

**MINUTES  
SCOTT TOWNSHIP  
BOARD OF COMMISSIONERS  
301 LINDSAY ROAD, MAIN MEETING ROOM  
SCOTT TOWNSHIP, PA 15106  
AGENDA MEETING  
April 10, 2018**

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.

Moment of Silence was given for Mr. Ronald Ellis.

**Roll Call:**

Frank W. Bruckner, President	Present
Thomas M. Castello, Esq.	Present
Eileen L. Meyers	Present
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 - 9

ABSENT - 0

**ALSO PRESENT:** Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC  
Randy Lubin, Director of Public Services  
Todd Tulowitzki, Building Inspector and Code Enforcement Officer  
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.

Mr. Bruckner presented a proclamation to the Library for National Library Week.

## **Planning, Zoning and Code Enforcement**

Todd Tulowitzki  
Code Enforcement Officer

Mr. Tulowitzki provided a report for the Code Enforcement department. He stated that the Planning Board Committee did meet last week. They discussed the St. Clair Hospital Valet Parking lot and they did recommend approval for the variance that is needed. Mr. Tulowitzki explained that he had 30 permits to submit and he is currently working with MDIA to follow up with everything that they have worked on during his leave of absence.

Mr. Wells asked if people leaving the parking garage can make the right or does all traffic have to go to the left.

Mr. Tulowitzki replied that he asked how they are going to adjust the upper entrance as far as being able to turn right or if traffic will be forced to turn left. The appropriate people to answer this question were not there. Mr. Tulowitzki will provide an answer to the board once he receives it.

## **Solicitor's Report**

Discuss the request for TEFRA Approval.

Mr. McTieman stated that the Baptist Homes is requesting a TEFRA Approval. Christopher Rayl is here to discuss the request.

Christopher Rayl  
Eckert Seamans

Mr. Rayl stated that Baptist Homes is going to be starting construction for the new addition. In order for Baptist Homes to finance under tax exempt, they need approval from Scott Township which is why Baptist Homes is requesting TEFRA approval. Mr. Rayl continued to explain, with giving them approval, Scott Township is not in any way obligated with respect to finances, the approval also does not interfere with normal permitting process for the project itself.

Mr. McTieman asked to explain one of the concerns the board has is; the tax exempt nature of the property. Mr. McTieman also stated that one of the concerns the Township has is whether or not certifying the tax exempt nature bonds, but then claim that you're not a public charity subject to real estate tax.

Mr. Rayl replied that it would not have any effect on any proceedings related to real estate taxes.

Mr. McTieman proceeded with asking Mr. Rayl if he would have any rejection to including a clause stated that in the agreement.

Mr. Rayl said that they can include such language within the final resolution.

Mr. McTieman then asked Mr. Rayl if he thought Baptist Homes would be open to discussing related issues such as the Pilot agreement.

Mr. Rayl replied, that he doesn't represent Baptist Homes in respect to the project.

Mr. Wells asked if the new addition will be independent living.

Mr. Rayl replied, yes!

Mr. Wells commented that he pays \$4,000.00 a year in taxes on his property and its independent living too.

Mr. Rayl advised that Baptist Homes is aware of that.

Mr. McTiernan  
Solicitor

Mr. McTiernan reported on the transfer of the Mance property. He advised that the closing phase is near and there is no environmental hazard. If the property is sold they want the Township to pay their taxes, the current estimated amount on taxes is \$3,300.00.

Mr. McTiernan advised that Lamar advertising is requesting to reduce the Townships rate. Lamar currently has the Township rate at \$11,000.00 a year. They are requesting to reduce the rate to \$6,000.00 a year. The Township requested to maintain the same amount. Lamar has expressed that they are not able to stay at the \$11,000.00 as Lamar is not making any profit from the shelters in Scott.

## **Engineers Report**

### **Discuss awarding Worcester Drive Sewer Realignment.**

Mr. Mitrovich explained that bids were opened last month. The low bidder was from Bella Enterprises, Inc. in the amount of \$164,930.00. Mr. Mitrovich recommendation to the board to accept the lowest bidder Bella Enterprises, Inc.

Place on agenda for approval.

## **April 2018 Engineering Public Works Report**

### **Ordinance/Detail Update:**

The Planning Commission reviewed the final changes to the SALDA at their April meeting. The draft document will be resubmitted to the County and the process of adopting the ordinance will be initiated.

### **Deck Hockey Rink:**

Contractor advised they would return when weather breaks.

### **Contract 16-PK3 – Deck Hockey Rink Amenities:**

Contractor to ship the trim boards and instructions.

