

**MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
February 13, 2018**

7:00 PM Executive Session

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

Roll Call:

Frank W. Bruckner, President	Present
Thomas M. Castello, Esq.	Present
Eileen L. Meyers	Absent
David Calabria II	Present
Paul Abel	Present
Stacey Altman	Present
David G. Calabria, Vice President	Present
William Wells	Present
Donald W. Giudici, C.P.A.	Present

PRESENT - 8

ABSENT - 1

ALSO PRESENT: Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC
Randy Lubin, Director of Public Services
Todd Tulowitzki, Building Inspector and Code Enforcement Officer
Sandy Novelli, Finance Director
Denise H. Fitzgerald, Secretary – Manager
Lisha Mihalko, Assistant Secretary
James Stoker, IT Director
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

Mr. Tulowitzki provided the Board of Commissioners with an update to the St. Clair Hospital Garage; he mentioned that the garage is currently 30% completed. He also stated that St. Ignatius is working on the Daycare portion of the building.

Solicitor's Report

Discuss the approval of the Agreement with Jack Cargoni/Collier Development, LP to continue Sheriff Sale proceedings against the property located at 941 Hammond Street (102-E-125).

Mr. McTiernan advised that Mr. Cargoni signed an agreement advising Scott Township that Mr. Cargoni will bid the minimum bid amount during the Sheriff Sale at 941 Hammond Street (102-E-125).

Engineers Report

Discuss having Ned Mitrovich, LSSE submit a cost estimate for the Township to compare our Stormwater management plan to the revised Act 167 Allegheny County Stormwater Management Plan.

Place on agenda for a vote.

Discuss the approval of Partial Payment No. 2 (Final) for Contract No. 15-PK2 – Spinner Field Improvements – Plumbing Contract from Stefanik's Next Generation Contracting Company, Inc. in the amount of \$685.00. (To be paid from the Bond fund).

Place on agenda for a vote.

Motion to approve the Service Order Authorization for preparation of the 2017 Chapter 94 Wasteload Management Report (ALCOSAN).

Mr. Mitrovich stated that the report is due March 31, 2018. The board of Commissioners advised that it is acceptable for Ned Mitrovich to move forward with the Wasteload Management Report and the motion will be ratified during the February 27, 2018 meeting.

February 2018 Engineering Public Works Report

Ordinance/Detail Update:

A meeting was held on February 9, 2018 with Kay Pierce's office to address final comments on the SALDO.

Spinner Field:

Contract No. 15-PK2 – Partial payment No. 2 (Final) has been submitted in the amount of \$685.00 (Attachment A).

Deck Hockey Rink:

Punchlist provided to the Contractor on January 26, 2018 (Attachment B). The Contractor will be required to come back in the spring to re-seed disturbed areas.

Contract 16-PK3 – *Deck Hockey Rink Amenities \$161,786.00 (Includes Ice Rink Liner)*. Punchlist provided to the Contractor on January 29, 2018 (Attachment C).

Idlewood Avenue Bridge:

PennDOT approved revised calculations and requested two notes be placed on the culvert plans. Request was forwarded to the Contractor. A revised schedule has been requested from the Contractor. A project status meeting is scheduled for February 13, 2018. Contractor to mobilize the week of March 12, 2018.

2017 Road Program:

Deck Hockey Rink was provided to the Contractor on January 26, 2018 (Attachment D). LSSE reviewed various roadways that were paved this year in the Township.

St. Clair Hospital Ambulatory Care Center:

The Developer resubmitted portions of the plans on December 19, 2017 and February 1, 2018. LSSE reviewed the submission and issued letter dated February 8, 2018 (Attachment E).

February 2018 Engineering Storm and Sanitary Sewer Report

2015 Interim Order (Phase I COA):

The regulatory agencies have initiated review of the regional planning criteria developed by 3RWW on behalf of the ALCOSAN tributary municipalities as well as the Township's Source Flow Reduction Study report (Gold Line Standard).

The Phase I COA is scheduled to lapse on June 1, 2018. Discussion has been initiated at various 3RWW venues (e.g. Wet Weather Working Group, SFR/FT Subcommittee) as to the next steps (e.g. administrative extension of the Phase I COA, Phase II COA or Corrective Action Plan).

