original going to be used for the park. However, that did not go through therefore, the Township can sheriff sale the property and get it back on the taxes.

Mr. McTiernan told the board members that the Township could possibly sell the property for the amount of the demolition cost.

The property is 636 Idlewood Avenue; Lot 67 Block P123.

Engineers Report

Discuss awarding Costars Contract for the 2016 Scott Park Playground equipment to General Recreation in the amount of \$192,297.00.

Discuss awarding Contract No. 16-PK3 or 16-PK5 – Deck Hockey amenities to Rink Systems.

Mr. Lennon stated the full rink size bid came in at \$154,500 and the reduced size rink came in at \$115,500. Mr. Lennon spoke to Rink Systems, Inc. to see if they would be willing to hold their bid until the bids are open for installation at the end of the month, and they did agree.

Discuss awarding Contract No. 16-PK2 and 16-PK4 (Re-Bid) – General Construction of the Deck Hockey rink installation.

Mr. Lennon said that the bids will be opened on March 23, 2017.

Discuss awarding Contract No. 16-PK1 (Re-Bid) for general construction of playground installation.

Mr. Lennon said that the bids will be opened on March 23, 2017.

Discuss awarding the 2017 Roadway Improvement Program.

Mr. Lennon said that the bids will be opened on March 23, 2017.

Discuss approving the Service Order Authorization for the 2017 Roadway Improvement Project.

Mr. Lennon stated that this was already approved and the work has already begun.

Discuss the inspection from Penndot of Idlewood Bridge and how to move forward. (Mr. Calabria).

Mr. Calabria suggests that the Township find out what is wrong with the Bridge in order to move forward with getting it replaced. Mr. Calabria advised that he contacted someone within Penndot and asked about the bridge being inspected. The Penndot associate sent a crew member to have the bridge measured and found out that the bridge is 23 feet long, which is under Penndot requirements. Mr. Calabria feels something fell through the cracks as far as this bridge being measured properly for an inspection.

Mrs. Fitzgerald stated that it was not the fault of the Township.

Mr. Lennon stated that the bridge is 27 feet long and does meet the requirements for an inspection from Penndot. The S.P.C. maintains the bridge reports for all inspections created by Penndot. The reports showed that Idlewood bridge was measured in 2011 which indicated that the Bridge is 17 feet long, which is why the bridge was not inspected by Penndot.

Mr. Calabria said that Penndot can get the bridge on T.I.P. (Transportation of Improvement Program) T.I.P. is a program that would pay for the bridge, However you have to be added to a waiting list.

Mr. Lennon advised the board that the list of bridges on the T.I.P. is significant and he doesn't know where the bridge would fall in that list. The bridge could be sitting for some time waiting.

Mr. Bruckner asked Mr. Lennon to explain the inspection report for the bridge, which was provided by Mr. Lennon prior to the meeting beginning.

Mr. Lennon advised that his engineer's report highlights the rating codes. The individual at S.P.C. rated Idlewood bridge a '0' which means 'failed condition, out of service'.

Mr. Bruckner stated that the report is reflecting an amount of \$52,000. Mr. Bruckner then asked if that was the cost they were estimating for the bridge repairs or replacement.

Mr. Lennon said that he asked them if doing the repairs that are needed would allow the Township to open the bridge with a weight bearing to it. The individual advised that she could not answer that question.

Mr. Bruckner stated that the inspection was completed in the amount of \$300 when the board was already aware of the condition.

Mr. Lennon said that the board had his opinion, but not an inspection report.

Mr. Bruckner said that they billed Penndot and that is still tax dollars wasted on an inspection when we were aware of the issue.

Mr. Lennon replied that the board should understand that the report is a good thing to have; it should not be reflected upon as a bad idea. The report reflects that the bridge needs replaced all together.

Mrs. Meyers asked Mr. Lennon if the Box Culvert would sustain the weight for all vehicles that would need to go across the bridge.

Mr. Lennon replied that the box culvert would hold the weight limit of a bus, which would be enough.

Mr. Jason said that it would have been nice to have known about the T.I.P. program 2 years ago when the bridge first started to have issues.

Mr. Giudici mentioned that the Township is going to start getting penalties for the bond money and asked about using those funds.