### **Idlewood Avenue Bridge:**

A project status meeting was held on April 9, 2018. A cost increase of \$2,600.00 required and approved by the Board for the utility conflict. A change order will be prepared. Also a section of gabion basket was found to be in poor condition. Alternates and costs are being reviewed. Culvert to be set once stream levels subside. Tentative schedule for Thursday. LSSE has reviewed Partial Payment Request No. 1 from the Contractor and recommend payment in the amount requested of \$89,569.80 (Attachment A).

St. Clair Hospital Ambulatory Care Center:

LSSE issued review letters dated March 27, 2018 for the Consolidation Plan (Attachment B) and March 28, 2018 for Land Development Plan (Attachment C). At the April 4, 2018 meeting, the Planning Commission recommended the zoning variance application related to the valet parking lot submitted by the hospital.

Stancey Stormwater Improvements:

As authorized, LSSE completed a desktop study of the existing drainage system and prepared an estimate to address the stormwater runoff in this area. Opinion of Probable Cost valued at \$455,000.00 was provided to the Township. As authorized, field surveys were completed and computations underway to refine the project cost.

2018 Road Program:

This was reviewed with the Township and reflects minor changes since last meeting (Attachment D). Direction on how to proceed is required.

Scrubgrass Road: The Township, PennDOT and LSSE met on Scrubgrass Road on March 15, 2018 to review the condition of the roadway. PennDOT plans to perform drainage improvements this year (2018) and repave the roadway next year (2019). PennDOT requested if the Township could partner with them to develop a method to manage the runoff from the Township property upslope of the roadway. The outfalls along Lindsay were reviewed. There would be limited benefit to work on the slope below Lindsay Road. Only feasible alternative would be improvements adjacent to Scrubgrass. This requires discussion at the Public Works Meeting.

**April 2018 Engineering Storm and Sanitary Sewer Report**

ALCOSAN GROW (Green Revitalization of our Waterways):

PHASE I

If no action to be expected by PaDEP, the remaining budget can be reallocated to other areas, if approved by ALCOSAN.

GROW 3: 2019 Source Flow Reduction and Sanitary Sewer Improvements

As authorized, a GROW 3 Letter of Interest (LOI) was submitted to ALCOSAN on April 2, 2018 (Attachment B).

ALCOSAN anticipates that projects to be considered for the application process will be announced between May 2018 and June 2018. The GROW Program guidelines require 60% design completion by time of announcement. It is recommended to proceed with the surveying and design tasks for this project. LSSE will forward a Service Order

Authorization (SOA) to the Township and meet with the Sewer Committee on May 1, 2018 to discuss same. Milestone dates from the LOI are as follows:

1.	Submit LOI to ALCOSAN	April 2018
2.	Initiate Design	April 2018
3.	Submit GROW Application	May-June 2018
4.	60% Design Completion	June 2018
5.	Execute Grow Grant	September 2018
6.	Complete Design	October 2018
7.	Right of Way Acquisition	Nov-Dec 2018
8.	Advertise for Bids	January 2019
9.	Award Bids	March 2019
10.	Start Construction	April 2019
11.	Complete Demonstration Project	April 2020
	Post Project Flow Monitoring	April 2020

Worcester Drive Sewer Realignment:

As authorized, bids for the subject project were opened on March 26, 2018. The apparent low bidder is Bella Enterprises, Inc. in the amount of \$164,930.00 (Attachment C – Bid Tabulation).

Review of the CCTV and Defect Reports provided for C-30, C-48, C-49 and C-53 was completed. A summary of the repairs completed including defect repairs and maintenance requested of the Township was provided by LSSE cover letter dated March 30, 2018 (Attachment D). The scope of work related to defect repairs was included as part of the grant request for the GROW 3: 2019 Source Flow Reduction and Sanitary Sewer Improvements Project. The remaining scope of work related to maintenance type repairs (e.g. cleaning, location of manholes, etc.) will be reviewed with the Sewer Committee on May 1, 2018.

Annual Training:

2018 Training of elected officials must be scheduled.

Permit Renewal Application:

PaDEP provided comments that were responded to on April 5, 2018 (Attachment E).

Annual Outfall Screening:

Year 1 (2018) Permit – Sampling is required.

**Finance Committee Report**

Discuss obtaining RFP's for Fuel and fleet management.

Mr. Wells suggested that the Township put an RFP out fuel and fleet management. He provided the option of having gas pumps on-site.

