

**MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
REGULAR MEETING
August 25, 2020**

6:30pm Zoom Executive Meeting:

Personnel

7:00pm Conditional Use Hearing:

Billboard: Kenjoh Outdoor LLC/Gaul Legal LLC.

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

Roll Call:

David G. Calabria, President	Present
Thomas M. Castello, Esq.	Present
Kathy Gazda	Present
Angela Wateska	Present
Nicholas Seibel	Present
Michelle Sedlak	Present
William Wells	Present - Zoom
Stacey Altman, Vice President	Present
Eileen L. Meyers	Present

PRESENT - 9

ABSENT - 0

ALSO PRESENT:

Denise Fitzgerald, Manager
Robert McTiernan, Esq., Solicitor, Tucker Arensburg, PC – Zoom
John Vogel, Esq., Solicitor, Tucker Arensburg, PC
Marie Hartman, P.E.; Engineer, Lennon, Smith, Souleret Engineering, Inc.
Thomas Kelley, Director of Public Services
Mark Mox, Planning/Zoning/Code Enforcement Officer
Matt Podsiadly, Chief of Police
James Secreet, Police Superintendent
James Stoker, Information Technology Technician Manager
Lisha Mihalko, Assistant Township Secretary

Approval of Agenda

Motion to approve the agenda, as submitted.

Motion by Ms. Altman, second by Mrs. Meyers to approve the agenda, as submitted.

All in Favor

Motion Carries (9-0)

Public Comments on Agenda Items Listed Below

To be addressed at the beginning of each Committee report

Bill List

Motion to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$1,268,492.17.

Motion by Mr. Wells, second by Mrs. Wateska to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$1,268,492.17.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Planning, Zoning and Code Enforcement

Motion to re-appoint Ken Lee as a member to the Planning Commission, for a 4-year term. Effective September 1, 2020 thru September 1, 2024.

Motion by Mrs. Meyers, second by Mr. Wells to re-appoint Ken Lee as a member to the Planning Commission, for a 4-year term. Effective September 1, 2020 thru September 1, 2024.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes

Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to re-appoint Donald Kaminski as a member to the Planning Commission, for a 4-year term. Effective September 1, 2020 thru September 1, 2024.

Motion by Mr. Seibel, second by Ms. Altman to re-appoint Donald Kaminski as a member to the Planning Commission, for a 4-year term. Effective September 1, 2020 thru September 1, 2024.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to ratify the approval to advertise for a Conditional Use Hearing for the application filed by Kenjoh Outdoor, LLC/Gaul Legal, LLC. for a billboard, with an electronic message sign to be placed on the property at Interstate 79, Bridgeville, PA 15017, Lot & Block #101-N-100; currently zoned C-3, General Commercial.

Motion by Mr. Castello, second by Mrs. Meyers to ratify the approval to advertise for a Conditional Use Hearing for the application filed by Kenjoh Outdoor, LLC/Gaul Legal, LLC. for a billboard, with an electronic message sign to be placed on the property at Interstate 79, Bridgeville, PA 15017, Lot & Block #101-N-100; currently zoned C-3, General Commercial.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes

Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to approve or deny the application filed by Kenjoh Outdoor Advertising, LLC. for a conditional use approval to install a billboard with an electronic message sign on the property located on the western side of I-79, owned by Collier Development, LP, Zoned C-3, General Commercial, subject to the satisfaction of the conditions within the Township Engineer's review letter dated August 3, 2020.

Motion by Mrs. Meyers, second by Mr. Castello to approve the application filed by Kenjoh Outdoor Advertising, LLC. for a conditional use approval to install a billboard with an electronic message sign on the property located on the western side of I-79, owned by Collier Development, LP, Zoned C-3, General Commercial, subject to the satisfaction of the conditions within the Township Engineer's review letter dated August 3, 2020.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Solicitor's Report

Mr. McTiernan stated that the items he has will be discussed during Executive Session. He then asked Mr. Vogel to make a comment on the local Ordinance regarding Airbnb's which will be submitted to the Planning Commission for review.