Mrs. Fitzgerald explained that any time you take out a bond you have so much time to use the money or you get subject to arbitrage. She also stated that she does not have the information in front of her, but she will be able to get with Sandy (Finance Director) and see what arbitrage the Township would be subject to.

Mr. Wells suggested that the Township talk to the state and see if we can get any money from them.

Mr. Castello said that he is not sure that will work.

Mrs. Meyers asked Mr. Lennon about the box culvert.

Mr. Lennon stated that the bidding was already approved to be advertised and the design is being worked on. Therefore, we are looking at the beginning of next year. However, there is a possibility that we could get it done sooner.

Engineer Report Public Works Report

Ordinance/Detail Update:

The Planning Commission has completed their final review of the draft SALDO. A meeting to review the draft document with BOC representatives is scheduled for March 22, 2017.

Spinner Field Restroom:

Contractor to provide sealed drawings for the restroom to the Township for Building Code review.

CDBG Year 42:

All work is completed. A final walkthrough was held on March 13, 2017. There are no outstanding items. Contractor has submitted Partial Payment No. 1 (Final) in the amount of \$12,725.00 (Attachment A). Payment to the contractor will be processed through the South Hills Area Council of Governments. This closes out the project.

Idlewood Avenue Bridge:

A formal Bridge Inspection was completed by PennDOT contractor McTish, Kunkel & Associates on March 2, 2017 (See Attachments). The Report was issued on March 9, 2017 with the following key findings:

- The "Structure Condition Appraisal" (page 11) was found to be "0" "Failed Condition-out of service- beyond corrective action"
- "Load Rating Summary" (page 44) "... Load Ratings equal to "0 Tons" using engineering judgment."
- Form B; The Deck Wearing surface, Deck and Superstructure are all rated condition 1 "Imminent Failure"
- A signed and sealed "Load Rating Summary Form" notes that the bridge has a "0" ton load rating for all categories of vehicle

I spoke to the inspecting registered professional engineer on March 12, 2017. Key take-aways from that conversation:

- Regarding the cost estimates on pages 1, 2 and 3;
 - The estimates are based on out dated PennDOT factors. It is not intended to suggest that these repairs are all that is needed nor is it expected that the full repairs can be completed for the estimates provided.
 - The estimates are basically spot repairs that are based on a very simplistic visual observations and measurements ("band-aid"). No consideration is given to adequacy of remaining materials to support repairs or repair of damage beyond what is visually observable.
- The engineer advised that she could not say the bridge could be returned to service with a load rating above 0 if the repairs were completed. More comprehensive evaluations would be needed, however she did express her opinion that the bridge was not salvageable.
- We discussed replacement and she suggested replacement with a culvert type structure.

Providence Point Phase II:

LSSE is reviewing a developer's agreement prepared by the Solicitor.

2017 Road Program:

Bid opening date is scheduled for March 23, 2017.

Engineer Report Storm and Sanitary Sewer Report

ALCOSAN GROW (Green Revitalization of our Waterways):

A grant agreement, provided by ALCOSAN, has been executed by the Township and returned to ALCOSAN.

As authorized LSSE has initiated design and preparation of construction documents for the stream removal project. The following schedule is proposed:

Project Authorized by Township

February 28

| | |
|----------------------------|-------------|
| Submit Permit Applications | March 27 |
| Bid Construction Contract | April 7* |
| Open Bids | May 5 |
| Award Contract | May 9** |
| Construction Begins | May 15 |
| Construction Complete | August 1*** |

* Authorization to bid the project at the March 28 Board meeting is suggested.

** Action at the May discussion meeting would be required.

***Demonstration Project completion date in Phase I COA.

It is suggested that replacement of MH H5.1A on Hope Hollow (at Lindsay Road Bridge) be added to this contract.

Permit Applications are being prepared and will need to be executed by the Township. Due to the schedule, expedited review (for an additional fee) by Allegheny County Conservation District is suggested. Preliminary permit fees are estimated to be:

- \$600.00 to the Allegheny County Conservation District for E&SC Review (includes an optional \$400.00 expedited review fee)
- County and State Highway Occupancy Permit fees may be applicable but are determined after permit submission.