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

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

GROW 3:

GROW 3 Letter of Interest must be submitted to ALCOSAN by April 2, 2018.

Worcester Drive Sewer Realignment:

Contract Documents are complete. Project ready for Bidding.

ALCOSAN Regionalization of Trunk Sewers:

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. LSSE is reviewing their findings compared to work completed.

ALCOSAN sent the Township the "*Hope Hollow Point of Connection C-48*" CCTV and Defect Report. LSSE attended the February 6, 2018 coordination meeting with ALCOSAN, AECOM and Mt. Lebanon. LSSE is currently evaluating

the defects identified by ALCOSAN from the perspective that most or perhaps all have been already repaired as part of the ALCOSAN GROW construction program or the 2016 Annual O/M Repair contracts.

ALCOSAN sent the Township the "Scrubgrass Point of Connection C-49" CCTV and Defect Report. LSSE attended the February 6, 2018 coordination meeting with ALCOSAN, AECOM and Mt. Lebanon. LSSE is currently evaluating the defects identified by ALCOSAN from the perspective that most or perhaps all have been already repaired as part of the ALCOSAN GROW construction program or the 2016 Annual O/M Repair contracts.

Annual Training:

2018 Training of elected officials must be scheduled.

PCSM BMP Inventory and Inspections:

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

Chapter 94 Annual Wasteload Management Report:

The annual report is due to ALCOSAN on March 2, 2018. LSSE has prepared a service order authorization for Township execution.

Finance Committee Report

Presentation by Mark Schuster from TurnKey Taxes. TurnKey Taxes is a company that has developed a unique expertise and experience in developing methods and approaches to data conversion, analysis and collection of municipal delinquent taxes and other revenues.

Discuss modifying the Southwest Allegheny County Tax Collection District Confidentiality Agreement and Authorization to add Sandy Novelli for the purpose of obtaining records.

Mrs. Fitzgerald stated that she is currently the only individual in the office who can obtain these reports, adding Mrs. Novelli will provide a backup in case she would ever have to be out of the office.

Place on the agenda for a vote.

Discuss the approval of the invoice from Troiani Web Design for the design of a new website for Scott Township Municipal Building in the amount of \$3,200.00.

Place on the agenda for a vote.

Discuss the approval of payment to Pierce Park Group for Investment Consulting Services for Police Pension Fund in the amount of \$12,758.46 and the Non-Uniform Employees Pension Fund in the amount of \$5,763.19.

Place on the agenda for a vote.

Discuss upcoming garbage contract.

Ellen Tarpey
712 Robinwood

Mrs. Tarpey addressed some concerns that she had in regard to the upcoming garbage contract. Mrs. Tarpey also asked what the return in investment was for the Township.

Theodore Xidas
Robinwood Dr.

Ms. Xidas mentioned that she feels it is unfair for the Commissioners to remove the multi-unit properties of 4 or more from the upcoming Waste management contract. She addressed numerous of concerns she had with the possible change(s) to the upcoming contract and suggested a couple other options for the Board to consider.

Mr. Wells suggested the Township create a Solid Waste Analysis Committee.

Standing Committee Report – Public Safety

Discuss the approval of the application for the Drop Pension Benefit submitted by Officer Jeffrey Skees, with an effective retirement date of February 27, 2022.

Place on agenda for a vote.

Discuss the Rosslyn Farms Agreement. (Abel).

Mr. Abel mentioned that Rosslyn Farms had a meeting the night before in regard to the contract with Rosslyn Farms Borough. They have accepted the agreement.

Place on agenda for a vote.

Standing Committee Report – Public Works

Discuss the 2017 and 2018 Road Program.

Mr. Mitrovich mentioned that this year's weather caused a lot of cracking in the roads. He advised the Board that the paving company is aware of this matter and will be repairing the cracks once the weather turns around.

Environmental Committee (Sewer Committee and MS4 Updates)

Discuss advertising Worchester Dr. Sanitary Sewer re-alignment and replacement project.

Mr. Mitrovich explained that the work includes the complete installation of PVC gravity replacement piping.

Place on the agenda for a vote.

Discuss Ned Mitrovich doing cost analysis for the storm water runoff situation at the rear of Orchard Spring and Stancy Rd.

