

**MINUTES
SCOTT TOWNSHIP
BOARD OF COMMISSIONERS
301 LINDSAY ROAD, MAIN MEETING ROOM
SCOTT TOWNSHIP, PA 15106
REGULAR MEETING
January 25, 2022**

This meeting was held via Zoom.

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

Roll Call:

Thomas M. Castello, Esq.	Present
Samuel Dalfonso	Present
Brandon Edwards	Present
Kathy Gazda	Present
Eileen L. Meyers	Present
Michelle Sedlak	Present
Nicholas Seibel, Vice President	Present
Angela Wateska	Present
Stacey Altman, President	Present

PRESENT - 9

ABSENT - 0

ALSO PRESENT:

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

Approval of Agenda

Motion to approve the agenda, as submitted.

Motion by Castello, second by Meyers to approve the agenda as submitted.

All in Favor

Motion Carries (9-0)

Public Comments on all Agenda Items Listed Below

Nothing discussed currently.

Bill List

Motion to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$2,309,700.33.

Motion by Castello, second by Edwards to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$2,309,700.33.

All in Favor

Motion Carries (9-0)

Approval of Minutes

Motion to approve minutes for the following meetings:

Agenda Meeting	November 9, 2021
Regular Meeting	November 23, 2021
Agenda Meeting	December 14, 2021
Regular Meeting	December 28, 2021

Commissioner Wateska asked if the minutes from December 14, 2021, could be revised. Page #3 the discussion where the Board was discussing the five (5) Ordinances authorizing condemnation of an easement over private land. Wateska asked if these are the properties that the homeowners are not agreeing or has ignored all correspondence to them, and Hartman confirmed and stated that these are the properties that have not responded and/or who have been in negotiations with request to additional items being added to the agreement.

Commissioner Wateska stated that these properties are not the ones that have been in negotiations, these are the properties that the Township has got no responses.

Hartman confirmed.

Motion by Sedlak, second by Seibel to amend the minutes from December 14, 2021 as stated above.

All in favor

Motion Carries (9-0)

Motion by Gazda, second by Seibel to approve minutes for the following meetings of November 9, 2021, November 23, 2021, December 14, 2021, and December 28, 2021.

All in favor

Motion Carries (9-0)

Planning, Zoning and Code Enforcement

Motion to approve advertisement for an Ordinance, regulating demolitions.

Motion by Wateska, second by Sedlak to approve advertisement for an Ordinance, regulating demolitions.

All in favor
Motion Carries (9-0)

Motion to appoint an Alternate Member to the Zoning Hearing Board effective immediately.

Commissioner Castello nominated Joe Orbovich for the alternate position on the Zoning Hearing Board.

Motion by Castello, second by Dalfonso to appoint an Alternate Member to the Zoning Hearing Board effective immediately.

All in favor
Motion Carries (9-0)

Solicitor's Report

Motion to approve the adoption of five (5) Ordinances, authorizing condemnation of an easement over private land for the purpose of accessing, repairing, maintaining, replacing and/or constructing the Township's sanitary sewer system and stormwater management system as identified:

- **Ordinance #1661-22** Lot & Block #143-G-130
- **Ordinance #1662-22** Lot & Block #143-G-104
- **Ordinance #1663-22** Lot & Block #143-G-102
- **Ordinance #1664-22** Lot & Block #143-C-18
- **Ordinance #1665-22** Lot & Block #143-H-68

Motion by Castello, second by Meyers to approve the adoption of five **Ordinances**, authorizing condemnation of an easement over private land for the purpose of accessing, repairing, maintaining, replacing and/or constructing the Township's sanitary sewer system and stormwater management system as identified as **Ordinance #1661-22** for Lot & Block #143-G-130, **Ordinance #1662-22** for Lot & Block #143-G-104, **Ordinance #1663-22** for Lot & Block #143-G-102, **Ordinance #1664-22** for Lot & Block #143-C-18, and **Ordinance #1665-22** for Lot & Block #143-H-68.

All in favor
Motion Carries (9-0)

Motion to ratify the approval for an Appeal of Notice of Condemnation of Lot and Block 144-R-82, 128 Klein Way and the Solicitor to issue a decision on the Board's behalf.

Motion by Wateska, second by Sedlak to ratify the approval for an Appeal of Notice of Condemnation of Lot and Block 144-R-82, 128 Klein Way and the Solicitor to issue a decision on the Board's behalf.

All in favor
Motion Carries (9-0)

Engineers Report

Motion to approve Partial Payment No. 3 submitted by A. Liberoni, Inc. in the amount of \$117,798.65 for work completed between December 9, 2021, and December 17, 2021 for the Scott Township 2021 Roadway Improvement Program.

Motion by Sedlak, second by Kazda to approve Partial Payment No. 3 submitted by A. Liberoni, Inc. in the amount of \$117,798.65 for work completed between December 9, 2021, and December 17, 2021, for the Scott Township 2021 Roadway Improvement Program.

Commissioner Wateska asked if the contractor is finished with the work.

Hartman said that they still have a punch-list to complete, and the Township is currently withholding funding at this time.

Commissioner Wateska asked if there was a holding fee due to the work not being completed yet.

Hartman reply yes and stated that the holding fee amount is \$9,304.17 plus the cost of the incomplete work.

Roll Call:

Thomas M. Castello, Esq.	Yes
Samuel Dalfonso	Yes
Brandon Edwards	Yes
Kathy Gazda	Yes
Eileen L. Meyers	Yes
Michelle Sedlak	Yes
Nicholas Seibel, Vice President	No
Angela Wateska	No
Stacey Altman, President	Yes

Motion Carries (7-2)

Motion to award the proposal submitted by Minniefield Demolition Services, LLC in the amount of \$15,000 in response to the Request for Proposal dated December 17, 2021, for demolition of the existing dwelling located at 128 Klein Way.

Hartman mentioned that the three pine trees located on the property are being included in this pricing.

Motion by Wateska, second by Meyers to award the proposal submitted by Minniefield Demolition Services, LLC in the amount of \$15,000 in response to the Request for Proposal dated December 17, 2021, for demolition of the existing dwelling located at 128 Klein Way.

All in favor
Motion Carries (9-0)

Standard Reports

Treasurer's Report

Motion to approve the total real estate commissions due to the Tax Collector for the month of December 2021 in the amount of \$4,978.86.

Motion by Seibel, second by Sedlak to approve the total real estate commissions due to the Tax Collector for the month of December 2021 in the amount of \$4,978.86.

Commissioner Castello asked the next motion is to ratify the approval of Jordan Tax Services to provide reconciliation for the Township and the School District's Real Estate Taxes. Castello feels that the Township shouldn't pay out the commissions when the Township is going to move forward with paying Jordan Tax Services to reconcile the books.

Vogel asked if there were any discrepancies in the commissions that the Tax Collector is requesting.

McGill replied that the funds have been reconciled and she feels these commissions can be paid.

Commissioner Castello asked what years the audit is going to be completed on.

Fitzgerald replied that the audit is going to be done on the past year. There has been a transition with personnel, and she feels that the books should be verified. Fitzgerald also mentioned the changes in software.

Commissioner Castello then asked Vogel if the Township can withhold commissions in the future.

Vogel replied that he would have to research what the commissions are and determine what the correct amount is.

All in favor
Motion Carries (9-0)

Standing Committee Report – Finance

Motion to ratify approval for Jordan Tax Service to provide the accounting services to reconcile the Township and the School District's Real Estate Taxes at a cost of \$2,500.00 (Cost to be split 50% School District 50% Scott Township).

Motion by Castello, second by Dalfonso to ratify approval for Jordan Tax Service to provide the accounting services to reconcile the Township and the School District's Real Estate Taxes at a cost of \$2,500.00 (Cost to be split 50% School District 50% Scott Township).

All in favor
Motion Carries (9-0)

Standing Committee Report – Public Safety

Standing Committee Report – Public Works

Environmental Committee (Sewer Committee and MS4 Updates)

Commissioner Wateska mentioned the next committee meeting is scheduled for February 1, 2022, at 7:00pm.

Parks and Recreation

Motion to approve the request from the library for the use of the Lodge on Saturday, April 9, 2022, from 11:00am – 10:00pm to host the 6th annual Adult Comedy Night fundraiser.

Motion by Meyers, second by Edwards to approve the request from the library for the use of the Lodge on Saturday, April 9, 2022, from 11:00am – 10:00pm to host the 6th annual Adult Comedy Night fundraiser.

All in favor
Motion Carries (9-0)

Motion to approve advertising for proposals for the concession stand at Scott Pool for 3 seasons.

Motion by Meyers, second by Castello to approve advertising for proposals for the concession stand at Scott Pool for 3 seasons.

All in favor
Motion Carries (9-0)

Motion to ratify the approval of request from Ave Maria Academy for the use of Scott Park on Sunday, March 20, 2022, from 7:00am – 11:00am to host their 2022 Shamrock Shuffle 5k race.

Motion by Meyers, second by Wateska to ratify the approval of request from Ave Maria Academy for the use of Scott Park on Sunday, March 20, 2022, from 7:00am – 11:00am to host their 2022 Shamrock Shuffle 5k race.

All in favor
Motion Carries (9-0)

Public Relations Report

Diversity, Equity, & Inclusivity Liaison

Commissioner Wateska mentioned the next committee meeting is scheduled for February 16, 2022, at 7:00pm.

Library Liaison Report

Motion to approve or deny the request from the library for the appointment of Timothy Lyon as a Scott Township Public Library Member effective February 2022.

Motion by Sedlak, second by Wateska to approve the request from the library for the appointment of Timothy Lyon as a Scott Township Public Library Member effective February 2022.

All in favor
Motion Carries (9-0)

Commissioner Sedlak also mentioned that the library is still investigating storage options and the month of February is going to be love your library month.

SHACOG

Motion to approve or deny the request from SHACOG for the purchase of a new sewer vector in the amount of \$825 per week additional cost for Scott (Scott's portion is \$3,300 per year) for five years.

Motion by Seibel, second by Gazda to approve the request from SHACOG for the purchase of a new sewer vector in the amount of \$825 per week additional cost for Scott (Scott's portion is \$3,300 per year) for five years.

Commissioner Seibel asked Fitzgerald to explain the break down.

Fitzgerald explained that there is another piece of equipment that the Township is currently paying on and will be eliminating that cost this year by \$1,100.00.

All in favor
Motion Carries (9-0)

Standing Committee Report – Administration

Motion to authorize the Township Solicitor to update the handicap parking requirements.

Motion by Castello, second by Sedlak to authorize the Township Solicitor to update the handicap parking requirements.

All in favor
Motion Carries (9-0)

Motion to approve the Board of Commissioners, the Township Manager, and the Chief of Police to attend the Annual Spring Conference of the Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 7 – 10, 2022 in the amount of \$693.00 for Plan A (3 nights stay), \$472.00 for Plan B (2 nights stay), or \$242.00 for Plan C (1 night stay) and registration fees. (or daily registration fees for any member who would be interested).

Motion by Castello, second by Meyers to approve the Board of Commissioners, the Township Manager, and the Chief of Police to attend the Annual Spring Conference of the Allegheny League of Municipalities (ALOM) to be held at Seven Springs April 7 – 10, 2022 in the amount of \$693.00 for Plan A (3 nights stay), \$472.00 for Plan B (2 nights stay), or \$242.00 for Plan C (1 night stay) and registration fees. (or daily registration fees for any member who would be interested).

All in favor
Motion Carries (9-0)

Conferences and Workshops

Public Comments on Items Not Listed on the Agenda

David Metcalf
156 Kane Blvd.

David Metcalf explained that he attended tonight's meeting to discuss the short-term rental Ordinance. Metcalf stated that the Ordinance mentions that it would not allow for basement dwellings, Code Enforcement is aware that he has a basement dwelling because he advertises his Airbnb as such. Metcalf said that when the previous owner installed a pool, hot tub, and a basement everything was fine with the Township at that time so Metcalf asked if this home was approved for the previous owner, then why would it not be approved for him as well. Metcalf also feels that the Township already has building codes and this code feels out of place and he has not found any other Short-term rental mention a restriction like this. David also feels that he is being targeted as this is his use. Metcalf also explained that the Hospital doesn't currently have a lodging facility and a lot of his guest

are family members of patients getting procedures done or those that are getting procedures done themselves. Metcalf feels that this is an asset for the Township, and he feels that the board should take their time with creating this Ordinance.

Commissioner Castello mentioned that at the last Township meeting the Board did discuss to hold off on adopting the Ordinance at this time.

Vogel confirmed and stated that the Planning Commission is re-reviewing the Ordinance. Some of the Board members would like additions and clarification on somethings so this was sent back for review at this time.

Bob Shalamon
416 Orchard Spring Road

Shalamon asked for the status of the splash pad and if it is going to happen within the next three (3) years.

Castello replied that the construction is going to begin this year.

Shalamon asked if the individuals using the splash pad are going to be able to access the Concession Stand as well.

Commissioner Meyers said that the splash pad is going to be within the fenced area where the swimming pool is so yes, they will have access to the concession stand as well.

Shalamon asked if there was a sketch of the splash pad that can be shared with the residents.

Hartman stated that the Township is currently working on a concept plan, Once the plan has been completed and reviewed by the Board members it can be made available for residents to see it.

Commissioners Requests

Meyers mentioned the event 'Souper' Saturday on January 29, 2022. Burgh Bites will be hosting this event.

Dalfonso said thank you to the road crew for keeping the roads in the Township clear.

Castello and Altman agreed with Dalfonso's comment.

Adjournment

Motion by Seibel, second by Castello to adjourn the meeting.

The meeting was adjourned at 8:14p.m.

Attest: _____

Executive Session - Personnel



