

**MINUTES  
SCOTT TOWNSHIP  
BOARD OF COMMISSIONERS  
301 LINDSAY ROAD, MAIN MEETING ROOM  
SCOTT TOWNSHIP, PA 15106  
AGENDA MEETING  
December 12, 2017**

The meeting was called to order by President Giudici at 7:30p.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	Absent
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  
Todd Tulowitzki, Code Enforcement Officer  
Denise H. Fitzgerald, Secretary – Manager  
Lisha Mihalko, Assistant Secretary  
James Secreet, Chief of Police

**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 adopting Ordinance #1632-17, Changing the name of Bartolo Street, located in ward three (3) of Township of Scott, to Bartola Street.

Mr. McTiernan stated that the proper advertisement for the name change of Bartolo street. The ordinance has been forwarded.

### Discuss Resolution to opt-out of the Act42, Category 4 slot machine facilities within the Scott Township community.

Mr. McTiernan advised the board of the provision within the new state law for what they are calling a 'mini Casino', these so called 'mini Casinos' cannot be within 25 miles of an established Casino, except that an established Casino can open a new Casino. If you complete the Resolution it will always the Township to opt-out of the Act42, you can always rescind that later.

Mr Bruckner stated that it's only seen within a Category 1 or 2 that can go within the 25 miles.

Mr. McTiernan agreed and mentioned that in this case it would be Rivers Casino.

Mr Bruckner added that it's only the Rivers Casino that can build within the 25 mile range.

Mr. Wells asked if there is any way that the Township can pass an Ordinance as to where the Township would want the Casino placed.

Mr. McTiernan replied 'Yes'.

Mr. Calabria asked if the Township passes the Resolution; and then decide they would like to rescind it, can the Township do this.

Mr. McTiernan said "Yes".

### Discuss Mrs. Allen's clarification request.

Mr. McTiernan said in regards to the Allen agreement, he learned that the mother's daughter wants to access the house after the closing.

Mr. McTiernan stated that there are however, other issues with the property. He continued to state that there are Mortgages on the property and there is also one criminal fine, but Mr. McTiernan mentioned that he was not able to confirm if it's the correct person.

Mr. Wells mentioned that the Township will not be able to get clear title of the property.

Mr. McTiernan responded that he is trying to get hands on with the property, however the Lawyer is currently handling things.

Mrs. Fitzgerald stated that Mrs. Allen's request is that they close on the property this month and be able to leave the belongings inside the property until May.

Mr. Wells asked who's insurance will cover that.

Mr. McTiernan said that he thought the board decided to table this item until there was more information provided.

Mrs. Fitzgerald stated that the board approved this last month.

Ms. Altman said that the board came back and said they still wanted to close.

Mrs. Fitzgerald agreed.

Mr. Calabria mentioned that they could have any kind of homeowners insurance.

Mr. McTiernan said that he would not recommend the board allow access to any property after it has been sold.

Mr. Wells suggested to the board that they give Mrs. Fitzgerald the permission to get in contact with the gentleman who owns the company across the street, so that the Township can be aware if he would be interested in the property. Mr. Wells is worried that if the Township allows the property to sit there the property will become a blighted property, then someone will be able to purchase the property out of the blighted program and the Township would be out of everything once that occurred. Mr. Wells also stated that the area near the property is a flood zone.

Mr. Lennon said that whole area is a federal flood zone that has nothing to do with Lennon Smith.

Mrs. Fitzgerald asked the board if they were interested in her approaching the gentleman and asking him if he has an interesting in the property.

Ms. Altman responded 'Yes'.

Discuss approving the application under Allegheny County Side Yard and Blighted Structure Program by Randal J. Trybus regarding property located at 453 Center St.; Carnegie, PA 15106 (Block and Lot #102-G-21) and adoption of Resolution approving that acquisition.

Mr. McTiernan stated that there are no issues with the property, therefore there should be no issues with this application.

Discuss the signed Mance agreement to donate the Real Estate to Scott Township.

Mr. McTiernan advised the board that they have been able to a signed agreement from the Mance's to donate the Real Estate to Scott Township. The next step would be to get court order to satisfy any liens.

## **Engineers Report**

Discuss the approval of Change Order No. 2 for Contract No. 17-S1 2017 Stream Inflow Removal Project from Independent Enterprises, Inc. to include a manhole lining / rehabilitation of SMH H-8 in lieu of utilities location in conflict with replacement of this manhole, as well as installation of stainless steel straps at SMH H-11 as recommended by the Contractor. (Decrease of \$10,048.65).

