



Scott Township Regular Meeting Agenda Minutes  
06/24/2025 7:30 PM EDT to 9:30 PM EDT  
Scott Township 301 Lindsay Rd, Carnegie, PA 15106, and Zoom

Members Present:

Stacey Altman, Sam Dalfonso, Brandon Edwards, Denise Fitzgerald, Kathy Gazda, Marie Hartman, Tom Kelley (Remote), Karla McGill (Remote), Eileen Meyers, Lisha Mihalko, Mark Mox, Matt Podsiadly (Remote), Nick Seibel, Jim Stoker, Angela Wateska, Ashley Puchalski

Members Absent:

Tom Castello, John Vogel, Denise Fitzgerald

**1. 7:00 PM Executive Session: Personnel**

**2. Call to Order, Moment of Prayer, and Pledge of Allegiance**

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

Steven Anderson  
178 Orchard Spring Road

Steven advised the Commissioners that there was a resurfacing project on Roseleaf, and the paving company trenched out a hole, possibly two feet wide and half a foot tall. He was inquiring whether it was his responsibility to fill the hole and reseed that area.

Commissioner Seibel mentioned that he is Stevens' Commissioner. He also mentioned that the water company had a project in that area for approximately 2 years.

Engineer Hartman obtained that address in question and stated that she would review it.

**4. Approval of Agenda**

Motion to approve the agenda, as submitted.

Motion by Commissioner Meyers, seconded by Commissioner Sedlak to approve the agenda, as submitted.

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

## 5. Bill List

Motion to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of \$1,835,158.55.

Motion by Commissioner Seibel, seconded by Commissioner Wateska to approve the Bill List and authorize payment of disbursements from the General Fund in the amount of \$1,835,158.55.

**All in favor**

**Motion Carries (8-0)**

## 6. Approval of Minutes

Motion to approve minutes for the following meetings:

Agenda Meeting: May 13, 2025

Regular Meeting: May 27, 2025

Motion by Commissioner Sedlak, seconded by Commissioner Wateska to approve minutes for the following meetings the Agenda Meeting of May 13, 2025, and the Regular Meeting of May 27, 2025.

**All in favor**

**Motion Carries (8-0)**

## 7. Planning, Zoning, and Code Enforcement

Motion to approve the promotion of Stephanie Wilshire to the position of the Assistant Zoning Officer at a rate of \$30.58/hour as previously discussed in the 2025 budget meetings. This change is effective for the pay period beginning on June 8, 2025.

Motion by Commissioner Dalfonso, seconded by Commissioner Seibel to approve the promotion of Stephanie Wilshire to the position of the Assistant Zoning Officer at a rate of \$30.58/hour as previously discussed in the 2025 budget meetings. This change is effective for the pay period beginning on June 8, 2025.

**All in favor**

**Motion Carries (8-0)**

Motion to approve the adjusted work schedule for Mark Mox, the Planning, Zoning, Code Enforcement Officer, to a 3-day/32-hour work week at a reduced salary of \$92,726/yr. as previously discussed in the 2025 budget meetings. This change is effective for the pay period beginning on June 8, 2025, and is a savings of \$16,500.00.

Motion by Commissioner Meyers, seconded by Commissioner Sedlak to approve the adjusted work schedule for Mark Mox, the Planning, Zoning, Code Enforcement Officer, to a 3-day/32-hour work week at a

reduced salary of \$92,726/yr. as previously discussed in the 2025 budget meetings. This change is effective for the pay period beginning on June 8, 2025, and is a savings of \$16,500.00.

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

## **8. Solicitor's Report**

The solicitor mentioned there was no formal report, but they are working on an ordinance amendment to the Environmental Advisory Council, which will be addressed via resolution in July.

## **9. Engineer's Report**

Motion to approve Change Order No. 1 (Final) submitted by Jet Jack, Inc. adjusting the Contract amount based upon the field measurement of final in-place quantities and work completed in the deduct amount of -\$125,016.90 for the 2021 Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 23-S1).

Motion by Commissioner Seibel, seconded by Commissioner Dalfonso to approve Change Order No. 1 (Final) submitted by Jet Jack, Inc. adjusting the Contract amount based upon the field measurement of final in-place quantities and work completed in the deduct amount of -\$125,016.90 for the 2021 Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 23-S1).