Mr. Vogel stated that they are looking into regulating Airbnb's within the Township via an Ordinance. This Ordinance will be reviewed and recommended for approval by the Planning Commission.

Engineers Report

Discuss the Worcester Drive Sanitary Sewer Replacement Project.

Mrs. Hartman stated that this is the second sanitary sewer line that was damaged by the utility pole. There were several places within the sewer line that was determined needing repaired and at least one section of the line that will need replaced. She stated that Mr. Kelley is still televising the other two sections, so Mrs. Hartman would ask that the Board of Commissioners delay this until the next meeting. This will allow her more time to determine if other repairs are needed.

Motion to approve the 2020 Sanitary Sewer System Cleaning and CCTV project in accordance with the ACHD Administrative Consent Order with an estimate cost of \$200,000.00. (To be taken from the Sewer Fund – Budgeted \$50,000.00).

Mr. Seibel asked if this is a requirement.

Mrs. Hartman replied yes. The requirement is to do 5% of the sewer line every year. This project is being scheduled to catch up to where the Township should be.

Mr. Calabria asked if there was a grant with this project.

Mrs. Hartman replied, she is not aware of any grant funding being available for this project.

Mr. Calabria asked the Board if they agreed with paying the full amount or half at this time.

Mr. Wells asked Mrs. Fitzgerald to explain what the sewer funds current status is.

Mrs. Fitzgerald stated that to date the Township has only received two quarters. The funds are coming in as anticipated. However, she would suggest to the Board that they not go above what has been budgeted for this year.

Mr. Castello asked how many years the Township has to complete the required projects.

Mrs. Hartman stated that she wasn't sure, she would have to look into it. She is aware that the Township has skipped other years.

Mr. Castello said he is worried if the full amount is not spent this year, then next year it may be \$300,000.

Mrs. Hartman said that the Township is required to spend \$50,000 per year.

Mr. Castello said that he understands Mr. Calabria's argument, but the deadline is not going to be approved for an increase.

Mr. Wells suggest that they do \$75,000 this year, the money isn't going to evaporate and if residents start to pay with the sewer user increase, he feels that the Township will be more stable to move forward the following year. Mr. Wells suggested taking the managers recommendation.

Ms. Altman asked if they budget \$50,000 this year, then next year they would have to budget \$150,000.

Mrs. Fitzgerald said that next year the Township would have to budget \$200,000.

Mr. Wells said that the way the sewer user fee was changed it can't be used for anything else so it will still be in there next year.

Mrs. Fitzgerald stated that sewer projects for this year are currently at \$1,600,000. She stated that the money that was budgeted for the Orchard Spring and Ryan Drive project can be moved over to fund this project since that project was not moving forward at this time.

Mr. Calabria suggested doing \$100,000 this year since the other project is not moving forward.

Motion by Mr. Castello, second by Ms. Altman to approve the 2020 Sanitary Sewer System Cleaning and CCTV project in accordance with the ACHD Administrative Consent Order with an estimate cost not to exceed \$100,000.00. (*To be taken from the Sewer Fund – Budgeted \$50,000.00*).

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Standard Reports

Standing Committee Report – Finance

Motion to ratify approval to advertise for proposals for custodial services for the Police Plans, the Drop Pension Plans, and the non-uniform plan.

Motion by Mr. Wells, second by Mr. Castello to ratify approval to advertise for proposals for custodial services for the Police Plans, the Drop Pension Plans, and the non-uniform plan.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes

Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to approve or deny the request from Bower Hill Volunteer Fire Department for the release of their remaining annual allotment in the amount of \$50,000.

Mr. Wells asked if the Bower Hill Fire Department provided an audit as the Township has requested.

Mrs. Fitzgerald advised that they submitted a Financial Review Report. She stated that she is aware that this is different from an audit. She knows the Board has had discussions in the past asking the Fire Departments to supply the Township with an audit before releasing any funding to them.

Mr. Castello stated that the discussion to have the Fire Departments provide an audit didn't come up until June of this year when East Carnegie requested their allotment and Bower Hill provides the Township with documentation of everything, they have spent their allotment on and he believes they have always provided an audit every year as well.

Mr. Calabria asked if they could have an audit submitted for the 2021 budget.

Mr. Castello responded that Bower Hill has always provided the Township with a report during budget time.

Mr. Wells asked if this is what the Board of Commissioners has agreed upon. This year's allotment will be provided to them, however next year they will need to provide an audit to the Township prior to the release of payment to them.

Mr. Castello stated that two Fire Departments provided the township with detailed reports reflecting what the funding was used for.

Mr. Wells said that the financial reports are different from an audit.

Mr. Castello said that he is aware. He also stated that back in June when all this came up with East Carnegie Fire Department the Board asked them this year if they could provide the Township with an audit, he stated that the Fire Departments get an audit completed at the end of the year to close their books.

Mr. Wells asked Mrs. Fitzgerald if she could send a letter to all the Fire Departments asking them to provide an audit report.

Mr. Seibel suggested having the Fire Departments provide an audit every 3 years to save on cost. He stated that if the Township is going to request additional audit's then the Fire Departments allotted funding may have to increase as well to handle the expense of the audit.

Mr. Wells suggested the Commissioners request an audit for this year and then request an audit every 3 years after that.

Mr. Calabria said at least get an audit for this year, because we want to make sure that East Carnegie is running well.

Mr. Wells said that the Fire Departments should be providing the Township with something that identifies what they have in the bank versus what kind of funding they need from the Township.

Ms. Altman stated that they provide a report to the Township every year during budget season.

Mr. Wells replied that they do not.

Mr. Castello said yes, they do. They provide their financial records.

Mr. Wells stated that he has never seen a report like this in 12 years.

Mr. Castello stated that the Commissioners are provided with a report every year.

Mr. Wells said that the Commissioners do not know what the Fire Departments have in the bank.

Mr. Calabria said that the Commissioners did not know that they had \$200,000.00 in the bank when they were asking the Township for more funding. If they have that money in their savings then why do they need funding from the Township.

Mr. Castello said that they need it for Capital Improvements.

Ms. Altman said that she feels that this request should be paid at this time.

Mr. Wells stated that Mrs. Fitzgerald should request a complete audit at least for next year and every 3 years after that.

Motion by Mr. Wells, second by Ms. Altman to approve the request from Bower Hill Volunteer Fire Department for the release of their remaining annual allotment in the amount of \$50,000.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to approve of payments for the invoices from Peirce Park Group for Investment Consulting Services for the 1st quarter to the Police Pension Plan in the amount of \$11,905.62 and the Non-Uniform Pension Plan in the amount of \$5,651.04, and the 2nd quarter to the Police Pension Plan in the amount of \$12,661.38 and the Non-Uniform Pension Plan in the amount of \$6,079.05. (To be paid from the respective pension funds).

Motion by Mr. Wells, second by Mr. Castello to approve of payments for the invoices from Peirce Park Group for Investment Consulting Services for the 1st quarter to the Police Pension Plan in the amount of \$11,905.62 and the Non-Uniform Pension Plan in the amount of \$5,651.04, and the 2nd quarter to the Police Pension Plan in the amount of \$12,661.38 and the Non-Uniform Pension Plan in the amount of \$6,079.05. (To be paid from the respective pension funds).

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Standing Committee Report – Public Safety

Motion to approve the stop sign at the corner of Paul and Finley to make it a permanent sign. (Meyers).

Mr. Calabria stated that the motion for the stop sign has become a barrier concerning the voting of the Board of Commissioners. Everyone has their own opinion in this matter. As President, he believes it is his duty to provide information to all members regarding any regulations and policies for the stop sign. His background in traffic engineering to install a sign without warrants is contradicting to such guidance. His opinion is not based on any personal conflict against his colleagues, but based on the sign and pavement marking handbook for local municipalities. The Board of Commissioners may decide to overrule the regulations for this specific case presented by a mother and a daughter. When this occurs, the Township must accept it and move on. However, he cautioned the Board this sign matter certainly puts the Township on the spot, in the event that any accident would occur at this location consequences may arise with potential litigation. At this time, he would like to amend the motion to read: 'Motion to approve the stop sign to be permanent and that the warning signs 'School Bus Stop Ahead' and a 'Watch Children' sign, with an adversary speed plaque be installed regardless of the decision to approve or deny the stop sign. He believes these signs exemplify the need at the intersection and to overlook them would not be in the best interest for the safety of the children.

Mr. Calabria stated the amendment to the motion: Motion to approve the stop sign to be permanent and that the warning signs school bus stop ahead and a watch children sign, with an adversary speed plaque be installed regardless of the decision to approve or deny the stop sign.

Mr. Seibel second the motion.

Motion by Mr. Calabria, second by Mr. Seibel to amend the motion to reflect as discussed above.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Mrs. Meyers stated that she would like to make a motion to make the stop sign permanent, along with Mr. Calabria's motion to add the 'School Bus Stop Ahead' and 'Watch Children' sign and recommended speeds. She also wanted to state for the record that this is not just a mother and daughter request, everyone got a copy of the petition and can see that this is a request from others as well.

Mr. Seibel second the motion.

Mr. Wells asked if there was a way to eliminate the stop sign at St. Ignatius Church and then change the temporary stop sign as a cross walk.

Mrs. Meyers said that her personal opinion, she feels that the stop sign should stay since that building is used as a daycare facility now.

Motion by Mrs. Meyers, second by Mr. Seibel to make the stop sign permanent, along with Mr. Calabria's motion to add the 'School Bus Stop Ahead' and 'Watch Children' sign and recommended speeds.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	No
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	No
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes

Motion Carries (6-3)

Motion to hire an entry-level Patrolman from the following list of certified candidates as recommended by the Civil Service Commission, effective September 20, 2020 at 80% of base salary, conditional upon passing of physical and psychological exams. The officer shall fill the vacancy created by the retirement of former Chief James Seecret and the promotion of Matthew Podsiadly to Chief of Police. (As approved in the 2020 budget).

- James J. Pasqualino
- Matthew S. Tharp
- Gavin J. Chatham

Motion by Mrs. Gazda, second by Ms. Altman to hire an entry-level Patrolman from the following list of certified candidates as recommended by the Civil Service Commission, effective September 20, 2020 at 80% of base salary, conditional upon passing of physical and psychological exams. The officer shall fill the vacancy created by the retirement of former Chief James Seecret and the promotion of Matthew Podsiadly to Chief of Police. (As approved in the 2020 budget).

Roll Call:

Thomas M. Castello, Esq.	Chatham
Kathy Gazda	Chatham
Angela Wateska	Chatham
Nicholas Seibel	Chatham
Michelle Sedlak	Chatham
William Wells	Chatham
Stacey Altman, Vice President	Chatham
Eileen L. Meyers	Chatham
David G. Calabria, President	Chatham

Motion Carries (9-0)

Standing Committee Report – Public Works

Environmental Committee (Sewer Committee and MS4 Updates)

Parks and Recreation

Motion to prepare or cancel Octoberfest.

Mrs. Meyers opened the floor for Mrs. Watson and Mrs. McFerron to open the discussion.

Mrs. Watson stated that she was waiting to hear what the results of tonight's vote. Mrs. Watson stated that if the Board of Commissioners don't want to move forward with Octoberfest, her and Mrs. McFerron had the idea of hosting a Trunk or Treat event.

Mr. Calabria feels that Octoberfest should be canceled.

Ms. Altman said that Trunk or Treat is a great idea if the rest of the Board is okay with that. That is an event that can be controlled with social distancing and mask wearing.

Mr. Calabria agreed, but feels that Octoberfest should be canceled.

Mrs. Meyers said that Octoberfest is close to her heart as she has been working that event for many years, but she also agrees with canceling the event due to the circumstances. Mrs. Meyers also agrees to host a Trunk or Treat event.

Motion by Mrs. Meyers, second by Ms. Altman to cancel Octoberfest for 2020.