Mr. Lennon said that this is the manhole located on Lindsay Rd. When Independent Enterprise started to dig down they found that the pipe could not be replaced as it was surrounded by utilities. The proposal to re-align the manhole will be a price of \$10,048.65.

Mr. Lennon stated to place on the agenda for approval.

Discuss the approval of Change Order No. 1 for Contract No. 15-PK2 – Plumbing at Spinner field Improvements from Stefanik's Next Generation Contracting due to the changes ordered by Allegheny County Plumbing Inspector after the restroom facility was delivered to the site. (Increase of \$4,800.00).

Mr. Lennon said the plumbing drawings were submitted to the County Health department and when the unit was delivered. The Allegheny Health Department came out to inspect the plumbing and they required Stefanik's Next Generation Contracting Co. to redo all the piping again.

Mr. Lubin stated that the changes were ordered after Allegheny County reviewed.

## **December 2017 Engineering Public Works Report**

### Ordinance/Detail Update:

A work session was held December 11, 2017 to review comments.

### Spinner Field Restroom:

Work is complete. Change Order No. 1 from Stefanik Next Generation Construction to revise the plumbing fixtures as required by the Allegheny County Plumbing Department was issued by the Township.

- Contract No. 15-PK1 – Partial payment No. 2 (Final) has been submitted in the amount of \$5,026.00.
- Contract No. 15-PK2 – Partial payment No. 2 (Final) has been submitted in the amount of \$5,485.00.
- Contract No. 15-PKS – Partial Payment No. 2 (Final) has been submitted in the amount of \$764.00.

### Deck Hockey Rink:

Work has been completed. The contractor will be required to come back in the spring to re-seed disturbed areas. LSSE is reviewing the final change order for submission to and approval by the Township.

- Partial Payment No. 3 (Final) has been submitted for review in the amount of \$58,709.45.
- Contract 16-PK3 – *Deck Hockey Rink Amenities \$161,786.00 (Includes Ice Rink Liner). Anticipated material delivery is the third week of October.* The contractor is in the process of installing the decking and boards. Contractor to meet with Township staff to provide instruction on installing the ice skating liner.

### Playground Improvements:

LSSE is reviewing final change order.

### Idlewood Avenue Bridge:

LSSE has received the box culvert shop drawings and submitted them to PennDOT for their review and comment on November 28, 2017 (Attachment A). In a follow up phone conversation LSSE agreed to hold comment on the structural submission until PennDOT had an opportunity to comment. (Attachments B and C). As noted in Attachment C, PennDOT had no comments on the structural plans but did request information regarding "AASHTO Vehicles". That request was forwarded to the culvert designer. The contractor has been released to start fabrication of the structure. A revised design storm the hydraulic calculation chart was also provided to PennDOT last week (see Erosion and Sedimentation Control Plan). PennDOT also requested that we look at their Publication 740 which

addresses Retroactive Bridge Project Reimbursement. We reviewed the Publication and submitted annotated copies of Appendices P and Q to the Bridge group (Attachment D).

2017 Road Program:

All punchlist items have been completed.

- Partial Payment No. 2 (Final) has been received in the amount of \$92,600.49 and has been submitted to the Township for consideration along with Change Order No. 1 (Final) decrease of \$15,265.23. Scope breakdown is as follows:

Roads:	\$ 68,377.46
Park Alley:	\$ 10,800.00
Playground:	\$ 227.50
Deck Hockey:	\$ 13,195.53
TOTAL	\$ 92,600.49

St. Clair Hospital Ambulatory Care Center:

LSSE reviewed the first submission of plans in a letter dated December 6, 2017. The plan was presented at the December 6 Planning Commission Meeting, no action was taken.

## **December 2017 Engineering Storm and Sanitary Sewer Report**

2015 Interim Order (Phase I COA):

The Final Report and Resolution of Adoption has been submitted to PaDEP, ACHD, and ALCOSAN.

Following discussion at the November Sewer Committee meeting LSSE has been working on preparation of preliminary scope, phasing, and construction cost estimates for source reduction projects in the Upper Georges Run sewershed. This information will also be used to prepare the second GROW Grant request in 2018. We will present the information at the next Sewer Committee meeting.

ALCOSAN GROW (Green Revitalization of our Waterways) (PHASE I):

A payment request was not received from the Contractor for consideration this month.

Township has submitted reimbursement requests for Payment Nos. 1 and 2, \$234,431.30 to ALCOSAN for consideration.

Worcester Drive Sewer Realignment:

Contract documents are under final review. The project will be ready for authorization for bidding by the Board at the December Agenda meeting.

2016 Sanitary Sewer Repair Contract:

Work including Punch List work has been completed. Change Order No. 5 (Final) was forwarded to the Township for execution. Contract amount was adjusted to \$308,757.42 including all change orders to date. Final Payment Request No. 7 in the amount of \$47,264.74 was received from the Contractor for consideration this month (Attachment A).

ALCOSAN Wet Weather Plan:

ALCOSAN sent the Township the "Whiskey Run Point of Connection C-30" CCTV and Defect Report. ALCOSAN has requested that the Township make identified repairs prior to take over by ALCOSAN. We will need to review with the Sewer Committee.

PCSM BMP Inventory and Inspections:

Township sent the 2017 Annual notification to BMP owners for continued maintenance and inspection of their facilities.

Annual Outfall Screening:

Outfall screening was completed in August 2017. LSSE to issue a memo detailing results is being completed.

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

Discuss the consideration to appoint William J. Linnert Jr. as a Deputy Tax Collector

Mrs. Riley did not provide any responses to Mrs. Fitzgerald's email. The email addressed a couple concerns in regard to this subject.

Mr. Castello suggested that the item be tabled until January 2018 agenda due to lack of information at this time.

Discuss the acceptance of the 2018 Minimum Municipal Obligation (MMO) for the Scott Township Police Pension Plan in the amount of \$415,527.00 and the 2018 Minimum Municipal Obligation (MMO) for the Scott Township Non-Uniform Pension Plan in the amount of \$69,030.00 as submitted by the Actuary.

Mr. Castello advised that the MMO remained the same as last year.

Mrs. Fitzgerald stated that the MMO will change next year.

Discuss the adoption of two (2) Resolutions, Adopting an actuarial smoothing method for the Scott Township Police Pension and Non-Uniform Pension Plan.

Mr. Castello explained that there is a smoothing method in which the Board of Commissioners would pass two Resolutions.

Mrs. Fitzgerald mentioned if you review the budget the proposed increase is the different between the revenue and the expenditure the Township will be paying out. After reviewing the budget Mrs. Fitzgerald advised the board if they were to change it to the asset smoothing method the Township payment will be \$190,909.

Mr. Wells asked what it was the last time.

Mr. Fitzgerald replied that it was \$150,000.00.

Mr. Wells asked if the Actuary can come in during the next meeting and explain the smoothing method a little further in detail so that the Board is fully aware of the information prior to voting on this.

Mrs. Fitzgerald advised that she will ask the Actuary as well as Sarah.

**Discuss approving Lamar bus shelter agreement.**

Mrs. Fitzgerald stated that the Township had a 10 year agreement with Lamar. Mrs. Fitzgerald mentioned that other municipalities are getting less than what our Township is getting. She met with Lamar and tried to get more money, but Lamar explained that they do not have any further monies to provide.

Mr. Castello stated to place on the agenda for a vote.

Mr. Fitzgerald took a few notes from the Commissioners in regard to some shelters in our area that need attention, she will then collaborate an notice to go to Lamar Advertisements.

**Discuss approval of the 2018 Tax Levy Ordinance and 2018 Budget Ordinance.**

Mr. Castello stated to place on the agenda for a vote.

**Discuss invoices from Municipal Finance Partners, Inc. for administrative services to the Police Pension Plan in the amount of \$2,000.00 and the Non-Uniform Pension Plan in the amount of \$1,550.00. (To be paid from the respective pension funds).**

Mr. Castello stated to place on the agenda for a vote.

**Standing Committee Report – Public Safety**

**Discuss placing a 'No Parking Here' sign; from the corner of Greentree Rd. to Ryan Drive.**

Mr. Seccret stated that the police department has received several complains about individuals parking on Greentree Road. He continued to explain; when you are making a left out of Ryan Dr. residents are complaining that there is an individual parking on the side of the street which is leaving no way for others to see around the vehicle in order to pull out into traffic.

Mr. Giudici stated to place on the agenda for a vote.

Mrs. Meyers said Thank you to the individuals who recently helped with the electric outage which recently happened. She continued to state that the Township Emergency Management team opened a warming station for those families that were left without heat in the bitter cold.

**Standing Committee Report – Public Works**

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

### **Parks and Recreation**

Mrs. Meyers mentioned that the Tree lighting ceremony went well and she thanked everyone for the contributions.

### **Public Relations Report**

Mr. Bruckner stated that there are two proclamations being worked on. There will be a formal presentation for the Beth El Congregation 100<sup>th</sup> year celebration. The second proclamation being worked on is the Al Amelio proclamation. Al is the gentleman who owns Al's Shoe Repair.

Discuss agreement with Springhill Suites regarding 'First night stay free' to displaced fire victims of Scott Township.

