



**Scott Township Workshop Meeting  
301 Lindsay Road, Scott Township PA 15106  
October 14, 2025, 7:30 p.m.**

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

**Roll Call:** Eileen Meyers - Present  
Jane Sorcan - Present  
Stacey Altman - Absent  
Samuel Dalfonso – Present  
Thomas Castello, Esq. - Present

Michelle Sedlak - Present  
Nick Seibel - Present  
Angela Wateska - Present  
Kathleen Gazda - Present

**Also Present:** Denise Fitzgerald, Township Manager  
Karla McGill, Finance Director  
Marie Hartman, Engineer  
Tom Kelly, Director of Public Services  
Mark Mox, Planning, Zoning and Enforcement Officer  
Michael Rudolph, Interim Administrative Assistant

**2. Presentation by Emergency Management Team**

Two members of the Emergency Management Team, Director Dan Romaniello, along with Deputy Director Tyler Smith, presented information on the emergency management agency's structure and roles, emphasizing the team's collective 50 years of experience in fire and EMS services.

According to Mr. Romaniello, The Emergency Management Agency operates on a volunteer basis, focusing on mitigation, preparedness, response, and recovery activities to reduce long-term effects of emergencies.

Mr. Romaniello stated that the agency's mission focuses on recovery assistance, response, and preparedness for residents and visitors, spanning all phases of emergency management from prevention to recovery.

Mr. Romaniello described how the agency structures its command based on FEMA directives, designating roles such as incident commander, public information officer, safety officer, and liaisons to ensure effective communication.

Mr. Romaniello also discussed how the agency is focused on modernizing its Emergency Operations Center (EOC) and developing Emergency Operations Plans (EOPs) for long-term care, nursing, and educational facilities. Current focus areas include public engagement, updating EOC, improving communication systems, and working on mobile command center deployment.

According to Mr. Romaniello, there is an ongoing effort to publicize the agency's activities and successes to ensure community awareness and trust in emergency services. The Emergency

Management Agency plans to have complete updates of the Emergency Operations Plans by the end of the first quarter of 2026.

Commissioner Sedlak requested that statistics from drills and activities be shared regularly to highlight the agency's value.

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

Bob Shalamon raised questions related to the percentage of completion for retention projects and specific details about the Hope Street project, including existing flow concerns. Mr. Shalamon Questions were raised about the quality of work and the payment decision for the contractor, which was discussed at the last meeting. Concerns were expressed about structurally deficient sanitary sewers and why specific locations and concerns regarding the manhole covers weren't detailed in the minutes. Mr. Shalamon was also concerned regarding the status of Lindsay Road and feels that the projects and costs of projects taken on by the township are a pattern resulting in delays and extra costs.

Commissioner Castello motioned to amend the agenda to e a request from the East Carnegie Volunteer Fire Department for their final allotment for 2025, which amounts to \$53,075. The amendment to the agenda was agreed upon without the need for a formal vote.

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

#### **Code Enforcement Update**

According to Planning, Zoning and Enforcement Officer Mark Mox, in September 2025, 30 building permits were issued with an estimated value of \$835,302. Eight notices of violations were issued, showing a decrease. There were 16 magistrate hearings, 7 rental inspections, 7 building inspections, 0 right to know requests and no address reassignments.

Commissioner Castello asked Mr. Mox what the status of the magistrate hearings were. Mr. Mox stated that Some were continued and some we did get dispositioned. Mr. Mox stated that the majority were continued which is intentional on Mr. Mox's part. The approach is to seek compliance through incremental gains rather than fines, although fines have been substantial for non-compliance.

#### **Solicitor's Report**

Nothing was added to the agenda.

#### **Engineer's Report**

Ms. Hartman stated that a partial payment of \$225,206.95 to LM&R Excavating, LLC for the 2024 Water Improvements Project was discussed, covering work completed and stored materials.

This change accounts for stored materials previously unaccounted. The project is 19% complete based upon the work covered on this payment request.

Commissioner Dalfonso stated that The roadway in and out of Spinner Field Drive is very steep. Ms. Hartman stated that she would make note of this to the contractor.

The 2025 LSA funding applications are due at the end of November for several projects according to Ms. Hartman. She had requested the township finalize these before Thanksgiving to avoid staffing issues over the holiday.

Ms. Hartman discussed how the dedication of the sanitary shoreline at Cherry Meadows is under discussion, with outstanding documentation and a 3-year bond still required. Several developments are dependent on this dedication.

Ms. Hartman stated that the development agreement with Flash Point Partners expired on September 11. She stated that it needs to be extended and there are provisions in the agreement to help with this pending approval by the board. Mr. Mox stated that this would need to be done in a timely manner as this could hurt developer funding.

Ms. Hartman stated that payment in the amount of \$581,618.79 was requested by El Grande Industries for the 2025 Road Improvement Program, with a portion of the work needing remediation. If El Grande does not perform timely restorations, the township will undertake the work themselves and deduct the costs from El Grande's contract.