Completion of the investigation into the 24-inch sewer that comes into MH H-8 is required to meet project deadlines. Attached is a portion of the GIS sewer map identifying the area.

2016 Sanitary Sewer Repair Contract:

Work for the project is ongoing. In addition to the work for the project, the Contractor completed emergency repair work along Hope Hollow Road at Lindsay Road due to pipe collapse at this location, waiting on change order request from Contractor. Submission of a County Highway Occupancy Permit Application is required for this work. Fee assessment and application will be provided to the Township for execution.

Additional defects were recently identified by the Contractor during the performance of pre-repair CCTV inspection. Quotes were received from Contractor for the following areas, Change Order documentation to be drafted:

- McMonagle Avenue (\$16,400.00); and
- Bent Alley, near Atlas Supply/Chartiers Development (\$17,800.00).

We have also requested Change Order proposals to repair defects identified by ALCOSAN during the completion of CCTV work related to the ALCOSAN Regionalization Planning. Change Order quotes to complete this work have been requested from the Contractor for the following ALCOSAN identified defects:

- Hope Hollow Road (near Flynn Tire);
- Raven Drive; and

- Roessler Road (near Manor Oak shops).

Annual Training:

The 2017 training of the elected officials will be conducted within the next three months.

Permit Renewal Application:

LSSE met with Public Works to review mapping updates required for development for the Pollutant Reduction Plan (PRP).

Standing Committee Report - Finance

Discuss request from Bower Hill Volunteer Fire Department for portion of annual allotment in the amount of \$65,000.00 for payment on Engine #2.

Mr. Castello stated that the full amount wouldn't be accrued until April 2017.

Standing Committee Report – Public Safety

Standing Committee Report – Public Works

Ms. Altman stated that there was a committee meeting held which covered some issues.

Mr. Lubin addressed the below items:

- Mr. Lubin stated that the roadway program was discussed and the dates for each road located in every ward will be placed on the website shortly.
- The agility agreement with Penndot was discussed; there were some ideas as to some potential items that the Township can offer for Penndot. (More to follow on that).
- Two items were discussed for ward #7 in regard to the intersection and the grade doesn't work as water is freezing in that area. Last year there was some patching completed however that doesn't seem to be providing the relief that is needed.
- The other issue was in regard to Fox Croft Road with the school district; there is a walkway and no one knew who the walkway belonged to, the school district put the walkway there for the students to walk to the Elementary school. There was a search completed and it turns out that the Township of Scott is responsible for the walkway therefore, the potential idea which was to put a gate in the back and front with a sign stating 'No Trespassing' is an option.
- Spinnerfield should be installed end of April early May.
- Summer help will begin in April. The next E-Waste event that the Township of Scott will have is November 4, 2017.
- The discussion of the Townships Rock Salt was brought up and we are approximately 400 tons shy of the minimal amount to be stored, reaching out to Cargill to see if they could store a minimum amount.

- MS4 Training will be coming soon.

Mr. Bruckner made a comment that he received two very positive feedback comments about the company, 'Inside pipe contract'. He continued to say they are great guys with their demeanor their professionalism, the way they clean up after themselves, even the way they direct traffic when needed.

Mr. Lubin advised that he would let the crew know.

Environmental Committee (Sewer Committee and MS4 Updates)

Discuss the first phase of planning to begin mitigations concerning past flooding issues with Berkwood Drive. (Mr. Calabria).

Mr. Jason stated that he recommended that the sewer committee discuss this item.

Mr. Giudici agreed and stated that it will be addressed to the sewer committee.

Discuss the repair for the sewer located at 533 Lindsay Rd. (Mr. Wells)

Mr. Wells said that the repair for the sewer located at 533 Lindsay road was on the original sewer bill. There is \$239,000 and he recommended that the sewer committee get some specs on the repair of the sewer storm.

Mr. Jason advised the board that there is a Sewer Committee Meeting scheduled for Monday, April 3, 2017 @10:30am.

Parks and Recreation

Discuss approving Resolution for the Scott Park walking trail, exercise equipment, and splash pad.

Mrs. Meyers stated that this resolution is needed to submit the application for the Grant.

Mr. Wells asked when the money would be needed for the other half of the grant.

Mrs. Fitzgerald responded next year. She advised that she submitted plans to Lennon Smith, which included one change to the splash pad. Denise advised that she had Lisha send the information to the board members via Google drive. The idea of running a pipe would use the recycled water from the pool.

Mr. Lennon said that the splash pad would use the recirculation water rather than fresh water.

Mr. Wells asked if the water would be coming back from the filter or to the filter.

Mr. Lennon said that it would go back to the filter after leaving the splash pad.

Mr. Wells followed up by asked if the company installing the Splash Pad would also do the Engineering of it as well.

Mrs. Fitzgerald said that the splash pad would have to be publicly bid. Mrs. Fitzgerald also stated that she received information about the splash pad, but the design came from Lennon Smith's office.

Discuss the advertisement for a new company to manage the snack bar at the Scott Township Swimming Pool.

Mrs. Meyers stated that Nobby's did come in and clean everything after receiving the notice. However, if the board wants to bid for another company that would be everyone's decision.

Mr. Wells asked if they said why they left it like that to begin with.

Ms. Altman asked if Nobby's wants to do it again.

Mrs. Meyers informed the board that the Township is under contract with them. Therefore, it is up to the board if they want to advertise for a new vendor to run the concession stand for the 2017 season.

Mr. Giudici asked if you can put it up for bid if there is a contract.

Mrs. Meyers replied that if it is advertised and then she directed the question to Mr. McTiernan (Solicitor) as to whether that was correct information or not.

Mr. McTiernan advised the board that there has to be a cause in order to break the contract.

Mrs. Meyers said that the Township gave them warning and they corrected the issue in a timely manner therefore, at this time the Township should keep the notice on file.

Discuss approving the use of the Scott Township baseball field for the Chartiers Valley Jr. High baseball team at a reduced rental fee in exchange for a coaching clinic run by the CV High School coaches. (List of dates including in email).

Mrs. Meyers stated that she has a concern with the dates interfering with the Scott Township Athletic Association.

Mrs. Fitzgerald said that she spoke with Herb Ohlinger (Scott AA Director) and he advised that there would not be a conflict. Her question would be with other people outside of the association the Township always charged \$50.00 per game, however when she was speaking to the individual from this league she asked if they could offer a coaching clinic and get the use of the ball field at a discounted price. The league also said that they would maintain the fields that they were using.

Mr. Castello said that the league charged our association to use their fields last year.

Mr. Wells asked who would do the coaching clinic.

Mrs. Fitzgerald responded that it would be the CV High School Coaches.

Mr. Castello said that he doesn't mind giving them the use of the field as long as Herb agrees that it doesn't conflict with our Association.

Mrs. Fitzgerald asked if the board would ratify at a charge of \$50 a game due to the league starting March 20th.

Mr. Calabria asked if that was a discounted price.

Mrs. Fitzgerald replied that it is not a discount, it is full price.

Ms. Altman said as long as herb knows about the field usage there shouldn't be a problem.

Discuss Kings Grant Pool Membership Proposal. (Mr. Bruckner).

Mr. Bruckner said that he wanted to discuss the idea of Kings Grant residents paying a lump sum fee for the use of the Townships swimming pool. Jamestown currently shares their pool with Kings Grant. Kings Grant pays a lump sum to Jamestown condominium association for the use of their pool. A gentleman on the board for kings Grant would like our board to consider providing a season pass for the Township pool in the amount of \$15,000 for each unit as there are 270 units to date.

Mrs. Meyers said that she wasn't sure how many people that would be getting a pass.

Mr. Bruckner told the board that this was just an offering.

Mr. Bruckner said that the gentleman is going to provide him with a written request. He will suggest that the item be placed on the discussion agenda once the request is received.

Library Liaison Report

SHACOG

Discuss approving Resolution No. 01-17 and No. 896-17 for the Joint Bid for Solid Waste Collection and Disposal.

Mr. Giudici said that resolution #01-17 and #896-17 would have to be passed to participate in the Joint Bid for Solid Waste Collection and Disposal.

Mrs. Fitzgerald stated that she only received one request for a change on the specs themselves which was suggested by Mr. Wells to eliminate the apartment complexes of 4 or more.

Discuss survey for MS4 Coordination through SHACOG Survey.

Mr. Giudici asked Mr. Lubin if the Township has participated in this in the past.

Mr. Lubin stated that this is to see if anyone would like to be an MS4 coordinator.

Mr. Wells asked Mrs. Fitzgerald if she could ask for clarification.

Mrs. Fitzgerald said that the survey is asking if Municipalities would be interested in providing shared MS4 services through SHACOG.

Mr. Giudici commented that this is all done through Larry.

Mr. Wells asked if a price could be obtained to compare it to what is being paid right now.

Mr. Lennon responded that they don't have a price.

Discuss approving the Joint Bid for O&M Preventive Maintenance of Sanitary Sewer Lines – Year 7 survey.

Mr. Wells said 2017 is already done.

Mrs. Fitzgerald said that the Township will respond 'No' to the survey.

Mr. Wells asked if Mrs. Fitzgerald could find out how many did reply with a 'yes' and if so who they were. He also suggested that this be something that the Township review for next year.

Discuss members of the Board of Commissioners, Management Team, Planning Commission, Zoning Hearing Board and Chief of Police attending SHACOG 44th Annual Dinner Meeting to be held Thursday, April 27, 2017 at the Club at Nevillewood in the amount of \$50.00 per person.

Mr. Giudici said that it would be nice for the Board of Commissioners to attend if they are able to.

Discuss donation of a \$50 gift card to SHACOG for 44th Annual Dinner Meeting.

Mr. Giudici stated that the donation is always something that the Township has done for SHACOG.

Administration

Discuss creation of bid specs from Shamrock signs in the amount of \$400 and advertisement for the Electronic Message Center in front of the Township Municipal Building. (Mr. Bruckner).

Mrs. Fitzgerald stated that the Township did receive a few designs and she feels that Shamrock Signs design is good. However, since it is above the bidding threshold we will have to have bid specs created and advertised. Shamrock Signs has provided the Township a cost of \$400 to create those bid specs.

Mr. Calabria asked if the right of way in front of the building is going to be okay.

Mrs. Fitzgerald said that she spoke to PennDOT and the current sign is out of compliance. The new digital sign will be moved back which will put it in compliance.

Mr. Wells asked if there was a way the Township could reach out to different companies and see if they would be interested in donating money for the sign.

Mr. Bruckner stated that he spoke to Craig Stephens (Magistrate) to see if his office would be able to donate.

Mr. Wells suggested that if a company would donate money for the sign the Township could then put a plaque on the sign promoting that company.

Discuss the proposed Employee E-mail, and other Electronic Communications Policy.

Mrs. Fitzgerald said that her and Frank worked on this policy months ago. She said that she would like for the board to review the policy. Mr. McTiernan gave his blessing on it. She continued to say that the next step would be to present it to the unions.

Mr. Wells asked if the employees use the computers.

Mrs. Fitzgerald replied 'Yes'. She also stated that the policy she last wrote was done 10 years ago, Therefore it doesn't have the updated social media items included.

Conferences and Workshops

Discuss approving the Commissioners attending the 92nd Annual Educational Conference to be held at the Double Tree in Lancaster, PA on June 22- June 25, 2017 in the amount of \$261.35/night or \$783.96 for all three (3) nights.

Mr. Jason said that he would be interested in going to this conference as he only took partial money for the other conference. He will take partial money for this conference in order to attend.

Public Comments on Items Not Listed on the Agenda

Jane Sorcan at 769 Lindsay Rd.

Mrs. Sorcan advised the Board of Commissioners that the Scott Township Conservancy will be hosting another session with Tom Kline on June 1, 2017 to discuss the coyote issue.

Commissioners Request

Mrs. Meyers

Mrs. Meyers asked about the fence around the 'THEPITT Building'.

Mrs. Fitzgerald stated that Mr. Fischer has contacted the individual who will be installing the fence and it should be installed soon.

Executive Session

Adjournment

Motion by Mr. Castello, second by Mrs. Meyers to adjourn the meeting.

The meeting was adjourned at 9:17p.m.

Attest:

A handwritten signature in cursive script is written over a horizontal line. The signature appears to be "A. S. Jones".