Mr. Bruckner looked into this subject after the tragic fire of Jamestown this past week. This program will provide displaced individuals with a room at the Springhill Suites for a free first nights stay.

### **Library Liaison Report**

Discuss possible garden outside of one of the library windows.

Mr. Giudici asked if this was going to be a small size garden.

Mrs. Fitzgerald advised that she can follow up with the Library. However, there was no detail provided.

Mr. Giudici stated to place it on the agenda for a vote and in the meantime, Mrs. Fitzgerald can get the detail as to what kind of garden.

Discuss approving the request from the Library for the use of the Community Room at no charge for Comedy Night on Saturday, April 7, 2018.

Mr. Giudici stated to place it on the agenda for a vote.

### **SHACOG**

Mr. Giudici stated that they did not have a meeting scheduled for this month. There is a chance that the January meeting will be hosted by Scott Township.



Discuss modifying developer's agreement with Providence Point to allow parking along Kane Blvd.

Beth Tomasovich  
1707 Berkwood Dr.

Mrs. Tomasovich stated in regard to allowing parking on Kane Boulevard; she sees this being a traffic hazard as you cannot see the traffic on the street as it is.

Jane Sorcan  
Scott Conservancy

Mr. Sorcan mentioned that her concern with the parking along Kane Boulevard is that the storm drain that goes down the road has been repaired and she would like to see a request go to the contractors stating that if damage is made they will be responsible for the damage. She also mentioned that it would be difficult for the Scott Conservancy to maintain the hillside with the trucks parked along Kane Boulevard.

Mr. Wells asked why the contractors can't park in the empty parking lot above the church and walk down.

Mr. Castello stated that the contractor spoke to an individual from Kane Hospital and OLG. During this discussion they advised the contractor that their employees would have to be shuttled to the job site which would cost over \$1000.00 per week for this service.

## **Administration**

Discuss the switch to an automated time system from Paychex.

Mrs. Fitzgerald mentioned that she and Mrs. MacGregor met with Paychex. Paychex has a program in which they can computerize all time off. Currently the process is; the employee fills out a time off slip, this slip goes to Mrs. Fitzgerald for approval then it gets verified by Mrs. MacGregor. This system will verify all information automatically.

Mrs. Fitzgerald mentioned that it's a time management system.

Mr. Wells asked if the Township still has a full time Payroll employee.

Mrs. Fitzgerald stated that the Township does. Mrs. MacGregor also has the responsibility of payroll, dye test for the residences, all of the employee benefits for the Townships, and monthly deposits are also handled by this employee.

Mr. Giudici stated to place on the agenda for a vote.

### Discuss Luca 2020 United States Census

Mrs. Fitzgerald mentioned to the board that they did not participate in this program 10 years ago. The program verifies all the information in regards to the Census. Mrs. Fitzgerald asked the board if there was an interest in doing this.

Mrs. Meyers asked if there was a benefit for participating in the program.

Mrs. Fitzgerald mentioned that it is used to verify all the information in regard to the Census. However, summer help would need to be discussed.

## **Conferences and Workshops**

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

Pat Martin  
Center St.

Mrs. Martin mentioned that the approved November minutes and the agenda for tonight's meeting was not uploaded to the website.

Mrs. Martin also stated that there is a line item in the Budget which reflects an amount of \$74,000 for the hope St. Park; however the budget is only reflecting \$44,717.00.

Mrs. Fitzgerald replied that 2017 budget was \$74,000.00; next year will be \$40,000.

Mrs. Martin also asked the board why there was a Scott Township public works dump truck parked on Carothers with a water tank in the back. Mrs. Martin was inquiring as to what a water tank was needed when it was snowing.

Mr. Lubin mentioned that he would look into this and get back to Mrs. Martin.

Mrs. Jason wanted to say that she is very proud of her husband Mr. David Jason and everything that he has done on the board. She continued to state that he was always very passionate when it came to the community and the board. Mrs. Jason mentioned that Mr. Jason had the opportunity to give a lot back to the community.

## **Commissioners Request**

Mr. Castello said happy holidays to everyone.

Mrs. Meyers said happy holidays to everyone as well.

Mr. Caruso said happy holidays to everyone.

Mr. Jason said he was sorry that he was late for the meeting. He enjoyed working for the community and wished the board luck in the future.

Mr. Giudici said happy holidays to everyone.

Ms Altman said happy holidays to everyone.

Mr. Wells said happy holidays to everyone.

### **Executive Session**

- Potential Litigation
- Personnel

### **Adjournment**

Motion by Mr. Castello, second by Ms. Altman to adjourn the meeting.

The meeting was adjourned at 9:07p.m.

**Attest:**