Mr. Mitrovich explained the situation to the Board of Commissioners and suggested that they consider doing the repair work for this property. He stated that he would go to the location and provide a cost analysis to the Board.

Place on the agenda for a vote.

Discuss having Ned Mitrovich apply for the next GROW program through Alcosan on behalf of the Township LOI due by April 2, 2018.

Mr. Mitrovich stated that this is a program that the Township has always applied for. The next application is due April 2, 2018.

Place on the agenda for a vote.

Parks and Recreation

Discuss the hiring of Renee Landy as the Recreation Director for the 2018 summer season in the amount of \$3,500.00.

Place on the agenda for a vote.

Discuss the hiring of John Nemeth as the Aquatics Director for the 2018 summer season in the amount of \$15,000.00.

Place on the agenda for a vote.

Discuss hiring Ron Ellis as a consultant for the 2018 summer season in the amount of \$4,000.

Place on the agenda for a vote.

Public Relations Report

Discuss utilization of the high school technology department to broadcast items regarding the Township on the Verizon (38) and Comcast (765) channels. (Calabria II).

Mr. Calabria II mentioned that the CV School district cannot do a live feed of the board meetings. However, they can record the meeting and then show it on the provided channels a day or two later. This will allow for any editing that would be needed.

Library Liaison Report

Discuss purchasing of tickets for the Library Adult Comedy Night on Saturday, April 7, 2018 at 7:00pm.

Place on agenda for a vote.

SHACOG

Discuss the approval of the SHACOG Joint Bid for O&M CCTV Inspection and Cleaning of Sanitary Sewers Lines – Year 8. (Form due to SHACOG by: February 16, 2018).

The Board of Commissioners

Discuss the approval of the SHACOG Joint Bid for Pipe Lining – Year 12. (Form due to SHACOG by: March 2, 2018).

Mr. Mitrovich said historically, the Township has not participated in this and advised the Board to opt-out.

The Board of Commissioners agreed.

Administration

Discuss the approval of holding The Annual Easter Egg Hunt at Scott Park on Sunday, March 25, 2018 at 2:00 p.m.

Place on agenda for a vote.

Discuss the approval of CivicReady, a mass notification system with a total investment for the first year in the amount of \$6,468.00 and an annual service fee in the amount of \$6,468.00 as Proposed. (Abel).

Place on agenda for a vote.

Discuss the request from the Western PA Kidney Support Groups for the use of the Lodge at no charge on Sunday, August 26, 2018 from 1:00pm to 6:00pm.

Mr. Castello asked if anyone knew of them or if any of them stated that they were Scott Residents.

No one on the Board knew of anyone within this Association.

Place on agenda for a vote.

Discuss the approval of Sandy Novelli, Finance Director to attend the 2018 Annual Statewide Conference for Government Finance Officers Association of Pennsylvania in the amount of \$400.00 plus hotel fees not to exceed \$500.00.

Place on agenda for a vote.

Discuss Committee memberships/reports.

Chartiers Valley Flood Control Authority
Environmental Advisory Board
Non-Uniform Pension Plan
Police Pension Plan

Mr. Bruckner stated that there will be some re-alignment of the Committee's.

Place on agenda for a vote.

Discuss Actuaries Error.

Mrs. Fitzgerald mentioned that she had her exit interview with the auditor last week. She has not signed the exit interview documents yet due to the error not being identified as an error on the actuaries' behalf and not the Townships.

Discuss update on RFP's for Engineering Services.

An extension was provided on the Submission of the RFP's for Engineering Services to February 16, 2018.

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

Commissioners Request

Mr. Wells

Mr. Wells addressed the concern he still has with the apron on Kerr Road and asked if anything has been discussed recently.

Mr. Lubin replied that the road crew would patch it for now.

Mr. Calabria

Mr. Calabria stated that the Public Works department is plowing the snow around the fire hydrants, which is causing the children to have to stand in the streets while waiting for the bus.

Mr. Giudici

Mr. Giudici stated that the catch basin on Greentree Road is approximately 3 to 4 inches deep of water.

Adjournment

Motion by Mr Wells, Second by Mr Giudici to adjourn the meeting.

The meeting was adjourned at 10:23p.m.

Attest:

