

**MINUTES  
SCOTT TOWNSHIP  
BOARD OF COMMISSIONERS  
301 LINDSAY ROAD, MAIN MEETING ROOM  
SCOTT TOWNSHIP, PA 15106  
AGENDA MEETING  
March 12, 2019**

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	Present
David Calabria II	Present
Paul Abel	Present
Stacey Altman	Absent
David G. Calabria, Vice President	Present
William Wells	Present
Donald W. Giudici, C.P.A.	Present

PRESENT - 8

ABSENT - 1

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

Berkwood Drive Update

Michael Flick  
1713 Berkwood Drive

Mr. Flick stated that he is here to speak on behalf of 1700 Berkwood Drive in regard to the Group Home incidents that have recently happened. Mr. Flick stated that the house is still in horrible condition, the windows

are covered in plastic and not being replaced. Mr. Flick was asking if there was an update to provide at this time.

Mr. McTiernan explained that the Board of Commissioners met with some residents that had the same concerns. Mr. McTiernan stated that he drafted a letter to the Association specifically adding the incidents that were addressed recently with the two properties in general. He also asked for a meeting with the Township and the Group Home Association. The letter will be hand delivered and a copy is being sent to our County Councilman Patrick Catena.

### **Public Comments on Agenda Items Listed Below**

To be addressed at the beginning of each Committee report

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

Mr. Fischer provided an update to the following items:

1. Providence Point
  - a. The building will be finishing on the 5<sup>th</sup> floor next week. This is the maximum height for the building.
  - b. The fire suppression plan (sprinkler system) was rejected. The new set of plans need to be reviewed.
  - c. Completed the acceptance test on the Ansul System, Fire Alarm, and the Fire Suppression System located in the dining room.
  - d. Code Enforcement met with PJD in regard to the fireproofing of some of the structural changes.
2. True Spa is complete and opening this weekend. They have also received their Certificate of Occupancy.
3. Quest Lab located in Glendale shops is almost complete. The Townships Code Enforcement Officer did the acceptance test of the fire alarm systems and it failed. Corrections will be made and re-tested. This project should be completed by the end of the month.
4. Bridge City Beverage is working on the remodeling of the store located on Cochran Road.
5. Pin Ball Warehouse was sold and an aluminum extruded metal company is moving into the space.
6. El Campasino Restaurant has submitted their plans for the new Mexican restaurant to be located in the old Kings location.
7. St. Clair Hospital Project
  - a. Plans are in review with Scott Township and Mt. Lebanon (over 300 pages).
  - b. Contractors are currently using shoot concrete and bolts to hold back the earth till the foundation walls are in place. The contractor is still digging for the foundations.
  - c. The hospital will be going back to the original street lights as approved on the plans.
  - d. Review was completed for the computer modeling of the smoke evacuation system.
8. Planning Board Items
  - a. Hazardous Tree Ordinance.
  - b. Street Opening Permit Ordinance.
  - c. Digital Signage Board and the location of them.
9. Rental Inspections Completed this month: 53 units – approximately \$2,650.00
10. 21 Violations sent.
11. 6 Building Permits have been issued.
12. Property located at 423 Thompson has been boarded up.

13. Code Enforcement Office is working on cleaning up and closing out a lot of open permits.
14. Letters were sent advising the utilities of the change in the cost of a Street Opening Permit.
15. Notice for the mechanical devices permits will be going out by the end of the month.

Discuss the approval to advertise for a Code Enforcement Officer.

Place on regular agenda for a vote.

### **Solicitor's Report**

Mr. McTiernan stated that he had a conference call with Mr. Fischer, Mr. Tulowitzki, and Mrs. Fitzgerald to discuss the properties located on Greenbrier Road. These properties have been sitting abandoned for some time now however the Township cannot Sheriff Sale these properties due to the property taxes being paid. Mr. McTiernan advised adding the motion to authorize a petition for conservatorship of 46-48 Greenbrier Drive and 60-62 Greenbrier Drive.

Mr. Bruckner mentioned that he received a suggestion from a constituent asking for speed bumps to be placed on Greenbrier Drive.

Mr. Abel replied that the speed bumps can be considered once the weather changes.

### **Engineers Report**

Discuss the submission of Letter of Interest to ALCOSAN to be considered for funding through ALCOSAN's Green Revitalization of our Waterways – Cycle 4.

Place on regular agenda for a vote.

Discuss obtaining proposals for a traffic Engineer for the green light go Grant.

Mr. Abel also suggested putting in pedestrian lighting along Greentree Road.

Place on regular agenda for a vote.

Discuss the potential of installing an LED street light at the intersection of Foxcroft and Stancey with a monthly electrical usage fee of approximately \$10.00/month.

Mr. Mitrovich stated that the Township was in contact with PennDot. They advised that they can install the equipment on the existing telephone pole. The Township would only be responsible for the monthly electrical use.

Mr. Mitrovich suggested putting this on the regular agenda.

Update to the Federough property sewer problem.

Mr. Mitrovich stated that the camera couldn't go all the way through the pipes so they were not able to determine where the water is flowing to. He suggested using smoke bombs in the sewer lines. This will allow the Township to examine the water flow.

Ned Mitrovich provided the below report:

**March 2019 Engineering Public Works Report**

Ordinance Update:

- Street Opening – LSSE drafted revisions to the ordinance which were reviewed by the Planning Commission at their February and March meetings. Final Street Opening Ordinance to be advertised following Planning Commission review and Board review. Adoption of the Street Opening Ordinance by Scott Township is anticipated in the spring.
- Sign Regulations – The Planning Commission reviewed revisions to the billboard and electronic messaging sign regulations within the Zoning Ordinance at their February and March meetings.

St. Clair Hospital Ambulatory Care Center:

- Street lighting has been an ongoing issue. The Hospital has resubmitted proposed lighting specifications similar to their original submission. The Township Traffic Engineer is reviewing the technical detail and the Code Enforcement Officer is coordinating maintenance requirements (the hospital proposes the Township contractor conduct maintenance).
- The hospital has committed to installing the signage but has requested Township direction with respect to placement.
- As requested, LSSE issued a letter directing the Hospital to remove and replace the ADA ramps and curb cuts in the vicinity of the mid-block crosswalk.

2019 Road Program:

Final road list has been selected. LSSE provided the Township with the revised Opinion of Probable Cost and is preparing the bid documents. LSSE provided the Township with the advertisement. Bids are scheduled to be opened at the April 9, 2019 Board of Commissioners Meeting.

Vanadium Road Sidewalks:

LSSE provided the Township with the advertisement. Bids are scheduled to be opened at the April 9, 2019 Board of Commissioners Meeting.

CD Year 44 Georges Run Stream Restoration:

LSSE submitting final contracts to SHACOG.

Greentree Animal Clinic:

No response has been received. As discussed at the Sewer Committee Meeting, it was recommended that the Solicitor prepare a letter to the property owner.

Rita's Italian Ice:

Based on the written representations made by Ackenheil Engineering, Inc. (AE) and provided they observe the work and produce a geotechnical certification indicating all work was performed in accordance with AE's recommendations, LSSE suggests that the work proceed on an emergency basis and be completed as soon as possible.

Scott Park Baseball Field:

LSSE prepared an Opinion of Probable Costs and Preliminary Site Plan for the Township to submit a DCNR Grant for a synthetic turf infield.

**March 2019 Engineering Storm and Sanitary Sewer Report**

ALCOSAN Transfer Agreement:

LSSE participated in a conference call with the Solicitor and Township on February 28, 2019 to discuss the technical aspects of the Transfer Agreement.

GROW 1: 2017 Stream Inflow Removal Project:

A meeting was held with the Contractor on March 4, 2019, and the supporting documentation was received. Change Order No. 4 (Final) was prepared to include this work and to adjust the Contract amount based on field measurement of in place quantities. The change order includes a net increase of \$2,324.25 and is being forwarded to the Contractor for execution. ALCOSAN approved the extension to December 31, 2019.

GROW 3: 2019 Source Flow Reduction and Sanitary Sewer Improvements:

Bidding is anticipated in April 2019. A right-of-way list is being prepared.

GROW 4:

ALCOSAN advised that additional funding remains in the "GROW" Program. They are allowing certain prior work to be considered for reimbursement. These are Source Flow Reduction projects only.

ACO Feasibility Study:

This item remains outstanding and is part and parcel of the regionalization agreement. Satisfaction of these feasibility studies is contingent upon execution of the ALCOSAN Transfer Agreement. It should be noted, however, that this study was based upon the "convey all" methodology that ALCOSAN was promoting at that time. Upon reading the ALCOSAN Transfer Agreement, it seems as though their approach has changed (revise scope with regulators and pass associated project costs along to municipalities).

