

**MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
AGENDA MEETING
December 11, 2018**

7:00pm 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.

Present:

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

Quests in attendance:

Denise H. Fitzgerald, Secretary – Township Manager
Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC
Randy Lubin, Director of Public Services
Lisha Mihalko, Assistant Secretary
Sandy Novelli, Finance Director
Todd Tulowitzki, Code Enforcement Officer
James Seccret, Chief of Police

Presentation to Adolph Podrugiel for the acceptance of a Proclamation for his 92nd Birthday and his 67th Wedding Anniversary.

Public Comments on Agenda Items Listed Below

To be addressed at the beginning of each Committee report.

Planning, Zoning and Code Enforcement

Todd Tulowitzki provided the following information from the Code Enforcement Office:

- Providence Point – first floor is 90% complete & Main Entrance has been reopened.
- Rental Inspections – 23 units = approximately \$1,150.00.
- Violation notices sent – 24, 2 hearings
- McDonald's is to reopen December 15, 2018.
- True Spa is moving in at Scott Town Center.
- Building permit report: 6 building permits issued totaling \$3,057.00.

Discuss the adoption of **Ordinance #1639-18** to vacate and relocate portion of North Wren Drive and to proceed with Court Petition for approval of vacating and Relocation

Place on agenda for a vote

Discuss the approval of the Developer's Agreement with the Municipality of Mt. Lebanon and St. Clair Memorial Hospital.

Place on agenda for a vote

Discuss the adoption of the Stormwater Management Agreement between St. Clair Memorial Hospital and the Township incident to the Hospital Development.

Place on agenda for a vote

Discuss the approval of the Permit Agreement with the Municipality of Mt. Lebanon regarding division of building permit fee.

Place on agenda for a vote

Discuss the approval of an agreement between St. Clair Hospital and the Township of Scott indemnifying and holding the Township harmless for actions related to the salting and plowing of the relocated portion of North Wren Drive prior to acceptance by the Township.

Place on agenda for a vote

Solicitor's Report

Mr. McTiernan stated that the Street Opening Permit Ordinance will be done in February. However, the advertisement for the change needs published.

Engineers Report

Discuss approval for the Township Engineer to create a Service Order Authorization for St. Clair Drainage Improvements.

Place on agenda for a vote

Discuss the approval of Partial Payment #4 (Final) for Contract No. 17-R02 – Idlewood Avenue Bridge Replacement to Stefanik's Next Generation Contracting Co., Inc. in the amount of \$50,838.53. (to be paid from the Bond Fund).

Place on agenda for a vote

Discuss the approval of payment from Traffic Planning and Design, Inc. for TPD# SCOT00002 – St. Clair Hospital in the amount of \$4,418.75. (to be paid from the Escrow Fund).

Place on agenda for a vote

Discuss the approval to raise the street opening permit fee from \$60.00 to \$100.00. (Bruckner).

Mr. Mitrovich stated that the majority of the surrounding municipalities are raising their street opening permit fee from \$50.00 to \$100.00. Scott Township's current fee is .50 per square feet.

Mr. Mitrovich asked if he could be provided with the latest bridge inspection for the Veterans Bridge.

Finance Committee Report

Discuss awarding contract for the Township's commercial liability, public officials, and police liability insurance to C.W. Howard Insurance Agency, Inc. in the amount of \$86,417, the Fire Departments Worker's Compensation to C.W. Howard Insurance Agency, Inc. in the amount of \$36,117, the Township's Worker's compensation insurance to C.W. Howard in the amount of \$248,071.00 and the Township's fire department auto to HUB International in the amount of \$20,693 for the year of 2019. Contract will run for a period of two years effective January 1, 2019.

Place on agenda for a vote

Discuss approval of the 2019 Tax Levy Ordinance and 2019 Budget Ordinance.

Place on agenda for a vote

Discuss Paychex time and attendance program at a cost of \$468.70 per month with a \$1,000.00 one time set up fee.