Mrs. Fitzgerald stated that the Fleet management would install gas tanks above ground. The tanks would allow the Township access to generate reports which will provide information for example whom is filling up, how much gas was used.

Mr. Bruckner confirmed that Fleet management would provide the Township with more capabilities of tracking the information versus just providing all drivers with a gas card. The company that will manage the fleet will install GPS tracking devices on each of the cars in order to collect the appropriate data.

Discuss approving the request from Bower Hill Volunteer Fire Department for their annual allotment in the amount of \$62,000.00 (breakdown provided in letter).

Place on agenda for a vote.

### **Standing Committee Report – Public Safety**

Discuss 'neighborhood watch now' program (Bruckner).

Mr. Bruckner stated that he is hosting a 'neighborhood watch' meeting for April 16, 2018 at 6:00pm.

### **Standing Committee Report – Public Works**

Mr. Calabria stated that he meet with Allegheny fencing Company in regard to the fencing that is needed at the batting cage in Scott Park. The proposed estimate is in the amount of \$1,600.00.

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

Mr. Giudici stated that the Sewer Committee meets the first Tuesday of every month if needed. The next meeting is scheduled for Tuesday, May 1, 2018 @ 7:00pm.

### **Parks and Recreation**

Discuss grand opening of the Dek Hockey Rink on Friday, May 18, 2018 at 4:00pm.

Mrs. Meyers recommended the Board have a grand opening on May 18, 2018 at 4:00pm for the opening of the Dek Hockey Rink.

Mrs. Fitzgerald mentioned that she would send out invitations to the State Representative, the local residents of that area, and the Pittsburgh Penguins.

**Discuss summer help program.**

Mr. Lubin stated that they only have 4 applicants as of right now.

**Discuss hiring two (2) Assistant Pool Managers for the 2018 season in the amount of \$8,000.00/each, as recommended by John Nemeth. (Names will be provided for April 24, 2018 meeting).**

Place on agenda for approval.

**Discuss hiring Joan Mulvihill and Kimberly Rekula as cashier in the amount of \$9.50 per hour, as recommended by John Nemeth.**

Place on agenda for approval.

**Discuss hiring lifeguards and swimming instructors for the 2018 summer season, as recommended by John Nemeth. (Complete list with names and rates of pay will be provided for April 24, 2018 meeting).**

Place on agenda for approval.

**Discuss hiring 3 grade supervisors for the 2018 summer recreation program in the amount of \$1,000.00/each, as recommended by Renee Landy. (Names will be provided for April 24, 2018 meeting).**

Place on agenda for approval.

**Discuss hiring the Mansfield Five for Community Day at a cost of \$750.00.**

Place on agenda for approval.

**Discuss possible P.O.S. System and front desk at Scott Pool.**

Mrs. Fitzgerald stated that Mr. Nemeth is getting proposals for a P.O.S. System to be installed at Scott Pool.

**Public Relations Report**

**Discuss authorizing advertisements being placed on the Township's digital sign in front of the municipal building.**

Mr. Bruckner stated that he had a constituents request advertising of a fundraiser dinner on the Township LED sign and advised to place this item on the agenda to be voted on.

### **Library Liaison Report**

Ms. Leone advised that there was a Board meeting for the Library Committee last night. Ms. Leone also said thank you for the proclamation in regard to National Library Week.

Mr. Lubin addressed the issue with the roof leak in the back hallway of the Library.

### **SHACOG**

Mr. Giudici mentioned the next scheduled meeting is at Mt. Oliver municipal building at 7:00pm.

### **Administration**

Discuss request by American Legion Post 290 to use the same parade route as last year for the Memorial Day Parade on May 28, 2018 beginning at 11:00 a.m. and a donation in the amount of \$400.00 for financial assistance for the parade.

Place on agenda for approval

### **Conferences and Workshops**

Mr. Wells wanted an update in regard to the new air Conditioning unit. He suggested that someone research if the duct work would be an issue instead of having to replace the entire unit.

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

### **Commissioners Request**

Mr. Calabria

Mr. Calabria mentioned that Our Lady of grace would like to request the use of a pavilion.

Mrs. Fitzgerald stated that it can be approved in office as they are requesting it on a week-day.

Mr. Calabria II


Mr. Calabria mentioned that St. Clair Hospital is hosting a follow up meeting on Tuesday, April 24, 2018 at 6:00pm.

### **Adjournment**



The meeting was adjourned at 9:42p.m.

**Attest:**



A handwritten signature in black ink is written over a horizontal line. The signature is cursive and appears to be the name of the attesting officer.