Worcester Drive Sanitary Sewer Realignment Project:

LSSE provided opinion on Bella Enterprises, Inc. letter to Solicitor on March 1, 2019. Solicitor responded to Bella Enterprises, Inc. on March 1, 2019. Solicitor to schedule meeting with Bella Enterprises, Inc. and Scott Township.

Worcester Drive Additional Sanitary Sewer Repairs:

This project may be combined with the above section of Worcester Drive.

Lind Way Wildcat Sewer:

At the Sewer Committee Meeting it was recommended the Solicitor submit a letter to the homeowners.

Scrubgrass Sanitary Sewer Repair:

One price proposal was received in the amount of \$13,850. Scott Township approved an expenditure not to exceed \$13,850 for this project. Additional price proposals are being solicited by Public Works. Once received, the work will proceed.

Stormwater Issue at 322 Boden Avenue:

Conducted field meeting with Dean Losego on Friday, March 8, 2019, as requested concerning stormwater / groundwater drainage onto his property. Prior attempts at internal inspection of the cast iron sewer line were not

successful in identifying the source of the discharge. Should the Township want to pursue this matter, smoke testing should be conducted to identify the drainage area served by the cast iron pipe. Direction from Township is needed. This will also require a field review of all upstream runoff sources.

### **MS4 Phase II Stormwater**

#### 2019 Scope of Work:

Annual Municipal Official training should be scheduled and incorporated into an upcoming meeting agenda.

#### Pollutant Reduction Plan:

It is recommended that a scoping document be prepared to identify costs, expected pollution reduction credits, and coordination with storm drainage projects. LSSE to prepare SOA for this work.

#### Stormwater Fee:

Stormwater fee implementation by First Class Townships is anticipated. House Bill No. 473 Session of 2019 (Attachment B) is an amendment that would specifically provide for a First Class Township to assess a Stormwater Fee. Currently, LSSE is evaluating all impervious areas, which is the first step in the fee computation.

### **Storm Sewer and Drainage**

#### Stancey Road Stormwater Improvements:

CFA will be accepting applications for the Flood Mitigation Program from February 1, 2019 through May 31, 2019. This program requires Township matching funds in the amount of 15% of the total project cost and a \$100.00 application fee.

#### Scrubgrass Road:

Summary email dated February 13, 2019 included as Attachment C. Public Works conducted additional physical inspection. Request authorization for in-house work to be performed.

#### Township Wide Flooding:

Suggest inclusion in PRP study.

#### Berkwood Study:

Suggest inclusion in PRP study.

#### St. Clair Drainage Improvements:

Authorization to proceed was issued. Work to begin. Anticipate summer bidding.

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

Discuss the approval of payment to The Phoenix Benefits Group, Inc. for Investment Consulting Services for the Police Pension Fund in the amount of \$695.00 and the Non-Uniform Employees Pension Fund in the amount of \$500.00. (to be paid from the respective funds).

Place on regular agenda for a vote.

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

Mr. Abel gave a thank you to Officer Skees and Officer Arlet for handling an arrest this past week.

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

Discuss the letter of retirement from Gary Turner, Public Works Employee; effective May 31, 2019.

Place on regular agenda for a vote.

Discuss the approval to advertise for two (2) Public Works Employees.

Mr. Calabria II suggested budgeting for another Public Works employee since the Township is aware that there are 9 Public Work Employee's retiring in the next couple of years.

Mr. Wells said this is something that would have to be discussed during budget season.

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

### **Parks and Recreation**

Bid opening for Concession Stand at Scott Pool.

Mr. Wells asked if this was something that the Pool Management Company could handle.

Mrs. Fitzgerald replied that it is something that they are able to handle. However, we also wanted to send a bid out as well, therefore the Township will be able to provide a cost efficient agreement for the concession stand at the pool.

Nobby's Pizzeria, LLC. was the only proposal received.

Place on regular agenda to award Nobby's Pizzeria, LLC.

Discuss donating \$1,500.00 to Scott AA for start up expenses for the Dek Hockey portion of the Association, and the proceeds from the Dek Hockey Banner sales in the amount of \$863.00.