Place on agenda for a vote

Standing Committee Report – Public Safety

Discuss the approval of the application for the DROP Pension Benefit submitted by Officer Thomas Anestis, with an effective retirement date of February 27, 2022.

Place on agenda for a vote

Discuss the adoption of Resolution for the Disaster Emergency Operations Plan for Scott Township.

Place on agenda for a vote

Discuss the request from the Bower Hill Volunteer Fire Department to enter into a contract for a 2019 Ford F-550 Crew Cab Precision Heavy Duty Quick Attack Mini Pumper with an aggregate principle amount not to exceed \$365,000.00.

Place on agenda for a vote

Mr. Abel suggested possibly installing more cameras at the intersections within the Township.

Mr. Secreet stated that he would look into this subject.

Standing Committee Report – Public Works

Mr. Calabria mentioned that there is a Public Works Committee meeting scheduled for Monday, January 7, 2019. He also suggested looking into a way the Township could provide assistants with yard work to those who are of older age, possibly set up a program with the Scouts of America.

Environmental Committee (Sewer Committee and MS4 Updates)

Mr. Giudici mentioned that there is a Sewer Committee meeting scheduled for Monday, January 7, 2019, this is in conjunction with the Public Works meeting at 7:00pm.

Parks and Recreation

Mrs. Meyers mentioned that there was a parks and recreation meeting on December 3, 2018.

Mr. Lubin provided a report to the Board of Commissioners outlining all the items which were discussed during this meeting.

Public Relations Report

Discuss the request from Mr. Jordan Cavey for his Eagles Project in the amount of \$750.00 for the stone and the bench with engraving and sandblasting the patches on the stone.

Place on agenda for a vote

Library Liaison Report

Discuss approving the request from the Library for the use of the Community Room at no charge for Comedy Night on Saturday, April 6, 2019.

Place on agenda for a vote

SHACOG

Administration

Opening bids for Township Color Copiers and Printers:

Caltronics:

Konica Minolta Machines
Purchase all: \$19,825.00
\$378 / Month
\$646 / Month with maintenance

Ford Business Solutions:

Konica Minolta Machines
Purchase all: 28,737.00
\$575 / Month
\$1,093 / Month with maintenance

Canon Machines
Purchase all: \$28,837
\$541 / Month
\$1,058 / Month with maintenance

Discuss the approval of the commissioners to attend the Bi-Annual Legislative Reception of the Allegheny League of Municipalities to be held at Station Square; Downtown Pittsburgh January 17, 2019 in the amount of \$55.00 per person.

Place on agenda for a vote

Discuss the approval of Congress of Neighboring Communities (CONNECT) membership dues for 2019 in the amount of \$1,372.00.

Place on agenda for a vote

Mr. Mitrovich requested that the final payment for Kane Boulevard be added to the Regular Meeting for approval to pay.

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

Jane Sorcan
769 Lindsay Road

Ms. Sorcan thanked the Commissioners and the Townships Public Works department for the work that was put into cleaning up Kane Boulevard.

Commissioners Request

Mr. Wells suggested adding an additional step to the building permit process. He continued to explain that the individual who is requesting the building permit should confirm with the tax office that they are current with their taxes.

Mr. Wells also inquired about the pool management system.

Mrs. Fitzgerald stated that the Pool Manager; John Nemeth previously suggested using CivicRec.

Mr. Calabria stated that he received a call from a resident concerning the corner of Vanadium road and McMonagle. The individual is requesting a stop sign be installed at the corner. Mr. Calabria suggested the Chief completing a study to determine if a stop sign will help the traffic flow at this intersection.

Mr. Bruckner stated that he was made aware of mold and a leak in the roof of the Magistrates Office.

Mr. Calabria II mentioned that he received a phone call from one of his residents located on Kane Boulevard concerned with another neighbor's property as they have several cars on the lot with no plates.

Adjournment

The meeting was adjourned at 9:20p.m.

Attest:

A handwritten signature in blue ink is written over a solid horizontal line. The signature is cursive and appears to be "A. H. [unclear]".