Regarding the bridge on the Hope Hollow end of Lindsay Rd, Ms. Hartman informed Mr. Shaloman that guiderail and restoration is their project for the remainder of this week and there is currently no opening date for it.

Ms. Hartman stated that the township is reapplying for Blight Removal Funding for properties previously submitted last year, with a resolution needed for submission by the end of October. Next meeting a motion will be put in place to approve the resolution.

Ms. Hartman discussed 6E, partial payment to Graham Construction for \$147,199.68 for the Public Works Garage and roof Replacement Project was proposed, mainly for stored materials. Ms. Hartman informed Mr. Shaloman that the project is currently within schedule. The bulk of it will be for stored materials. Ms. Hartman requested an executive session after the meeting to discuss other matters regarding this project.

Regarding 6.G, Ms. Hartman stated that the contractor alerted the board to an unscheduled sanitary sewer line issue that will require additional repair. The township is awaiting a cost proposal. The Township Board must evaluate the cost proposal for the sanitary sewer line repairs and decide on further action.

## **Standing Committee Report – Finance**

Mr. Castello lead this portion of the meeting. He stated that a proposal from Hosack, Specht, Muetzel and Wood LLP for the audit of the township's financial statements for the years ending December 31, 2026, 2027, and 2028 is under consideration. The proposed fees are \$21,725, \$22,375, and \$23,050, respectively. Mr. Seibel asked if the township should commit to 1 year or 3 years. Ms. Fitzgerald stated that longer contractors were better in order to keep the numbers consistent. This will be voted on.

Mr. Castello discussed how East Carnegie Volunteer Fire Department requests a final allotment of \$53,375 from the 2025 budget for apparatus and equipment training, as well as capital investments and purchases.

Mr. Castello stated that the initial budget review process is slated to begin on October 22nd, focusing on revenues, administration, tax collection, planning, zoning, and other funds. Mr. Castello, Ms. Fitzgerald, and Ms. McGill are working to finalize it for that night.

### **Chief of Police Update**

Chief Podsiadly provided an update on police activities and crime statistics for August and September. In August, there were 224 calls, 521 reports, 8 arrests, and 23 citations. In September, there were 133 calls, 487 reports, 13 arrests, and 28 citations.

Chief Podsiadly acknowledged the support and partnership with emergency management especially regarding a recent incident involving a missing woman. The Chief expressed appreciation for the resources provided by emergency management.

### **Public Safety**

Ms. Gazda allowed Chief Podsiadly to convene to the board to authorize testing for the position of police officer.

According to Chief Podsiadly, the current eligibility list for police officers expires on October 15th, and there is a proposal to convene the Civil Service Board to authorize new testing. He stated that there is only one candidate left on the current list, and it was noted that many were hired after the last recruitment.

Ms. Meyers asked Chief Podsiadly if he wanted them to vote on it tonight and Chief Podsiadly stated that it was not necessary as this was to serve more as a notification.

### **Standing Committee Updates**

Mr. Seibel stated that the Public Works Committee had no updates for the meeting.

Ms. Wateska stated that The Sewer committee also had no updates.

Ms. Wateska suggested for members of the council and environmental council to attend the upcoming e-waste event to promote the council and gather community feedback.

Ms. Fitzgerald hasn't confirmed all the prices as Mr. Kelly was the one who planned the e-waste recycling event. Mr. Kelly stated that the fees for the recycling event would include \$25 for refrigerators with Freon and \$2 for fluorescent bulbs disposal. Information on fees and services will be published on the website the following day.

### **Parks and Rec Report**

Ms. Meyers stated that The Parks and Recreation department is organizing a 'Truck or Treat' event on October 25th starting at 3 PM. Registration for participants is required by 2 PM on the same day. Online registration is available, and Terrie Cavey can be notified for additional sign-up assistance.

### **Public Relations**

The board discussed the current practice of livestreaming meetings on Facebook and acknowledged that 125 people regularly watch the meetings on this platform, despite having Zoom available.

Ms. Sedlak voiced concerns about the lack of a formal policy or agreement in place for using Facebook, and the potential risk if Facebook starts charging fees or becomes unreliable. Dalfonso stated that as of right now Facebook does not charge for live streaming and that around 120 people watch the stream on Facebook. Mr. Seibel stated that he feels there is a lack of promotion for the format of livestreaming, which could even open it up to the township using different streaming sources such as YouTube. Mr. Seibel suggested reviewing the live streaming once a year to verify that they were on the correct format.

### **Library Liaison Report**

Ms. Sedlak reported that the Friends of the Library will host their Fall Book Sale from Friday, October 16th to Sunday, October 19th at the Municipal Building.

Ms. Sedlak stated that the library has planned several programs for October, including Storytime, book clubs, movie sessions, homework help, crafts for all ages, and a family Halloween Fall Festival. For current information on dates, times, and programs, attendees are directed to visit [www.scottlibrary.org](http://www.scottlibrary.org). There will be a bake sale on Saturday and Sunday.

### **Rosslyn Farms Police Contract**

Chief Podsiadly stated that he went to the Rosslyn Farms council meeting last night to discuss the proposed police contract with them. The council is expected to review and potentially vote on the proposed contract in November, allowing the Scott Township Board of Commissioners the opportunity to approve it in December. The board discussed the default policing responsibility should the contract expire without renewal, concluding it would fall to state police.

### **Standing Committee Report – Administration**

## **Manager's Update**

Ms. Fitzgerald stated that she would be attending the ICMA conference at the end of the month and therefore will not be at the next meeting. Ms. Fitzgerald stated that she was hoping to bring back lots of information from this event.

## **IT Resignation**

Mr. Seibel began the discussion of the resignation of Mr. Jim Stoker. A proposal to accept the resignation of James Stoker as IT Director, effective October 13th, was noted by Mr. Seibel and will be put on the agenda.

Ms. Fitzgerald discussed staffing changes, detailing that current office responsibilities are being managed by herself, Mr. Rudolph, and Ms. McGill. Mr. Dalfonso wanted clarification that administration was using outside help for IT assistance. Ms. Fitzgerald confirmed this as they are using DEP Technologies to assist with the IT needs.

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

Mr. Shalamon thanked Ms. Hartman for answering his questions and expressed the importance of having a dialogue. Mr. Shalamon asked about the flow of stormwater on Hope Street. Ms. Hartman explained the creation of a pond along Hope Street to slow water release and reduce downstream flooding, following MS4 permit requirements.

Mr. Shalamon raised concerns of billboard regulations, including static signs. He asked why Collier had a Static Sign at a memorial they built and not the township's billboard. Mr. Dalfonso guess that it was because Collier's sign is out of PennDOT's right of way. Mr. Dalfonso stated that he would have to explore how it got approved nonetheless.

Ms. Sedlak stated that if Mr. Shalamon had reached out to his commissioner beforehand then Mr. Dalfonso would have been better prepared to give him an answer. Ms. Sedlak stated that this opportunity was for comments not questions. Mr. Shalamon expressed displeasure stating that he had been expressing his opinions.

Mr. Seibel stated that Robert's Rules is for when there is "a room with 300 people" and encouraged discussion in the public dialogue area. Mr. Dalfonso described it as a "double edged sword" sometimes and that there have been times where dialogue back in forth turned into an argument. Mr. Dalfonso encouraged Mr. Shalamon to continue to engage but expressed the importance of boundaries on both sides.

Donna Roseleaf stated that the City of Pittsburgh is getting funding for culling deer in their city parks. Ms. Roseleaf asked how those funding agreements occurred and if more funding was available. Ms. Sedlak asked if it was the county parks or city parks that this was occurring at. Ms. Roseleaf was unsure of this. Ms. Fitzgerald stated that she could look into this. Ms. Sedlak found that the City of Pittsburgh is under contract to manage the environmental damage caused by whitetail deer.

## **Commissioner's Request**

Ms. Wateska brought up concerns about garbage not being picked up on Raven Drive within the expected time frame as per contract. The response time stipulated in the contract is either 48 or 72 hours. Ms. Fitzgerald checked and will check again will be made to confirm that this situation is being handled. If not addressed, the option to pick up and surcharge was mentioned.

Ms. Wateska asked Mr. Kelly about the lines that were being marked on Raven Drive. Mr. Kelly stated that the only reason they would be marking lines is if the gas or water company was having an issue with a break so that the town's assets wouldn't be destroyed due to a PA1 call. Ms. Hartman told Ms. Wateska that North Wren was also scheduled for an excavation on October 20 and letters were being sent to families regarding this.

Ms. Meyers did not have any comments.

Mr. Dalfonso did not have any comments.

Mr. Castello asked Mr. Kelly if he was able to go to Hope Street to see the water break. Mr. Kelly stated that Pennsylvania American Water and they couldn't get anyone out there. Mr. Castello acknowledged that this was a bad area due to a previous incident in the area 3 years ago but this was a small break. Mr. Kelly talked to the woman who made the report as well as her neighbors.

Ms. Sedlak stated that a community event at Sunrise assisted care facility was occurring. It was concluded it might be an internal event with no need for township involvement.

Ms. Sorcan proposed a proclamation to be made in honor of the late Mary Elm for her contributions to the Scott Conservancy.

Ms. Sorcan received a few emails with concerns about the tax collector slot on the ballot being empty and if this affects the town's 1<sup>st</sup> class township status. Ms. Fitzgerald stated that Jordan Tax Service manages the real estate taxes and that there's no issue.

Ms. Gazda gave a reminder that for October as Fire Prevention Month and encouraged others to visit their local fire departments to see if they were holding any events. Ms. Gazda thanked Dan and Tyler for coming to the meeting.

Ms. Sedlak encouraged others to check their smoke detector's batteries.

## **Adjournment**

Mr. Seibel motioned to conclude the meeting and Mr. Castello seconded it. The meeting concluded at 9:00 PM.

2 Personnel Items

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