Mr. Calabria II stated that the \$863.00 is the remaining proceeds from the Dek Hockey Banner sales. In addition, the Township would provide \$1,500.00 as a start up fund. The expense to start up the Dek Hockey program was approximately \$2,000.00.

Mr. Calabria suggested taking the \$1,500.00 out of the Public Works Improvements fund.

Discuss the request from the Girl Scout Troop to use the Lodge at no charge on Friday, March 22, 2019.

The Board of Commissioners approved the Girl Scout Troop the use of the Lodge at no charge on Friday, March 22, 2019. Place on regular agenda for a ratification of vote.

## **Public Relations Report**

Presentation by Jorden Cavey for his Eagle Scout Project.

Mr. Bruckner stated that Mr. Murphy was not able to attend tonight's meeting, however he wanted to say thank you to everyone who was involved in the Train Display.

## **Library Liaison Report**

Mr. Giudici stated that the Library Committee will be meeting on Monday, March 4, 2019. The library did find some storage space. However, they are still in need of more space. Mr. Giudici stated that the Library is requesting a Proclamation for National Library Week and he also asked if the Township Commissioners would contribute the Community Room at no charge for Trivia Night on Saturday, September 14, 2019.

Place on regular agenda for a vote.

## **SHACOG**

Discuss the approval of the SHACOG Joint Bid for O&M Preventive Maintenance of Sanitary Sewer Lines – Year 9.

The Board of Commissioners advised to have this removed from the agenda. No interest! Mr. Giudici also mentioned that the next meeting is scheduled for March 21, 2019 at 7:30pm. April will be the SHACOG Annual Dinner at Nevillewood. More information to follow.

## **Administration**

Discuss the proposals for a phone system within the Administration Office; one to North Star Communications in the amount of \$7,805.00 for equipment and installation, and another to Hover Networks for approximately \$19,200.00 for twenty four months of voice over I.P. Services.

Place on regular agenda for a vote.

**Discuss Resolution** for disposition of records listed below:

<b>Real Estate</b>	<b>2012 and Back</b>
Payment entry books, also counterfoils used in making up deposits.	
<b>Earned Income net profits Tax</b>	<b>2012 and Back</b>
Individual payment cards and proof of earnings, W2's, Schedule C, Etc.	
<b>Occupation Tax</b>	<b>2012 and Back</b>



Ledger books used to record payments.	
<b>Mercantile Tax</b>	<b>2012 and Back</b>
Ledger books used to record payments.	
<b>Monthly Reports</b>	<b>2012 and Back</b>
Information and deposit slips used to compile monthly reports for Real Estate, earned income tax, occupation tax and mercantile tax.	
<b>Sewage Records</b>	<b>2012 and Back</b>
Individual payments, edit and posting reports.	
<b>PROOF OF PUBLICATION</b>	<b>2009 and BACK</b>
Advertisement Purposes	
<b>ETHICS COMMISSION STATEMENTS</b>	<b>2009 and BACK</b>
Financial Statements	
<b>SEASONAL EMPLOYMENT</b>	<b>2003 and BACK</b>
Public Works Summer Help, Pool Summer Help, Crossing Guards	
<b>UNION GRIEVANCES</b>	<b>2011 and BACK</b>
<b>APPLICATION FOR EMPLOYMENT</b>	<b>2016 and BACK</b>
<b>NOTICE OF VIOLATION OF MUNICIPAL ORDINANCE</b>	<b>2017 and BACK</b>
<b>EMPLOYEE HEALTH INSURANCE CLAIM FILES</b>	<b>2013 and BACK</b>

Mr. Castello suggested changing the Notice of Violation of Municipal Ordinances to 2014 and back.

### **Conferences and Workshops**

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

Jamie Hofacker  
1899 Greentree Road

Ms. Hofacker requested an update to the Greenbrier Road issue.

Mr. Abel replied that he has been in communication with David and they are waiting for the weather to break. Once, the weather gets better; Mr. Abel and Mr. Mitrovich will be looking at the area to determine if the Township can provide any assistants.

#### **Commissioners Request**

Mr. Wells asked if the Board can get a report on the 2018 Real Estate Taxes prior to them going out and requested a follow up on the Sheriff Sales.

Mr. Bruckner said thank you to everyone for the sympathy him and his family received due to a death in his family.

#### **Adjournment**

The meeting was adjourned at 9:34p.m.

**Attest:**