All in favor
Motion Carries (9-0)

Motion to approve placing a plaque on an existing bench and planting a tree in memory of Mr. and Mrs. Stevens. (Meyers).

Motion by Mrs. Meyers, second by Mr. Castello to approve placing a plaque on an existing bench and planting a tree in memory of Mr. and Mrs. Stevens.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Motion to extend the pool season to Monday, September 7, 2020.

Motion by Mrs. Meyers, second by Mrs. Sedlak to extend the pool season to Monday, September 7, 2020.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Mr. Wells asked Mrs. Fitzgerald to explain how much money the pool is losing each day.

Mrs. Fitzgerald said it was approximately \$2,000 per day.

Mrs. Meyers said that the cost will also decrease with the majority of the staff returning back to school.

Public Relations Report

Ms. Altman stated that everything has been put on hold due to the building being closed. She asked if the President of the Board would like to move forward with the presentation.

Mr. Calabria suggested talking to Chief.

Ms. Altman said that she would follow up after speaking with the Chief.

Library Liaison Report

Mrs. Sedlak mentioned that the Library is providing services via curbside pick-up, virtual library services, and WIFI is still available outside the Library building. The Library was not able to hold their annual Book Sale event, so the library has set up tables in the lobby of the municipal building and they are requesting a small donation for any books you take. She also mentioned that September is Love your Library month. The Library will be hosting a basket raffle full of local business gift cards and Texas Road House Dine-In or Take-Out on September 10, 2020.

SHACOG

Mr. Calabria advised that there was a SHACOG meeting on Thursday. SHACOG wanted everyone to get a copy of 'the research to action plan' Mrs. Fitzgerald emailed the Board of Commissioners the information.

Standing Committee Report – Administration

Conferences and Workshops

Motion to approve or deny the Code Enforcement Officer attending the virtual training class for the certification of the 2018 IRC, scheduled for September 21, 2020 thru September 24, 2020 in the amount of \$995.00.

Motion by Mrs. Meyers, second by Mrs. Sedlak to approve the Code Enforcement Officer attending the virtual training class for the certification of the 2018 IRC, scheduled for September 21, 2020 thru September 24, 2020 in the amount of \$995.00.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Public Comments on Items Not Listed on the Agenda

Commissioners Requests

Mrs. Wateska asked if the Diversity and Inclusivity Committee could hold a meeting on October 6, 2020.

Mrs. Gazda advised that there will be a Public Safety Committee meeting on September 1, 2020 at the municipal building.

Mr. Castello asked to add to the next discuss agenda in regard to the purchase of the old laptops.

Mrs. Gazda asked if the Board of Commissioners can just vote for the old laptops tonight.

Mr. Calabria agreed.

Motion by Mrs. Gazda, second by Mr. Castello to make the old laptops available for purchase by the Commissioners and Employees in the amount of \$100.00.

Roll Call:

Thomas M. Castello, Esq.	Yes
Kathy Gazda	Yes
Angela Wateska	Yes
Nicholas Seibel	Yes
Michelle Sedlak	Yes
William Wells	Yes
Stacey Altman, Vice President	Yes
Eileen L. Meyers	Yes
David G. Calabria, President	Yes

Motion Carries (9-0)

Mr. Seibel addressed some concerns that he has heard about the LED sign. He is suggesting we include messages regarding social distancing and mask wearing.

Mrs. Sedlak asked if they could discuss if there is time that the Township events are at a minimal on the LED sign, can the Library add something.

Mrs. Fitzgerald explained that in the past the Township has kept the sign limited to Township related events. However, if the Board of Commissioners would like to change that it would be their option.

Ms. Altman suggested advertising something that is Township related.

The majority of the Board of Commissioners agreed.

Mr. Calabria scheduled a Public Works Committee Meeting for September 1, 2020 at 7:00pm.

Executive Session:

- Personnel

Adjournment

Motion by Ms. Altman, Second by Mrs. Wateska to adjourn the meeting.

The meeting was adjourned at 9:01p.m.

Attest:



