

**MINUTES  
SCOTT TOWNSHIP  
BOARD OF COMMISSIONERS  
301 LINDSAY ROAD, MAIN MEETING ROOM  
SCOTT TOWNSHIP, PA 15106  
REGULAR MEETING  
April 22, 2025**

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

**Roll Call:**

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

PRESENT - 8

ABSENT - 1

**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 Commissioner Seibel, seconded by Commissioner Sedlak, to approve the agenda as submitted.

**All in Favor**

**Motion Carries (8-0)**

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

*The purpose of public comment is to hear the public's comments and express their views.*

*Please email the Manager or your Commissioner if you have any questions concerning agenda items.*

## Bill List

Motion to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$1,646,917.75.

**Motion** by Commissioner Castello, seconded by Commissioner Wateska to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of: \$1,646,917.75.

**All in favor**  
**Motion Carries (8-0)**

## Approval of Minutes

Motion to approve minutes for the following meetings:

Agenda Meeting	March 11, 2025
Regular Meeting	March 25, 2025

**Motion** by Commissioner Seibel, seconded by Commissioner Sedlak, to approve minutes for the following meetings of March 11, 2025, and March 25, 2025.

**All in favor**  
**Motion Carries (8-0)**

## Planning, Zoning, and Code Enforcement

There were no new items presented for the Planning, Zoning, and Code Enforcement report as part of the standing committee report.

## Solicitor's Report

Motion to adopt Resolution #1098-25, authorizing the condemnation of an easement over private lane identified as lot and block #253-A-104, located within the Township of Scott, for the purpose of constructing stormwater best management practices.

Motion by Commissioner Sedlak, seconded by Commissioner Seibel, to adopt Resolution #1098-25, authorizing the condemnation of an easement over private lane identified as lot and block #253-A-104, located within the Township of Scott, for the purpose of constructing stormwater best management practices.

**All in favor**  
**Motion Carries (8-0)**

## **Engineer's Report**

Motion to award the 2025 Road Improvements Program.

Motion by Commissioner Seibel, seconded by Commissioner Gazda, to award the 2025 Roadway Improvements Program (CO# 25-R01) to El Grande Industries, Inc., with a base bid amount of \$665,382.50.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve Partial Payment No. 1 submitted by Vertex Roofing Inc. for the Scott Park Lodge and Community Center Roof Replacement Project (Contract No. 24-R2) in the amount of \$103,570.90 for work completed from March 1, 2025, to March 25, 2025.

Motion by Commissioner Gazda, seconded by Commissioner Wateska, to approve Partial Payment No. 1 submitted by Vertex Roofing Inc. for the Scott Park Lodge and Community Center Roof Replacement Project (Contract No. 24-R2) in the amount of \$103,570.90 for work completed from March 1, 2025, to March 25, 2025.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve Change Order No. 2 submitted by Bronder Technical Services, Inc. for the 2024 Traffic Signal Improvements - Cochran Road / Robinwood Drive Project in the amount of \$535.50 to increase shoulder pavement marking width in accordance with PennDOT comments.

Motion by Commissioner Seibel, seconded by Commissioner Sedlak, to approve Change Order No. 2 submitted by Bronder Technical Services, Inc. for the 2024 Traffic Signal Improvements - Cochran Road / Robinwood Drive Project in the amount of \$535.50 to increase shoulder pavement marking width, in accordance with PennDOT comments.

**All in favor**  
**Motion Carries (8-0)**

Commissioner Dalfonso inquired as to why the Contractor didn't have the correct width the first time.

Engineer Hartman stated that she had it listed as 4" and PennDot had it at 6", therefore, the Contractor charged extra for that.

Commissioner Dalfonso asked if this was standard procedure or if this was a request.

Engineer Hartman stated that it was a request from PennDot.

Motion to approve Partial Payment No. 1 submitted by State Pipe Services, Inc. for the C-48 Phase II COA Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 24-S3) in the amount of \$179,915.70 for work completed from February 3, 2025, to March 28, 2025.

Motion by Commissioner Wateska, seconded by Commissioner Gazda, to approve Partial Payment No. 1 submitted by State Pipe Services, Inc. for the C-48 Phase II COA Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 24-S3) in the amount of \$179,915.70 for work completed from February 3, 2025, to March 28, 2025.

**All in favor**  
**Motion Carries (8-0)**

Motion to award bid received for the PRP Phase I project.

Motion by Commissioner Sedlak, seconded by Commissioner Castello, to table awarding the bid for the PRP Phase I project.

**All in favor**  
**Motion Tabled (8-0)**

Motion to approve Resolution No. 1099-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$397,800 for the ACHD Sanitary Sewer Cleaning and CCTV Project; and authorizing execution of related documents by the President and Manager / Secretary.

Motion by Commissioner Castello, seconded by Commissioner Seibel, to approve Resolution No. 1099-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$397,800 for the ACHD Sanitary Sewer Cleaning and CCTV Project; and authorizing execution of related documents by the President and Manager / Secretary.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve Resolution No. 1100-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$500,000 for the Sanitary Sewer Defect Repair Project; and authorizing execution of related documents by the President and Manager / Secretary.

Motion by Commissioner Wateska, seconded by Commissioner Castello, to approve Resolution No. 1100-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$500,000 for the Sanitary Sewer Defect Repair Project; and authorizing execution of related documents by the President and Manager / Secretary.

**All in favor**  
**Motion Carries (8-0)**

Commissioner Dalfonso asked if there were particular projects that we are focusing on for these applications.

Engineer Hartman stated that these are the defects that were found in the Orchard Spring area. Hartman will provide an email with further details for the project itself.

Motion to approve a Funding Commitment Letter in the amount of \$557,500 for the Sanitary Sewer Defect Repair Project, which will serve as commitment of the required local share contribution.

Motion by Commissioner Castello, seconded by Commissioner Seibel, to approve a Funding Commitment Letter in the amount of \$557,500 for the Sanitary Sewer Defect Repair Project, which will serve as commitment of the required local share contribution.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve Resolution No. 1101-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$500,000 for The Oaks Stormwater Improvements Project - Phase II; and authorizing execution of related documents by the President and Manager / Secretary.

Motion by Commissioner Sedlak, seconded by Commissioner Castello, to approve Resolution No. 1101-25, authorizing submission of a PA Small Water and Sewer Funding Application in the amount of \$500,000 for The Oaks Stormwater Improvements Project - Phase II; and authorizing execution of related documents by the President and Manager / Secretary.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve a Funding Commitment Letter in the amount of \$85,000 for The Oaks Stormwater Improvements Project - Phase II which will serve as commitment of the required local share contribution.

Motion by Commissioner Sedlak, seconded by Commissioner Castello, to approve a Funding Commitment Letter in the amount of \$85,000 for The Oaks Stormwater Improvements Project - Phase II which will serve as commitment of the required local share contribution.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve a Funding Commitment Letter in the amount of \$70,200 for the Sewer System Cleaning and Televising Project, which will serve as commitment of the required local share contribution.

Motion by Commissioner Seibel, seconded by Commissioner Wateska, to approve a Funding Commitment Letter in the amount of \$70,200 for the Sewer System Cleaning and Televising Project, which will serve as commitment of the required local share contribution.

**All in favor**  
**Motion Carries (8-0)**

### **Standing Committee Report – Finance**

Motion to approve the payment request from Acrisure Mid-Atlantic Partners Insurance Services, LLC for administrative actuarial services related to the Police Pension Fund in the amount of \$465.00 (to be paid from the Police Pension Trust Account).

Motion by Commissioner Castello, seconded by Commissioner Sedlak, to approve the payment request from Acrisure Mid-Atlantic Partners Insurance Services, LLC for administrative actuarial services related to the Police Pension Fund in the amount of \$465.00 (to be paid from the Police Pension Trust Account).

**All in favor**  
**Motion Carries (8-0)**

Motion to approve the payment request from the Bower Hill Volunteer Fire Department for the partial release of their 2025 allotment in the amount of \$50,000.00.

Motion by Commissioner Castello, seconded by Commissioner Dalfonso, to approve the payment request from the Bower Hill Volunteer Fire Department for the partial release of their 2025 allotment in the amount of \$50,000.00.

**All in favor**  
**Motion Carries (8-0)**

Motion to approve the adoption of Ordinance #1700-25, to change the current Non-Uniform Pension Ordinance (1500-02) to reduce the normal retirement age to 62 as requested by the Non-Uniform Pension Representative with participant contributions increasing to cover the cost of the request (Advertised on Thursday, April 10, 2025).

Motion by Commissioner Castello, seconded by Commissioner Meyers, to approve the adoption of Ordinance #1700-25, to change the current Non-Uniform Pension Ordinance (1500-02) to reduce the normal retirement age to 62 as requested by the Non-Uniform Pension Representative with participant contributions increasing to cover the cost of the request (Advertised on Thursday, April 10, 2025).

**Roll Call:**

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

**All in favor**  
**Motion Carries (7-1)**

Motion to approve the request from the police association to have the actuary conduct a study on the probable cost of prior service buyback.

Motion by Commissioner Castello, seconded by Commissioner Gazda, to approve the request from the police association to have the actuary conduct a study on the probable cost of prior service buyback.

**All in favor**  
**Motion Carries (8-0)**

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

There were no new items presented for the Public Safety report as part of the standing committee report.

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

Motion to approve the hiring of the following individuals for the Public Works Summer Help program:

Darien Strosnider at \$14.50/hr  
Andrew Moore at \$14.50/hr  
Dylan Shamonsky at \$14.50/hr  
Joseph Salerno at \$14.00/hr  
Simon Moore at \$14.00/hr

Motion by Commissioner Seibel, seconded by Commissioner Gazda, to approve hiring the following individuals for the Public Works Summer Help program:

Darien Strosnider at \$14.50/hr  
Andrew Moore at \$14.50/hr  
Dylan Shamonsky at \$14.50/hr  
Joseph Salerno at \$14.00/hr  
Simon Moore at \$14.00/hr

**All in favor**  
**Motion Carries (8-0)**

Commissioner Castello asked if the application had been changed, as he believes we used to ask if the individual was in college.

Manager Fitzgerald stated that it was requested to be removed from the application to attract more people to apply.

Solicitor Vogel stated that this change was made as these individuals are seasonal employees.

Commissioner Castello asked if there was an age group that was discussed.

Manager Fitzgerald stated that she believes the age was 16, so they can handle the equipment, however, she would verify for the board.

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

Commissioner Wateska mentioned the Clean-Up Event taking place on Scrubgrass Road on May 3, 2025, at 9:00 am.

## **Parks and Recreation**

Motion to approve the request from the Pittsburgh Elite Aquatics (PEAQ) swim team to open the pool from May 5, 2025, to August 29, 2025, for the use of swim meets. (PAEQ agrees to pay a fee of \$6,000.00 to Scott Township for the rental of the Community Pool from May 27, 2025, to August 29, 2025, and an additional fee of \$1,000.00 for additional costs for chemical usage).

Motion by Commissioner Meyers, seconded by Commissioner Seibel, to approve the request from the Pittsburgh Elite Aquatics (PEAQ) swim team to open the pool from May 5, 2025, to August 29, 2025, for the use of swim meets. (PAEQ agrees to pay a fee of \$6,000.00 to Scott Township for the rental of the Community Pool from May 27, 2025, to August 29, 2025, and an additional fee of \$1,000.00 for additional costs for chemical usage).

**All in favor**

**Motion Carries (8-0)**

Commissioner Dalfonso inquired if the cost would cover everything to run the pool for those additional days.

Manager Fitzgerald said yes, and the team will also be providing the cost for the extra chemicals, in addition to the \$1,000.00.

Commissioner Wateska confirmed that the practice was only scheduled for one evening practice.

Manager Fitzgerald confirmed.

## **Public Relations Report**

There were no new items presented for the Public Relations report as part of the standing committee report.

## **Library Liaison Report**

Commissioner Sedlak advised that the library will be hosting a vendor fair on Saturday from 10:00 am to 2:00 pm., and the next book sale is scheduled for May 1, 2025, to May 4, 2025. Please visit the website at [www.scott-library.org](http://www.scott-library.org).

## **SHACOG**

There were no new items presented for the SHACOG report as part of the standing committee report.

## **Standing Committee Report – Administration**

Motion to approve the request from the American Legion and Sons of The American Legion Post 290 to use the same route as years past for the Memorial Day Parade on Monday, May 26, 2025, beginning at 11:00 am, and a donation in the amount of \$400.00 for financial assistance for the parade.

Motion by Commissioner Castello, seconded by Commissioner Sedlak, to approve the request from the American Legion and Sons of The American Legion Post 290 to use the same route as years past for the Memorial Day Parade on Monday, May 26, 2025, beginning at 11:00 am, and a donation in the amount of \$400.00 for financial assistance for the parade.

**All in favor**  
**Motion Carries (8-0)**

## **Conferences and Workshops**

Motion to approve the Finance Director's attendance of the Annual Pennsylvania Municipal Administrators conference to be held at the Wind Creek Hotel in Bethlehem, PA from August 10, 2025, - August 13, 2025, in the amount of \$400.00 for conference registration and \$174.90/night for 3 nights of lodging.

Motion by Commissioner Castello, seconded by Commissioner Sedlak, to amend the motion to include the reimbursement of tolls and mileage expenses.

**All in favor**  
**Motion Carries (8-0)**

Motion by Commissioner Wateska, seconded by Commissioner Dalfonso, to approve the Finance Director's attendance of the Annual Pennsylvania Municipal Administrators conference to be held at the Wind Creek Hotel in Bethlehem, PA from August 10, 2025, - August 13, 2025, in the amount of \$400.00 for conference registration and \$174.90/night for 3 nights of lodging and the reimbursement of tolls and mileage expenses.

**All in favor**  
**Motion Carries (8-0)**

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

*The purpose of public comment is to hear the public's comments and express their views.*

*If you have any questions concerning items not listed on the agenda, please email the manager or your commissioner.*

Donna Leonard  
27 Rose Leaf Dr.

Leonard asked if there was any plan to repair the railroad tracks near Ducky's Car Wash.

Manager Fitzgerald stated that the Public Works Director is in communication with the Railroad Company and has advised them of the condition of the tracks.

Leonard also advised that the front door of the Municipal Building still has a reference for the Tax Office.

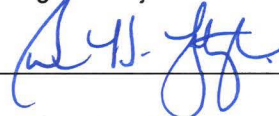
### **Commissioner's Requests**

There were no Commissioner requests.

### **Adjournment**

**Motion** by Commissioner Sedlak, seconded by Commissioner Seibel, to adjourn the meeting.

The meeting was adjourned at 8:06 p.m.

Attest:  \_\_\_\_\_

**Executive Session:** None