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

Motion to approve Partial Payment No. 2 (Final) submitted by Jet Jack, Inc. in the amount of \$253,819.81 for work completed between October 1, 2024, and May 12, 2025, for the 2021 Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 23-S1).

Motion by Commissioner Gazda, seconded by Commissioner Seibel to approve Partial Payment No. 2 (Final) submitted by Jet Jack, Inc. in the amount of \$253,819.81 for work completed between October 1, 2024, and May 12, 2025, for the 2021 Source Flow Reduction and Sanitary Sewer Improvements Project (Contract No. 23-S1).

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

Motion to approve Invoice No. 1800901 submitted by Artuso Construction Engineering Consultants in the amount of \$11,500.00 for the Geotechnical Engineering Investigation associated with the Phase 2 PRP - Neville Street Stormwater Detention Facility.

Motion by Commissioner Sedlak, seconded by Commissioner Dalfonso to approve Invoice No. 1800901 submitted by Artuso Construction Engineering Consultants in the amount of \$11,500.00 for the

Geotechnical Engineering Investigation associated with the Phase 2 PRP - Neville Street Stormwater Detention Facility.

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

Motion to approve the Invoice dated May 22, 2025, submitted by Independent Enterprises, Inc. in the amount of \$32,000 for work completed for the Greenbriar Drive Emergency Storm Sewer Repair Project.

Motion by Commissioner Seibel, seconded by Commissioner Sedlak to approve the Invoice dated May 22, 2025, submitted by Independent Enterprises, Inc. in the amount of \$32,000 for work completed for the Greenbriar Drive Emergency Storm Sewer Repair Project.

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

Motion to approve Bond Reduction No. 3 in the amount of \$47,466.59 as requested by Flash Point Partners, LLC for the Nixon Elementary Residential Development.

Motion by Commissioner Edwards, seconded by Commissioner Gazda to approve Bond Reduction No. 3 in the amount of \$47,466.59 as requested by Flash Point Partners, LLC for the Nixon Elementary Residential Development.

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

Motion to approve Partial Payment No. 2 submitted by Excaliber Construction, LLC in the amount of \$24,813.00 for work completed from May 3, 2025, to May 30, 2025, for the Bower Hill Road Sidewalk Replacement Project.

Motion by Commissioner Sedlak, seconded by Commissioner Wateska Motion to approve Partial Payment No. 2 submitted by Excaliber Construction, LLC in the amount of \$24,813.00 for work completed from May 3, 2025, to May 30, 2025, for the Bower Hill Road Sidewalk Replacement Project.

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

Motion to advertise the Green Light Go - Bower Hill Road / Painters Run Road Signalized Intersection Improvement Project.

Motion by Commissioner Seibel, seconded by Commissioner Dalfonso to advertise the Green Light Go - Bower Hill Road / Painters Run Road Signalized Intersection Improvement Project. NS/SD (8-0)

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

Motion to advertise the Green Light Go - Bower Hill Road / Rockhill Road Signalized Intersection Improvement Project.

Motion by Commissioner Wateska, seconded by Commissioner Dalfonso to advertise the Green Light Go - Bower Hill Road / Rockhill Road Signalized Intersection Improvement Project.

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

Commissioner Dalfonso asked if the cleanup was finished with the flooding issues they had.

The engineer stated that they are according to the meeting that Mark Mox and herself had with them.

Commissioner Edwards commented that it looks significantly better up there than it did before. Mox also stated that the Conservation District has been on top of this project. They're doing weekly inspections to make sure that they remain in compliance throughout the process.

#### **10. Standing Committee Report – Finance**

The Finance report was addressed in the assembly, though it was noted that there were no updates during this meeting.

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

Motion to enter into a partnership with Enterprise Fleet Management to manage the fleet vehicles of the Police Department.

Commissioner Seibel suggested entering into a contract with Enterprise Fleet Management.

Solicitor agreed.

Motion by Commissioner Seibel, seconded by Commissioner Dalfonso to amend the motion to state; a motion to enter into a contract with Enterprise Fleet Management.

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

Motion by Commissioner Gazda, seconded by Commissioner Dalfonso to enter into a contract with Enterprise Fleet Management to manage the fleet vehicles of the Police Department.

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

Commissioner Gazda mentioned that the Public Safety Committee meeting scheduled for July 1, 2025, at 7:00 pm.

## 12. Standing Committee Report – Public Works

Motion to approve hiring Andrew Hudock for the Public Works Summer Help Program at a rate of \$14.00/hour.

Motion by Commissioner Seibel, seconded by Commissioner Edwards to approve hiring Andrew Hudock for the Public Works Summer Help Program at a rate of \$14.00/hour.

**All in favor**

**Motion Carries (8-0)**

Commissioner Seibel noted that there is now a total of 8 summer help employees, and this is the most the board has had in a long time.

## 14. Environmental Committee (Sewer Committee and MS4 Updates)

Commissioner Wateska mentioned the Environmental Advisory Committee meeting scheduled for July 9, 2025.

## 15. Parks and Recreation

Motion to ratify approval of hiring the following individuals as cashiers for the 2025 season at a rate of \$12.50 per hour.

- Riley McAllister
- Julie Nangle

Motion by Commissioner Meyers, seconded by Commissioner Sedlak to ratify approval of hiring the following individuals as cashiers for the 2025 season at a rate of \$12.50 per hour.

- Riley McAllister
- Julie Nangle

**All in favor**

**Motion Carries (8-0)**

Motion to ratify approval of hiring the below individuals as lifeguards at the rate listed for the 2025 season.

- Kenneth McFerron \$15.50/hour
- Teagan Bruce \$14.00/hour

Motion by Commissioner Meyers, seconded by Commissioner Seibel to ratify approval of hiring the below individuals as lifeguards at the rate listed for the 2025 season.

- Kenneth McFerron \$15.50/hour
- Teagan Bruce \$14.00/hour

**All in favor**

**Motion Carries (8-0)**

Commissioner Meyers provided the following stats for the pool:

Friday, the pool had 484 in attendance, 312 were members or passholders. Saturday, there were 675 in attendance, 269 were members or passholders. On Sunday, there were 1,168 in attendance, 418 were members or passholders. Monday, there were 408, 371 were members or passholders.

## **16. Public Relations Report**

A proposal to proclaim Carter Wells for his role in aiding an individual suffering from heat stroke at the pool. The proclamation will be presented at the August 12, 2025, meeting.

## **17. Library Liaison Report**

Commissioner Sedlak mentioned the library's summer reading program is open to all ages and runs through August 9th, with a theme of 'Color our World'. Various colorful programs are planned to encourage reading during the summer. The library's website, [www.scottlibrary.org](http://www.scottlibrary.org), can be visited for more information about events and programs.

Commissioner Sedlak also praised the emergency management team for effectively disseminating information about cooling centers and enhancing community communication.

## **18. SHACOG**

The SHACOG report was addressed in the assembly, though it was noted that there were no updates during this meeting.

## **19. Standing Committee Report – Administration**

The Administration report was addressed in the assembly, though it was noted that there were no updates during this meeting.

## **20. Conferences and Workshops**

The Conferences and Workshops report was addressed in the assembly, though it was noted that there were no updates during this meeting.

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

The board extended an open invitation for public comments on items not listed on the agenda, but no community members opted to provide input during this segment.

**22. Commissioner's Request**

**Commissioner Edwards** mentioned the need to replace the stained tile and possibly explore options like plastic tiles with drainage solutions was recommended.

**Commissioner Sedlak** thanked whoever is responsible for getting the information about the cooling centers out to the community, as they are doing a great job.

**Commissioner Seibel** recommended making a proclamation for a recently lost resident of the community, Louise C Stephens. Seibel also suggested installing a plaque on one of the benches within the nearby parklets.

**Commissioner Altman** requested to have a motion added to the agenda to allow the Township Manager to register for the ICMA Conference. Denise attends this conference every year, and the Township has a budget of \$3,000.00.

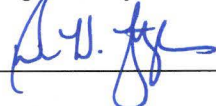
Commissioner Dalfonso mentioned that she is entitled to attend this conference under her contract.

The board agreed to allow Fitzgerald to register for the ICMA conference and plan a formal vote at the July meeting.

**23. Adjournment**

**Motion** by Commissioner Dalfonso, seconded by Commissioner Meyers, to adjourn the meeting.

The meeting was adjourned at 7:59 PM.

Attest: 

**Executive Session:**  
Personnel

